Procedure for HSE Objectives and Targets

FALCON MIDDLE EAST CONTRACTING AND GENERAL MAINTENANCE – SOLE PROPRIETORSHIP L.L.C.

Mussafah MW4, Plot 100 Abu Dhabi, United Arab Emirates

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Review and Approval

Task	Author	Designation	Signature
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Revision History

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1. Purpose

This procedure defines the methodology adopted by Falcon Middle East Contracting and General Maintenance – Sole Proprietorship L.L.C. (Falcon ME) for establishing, implementing, monitoring, measuring, analyzing and reviewing Health, Safety and Environment (HSE) objectives and targets. It ensures that HSE objectives are consistent with the company's HSE Policy, are measurable (where practicable), take into account applicable legal and other requirements, and are reviewed at planned intervals so that continual improvement of HSE performance is achieved and demonstrated.

2. Scope

This procedure applies to all projects, sites, departments and functions of Falcon ME, including permanent staff, site-based personnel, subcontractors and third parties working under the company's HSE Management System, for the establishment and management of HSE objectives and targets at the corporate, project and departmental levels.

3. Reference Documents

- ISO 45001:2018 – Occupational Health and Safety Management Systems
- ISO 14001:2015 – Environmental Management Systems
- Falcon ME – HSE Policy
- Falcon ME – Procedure for Legal and Other Requirements
- Falcon ME – Procedure for Management Review
- Falcon ME – Procedure for Monitoring, Measurement, Analysis and Evaluation
- Client / Project-specific HSE requirements and contractual obligations

4. Definitions and Abbreviations

Term	Definition
Objective	An HSE result to be achieved, consistent with the HSE Policy.
Target	A specific, measurable performance requirement, applicable to the organization or parts thereof, that arises from an objective and needs to be set and met to achieve it.
KPI	Key Performance Indicator – a measurable value used to track progress against an objective/target.
QHSE-MR	QHSE Management Representative
HSE-MP	HSE Management Programme / Action Plan
SMART	Specific, Measurable, Achievable, Relevant, Time-bound

5. Responsibilities

Role	Responsibility
General Manager	Provides leadership and resources; approves corporate HSE objectives and targets; reviews overall performance during Management Review.
QHSE Management Representative	Coordinates the development, monitoring, measurement, analysis and reporting of HSE objectives and targets; maintains the HSE Objectives and Targets Register; presents performance data at Management Review.
Project Manager	Establishes project-specific objectives and targets aligned with corporate objectives; ensures resources and support for achieving them at project level.
HSE Engineer / HSE Officer	Collects and analyzes performance data; tracks progress against targets; reports deviations and supports corrective actions; updates records.

Department / Section Heads	Implement action plans within their area of control; provide data required for monitoring and measurement; participate in periodic reviews.
All Employees	Support the achievement of HSE objectives and targets applicable to their role and report issues affecting their achievement.

6. Procedure

6.1 Establishing HSE Objectives and Targets

The QHSE Management Representative, in consultation with the General Manager, Project Managers and relevant department heads, establishes HSE objectives and targets at least annually, and additionally whenever significant changes occur (new projects, changes in legal requirements, incidents, or changes in scope of work). Objectives and targets are developed taking into account:

- The HSE Policy and its commitments;
- Applicable legal and other requirements identified in the Legal and Other Requirements Register;
- Significant HSE risks and opportunities identified through risk assessment;
- Results of previous HSE performance monitoring, incident investigations and audits;
- Views and feedback of interested parties (clients, employees, subcontractors, authorities);
- Technological, operational and financial options available to the organization;
- Client and contractual HSE requirements specific to a project.

Wherever practicable, objectives and targets are set following the SMART principle and are documented in the HSE Objectives, Targets and Programme (Appendix A), which records the objective, target, KPI, responsible person, timeframe, required resources and monitoring frequency.

6.2 HSE Objectives and Targets Programme (Action Plan)

For each objective, an HSE Management Programme (action plan) is developed defining what will be done, the resources required, the person(s) responsible, the timeframe for completion, and how the results will be evaluated. The programme is reviewed and updated as necessary to ensure objectives remain achievable and relevant to current operations.

6.3 Monitoring and Measurement

Progress against each HSE objective and target is monitored on an ongoing basis using relevant KPIs, which may include, but are not limited to:

- Lost Time Injury Frequency Rate (LTIFR) and Total Recordable Incident Rate (TRIR);
- Number of near misses and hazard observations reported and closed out;
- Percentage completion of the HSE training plan;
- Number and closure rate of internal/external audit non-conformities;
- Environmental performance indicators (e.g., waste generation, spills, energy/water consumption);
- Percentage of toolbox talks, HSE inspections and management site walks completed as planned.

Data is collected by the HSE Engineer/Officer at each site or department, verified for accuracy, and consolidated by the QHSE Management Representative on a monthly basis, or at a frequency defined in the Objectives, Targets and Programme, using the company's HSE reporting templates and the Monitoring, Measurement, Analysis and Evaluation procedure.

6.4 Analysis and Evaluation of Performance

Consolidated data is analyzed by the QHSE Management Representative to determine trends, identify the root causes of any shortfall against target, and evaluate the effectiveness of actions taken. The analysis considers, as a minimum:

- Actual performance versus target, expressed quantitatively wherever possible;
- Trend analysis compared with previous reporting periods;
- Adequacy of resources and competence allocated to achieve the objective;
- The need for corrective action, revised targets, or additional resources.

Where an objective or target is not on track to be met, the responsible person, together with the QHSE Management Representative, identifies the reasons and initiates corrective actions in accordance with the company's Procedure for Nonconformity and Corrective Action.

6.5 Review Cycle

Review Activity	Frequency	Responsible
Data collection and KPI tracking	Monthly	HSE Engineer / HSE Officer
Consolidation and trend analysis	Monthly / Quarterly	QHSE Management Representative
Progress review of objectives, targets and programme	Quarterly	QHSE Management Representative / Project Manager
Formal review and revision of objectives and targets	Annually, or upon significant change	General Manager / QHSE Management Representative
Presentation of performance to top management	At each Management Review meeting	QHSE Management Representative

6.6 Input to Management Review

The status of HSE objectives and targets, including performance against KPIs, trend analysis, and any corrective actions arising, is compiled by the QHSE Management Representative into the Management Review input pack and formally presented at each Management Review meeting, in accordance with the Procedure for Management Review. Top management uses this information, together with other inputs (audit results, incident trends, legal compliance status, resource needs), to:

- Confirm the continuing suitability, adequacy and effectiveness of existing objectives and targets;
- Approve new or revised objectives and targets for the following period;
- Allocate additional resources where objectives are not being achieved;
- Identify opportunities for continual improvement of the HSE Management System.

Decisions and actions arising from Management Review are recorded in the Management Review Minutes and communicated to relevant personnel for implementation.

6.7 Communication

Approved HSE objectives and targets, and performance against them, are communicated to relevant employees and, where applicable, subcontractors, through toolbox talks, notice boards, HSE committee meetings and internal reports, to promote awareness and encourage participation in achieving them.

6.8 TAQA HSE KPIs 2026

The project shall establish, monitor, and review HSE objectives and targets in accordance with TAQA HSE KPIs 2026. The following key performance indicators shall be implemented:

- **Lost Time Injury (LTI):** Zero LTI.
- **Total Recordable Incident Rate (TRIR):** ≤ 0.06 quarterly.
- **HSE Compliance:** 100% compliance with applicable TQD HSE requirements.
- **Monitoring:** Monthly KPI tracking and reporting.

- **Corrective Action:** Any deviation shall be investigated and corrective actions implemented.
- **Review:** KPI performance shall be reviewed during project HSE meetings and Management Review.

7. Records

Record	Retention	Responsible for Retention
HSE Objectives, Targets and Programme (Appendix A)	3 years after completion/revision	QHSE Management Representative
Monthly / Quarterly HSE Performance Reports	3 years	QHSE Management Representative
Management Review Minutes	3 years	QHSE Management Representative
Corrective Action Records related to objectives/targets	3 years	QHSE Management Representative

8. Appendix A – HSE Objectives, Targets and Programme

Objective	Target / KPI	Action Plan	Responsible	Timeframe	Status
1. Zero Harm – Prevent occupational injuries and fatalities during construction	Zero LTI (Lost Time Injury) and Zero Fatality for the full project duration, TAQA KPIs requirements	• Conduct daily toolbox talks and pre-task risk assessments (JHA) for high-risk activities (transformer lifting, cable pulling, trenching, live-line work) • Enforce mandatory PPE incl. arc-flash PPE for HV work and high-visibility clothing • Carry out weekly HSE site inspections and close out findings within agreed timelines • Implement digital Permit to Work (PTW) system for shutdowns, excavation, hot work and confined space entry	Project HSE Manager / Site HSE Officer	Throughout project duration	Ongoing
2. Electrical Safety – prevent shock/arc-flash incidents while working on/near energised 33kV/11kV equipment	Zero electrical incidents; 100% LOTO/PTW compliance for all switching, T&C and termination activities	• Obtain approved shutdown/PTW before work on existing live panels, cable termination or transformer energisation • Verify isolation, earthing and dead-testing before start of work on HV/LV circuits • Deploy only competent, TAQA-D approved and OEM-certified personnel for	Protection/Electrical Engineer & HSE Officer	Electrical, Protection & Commissioning stages	Ongoing

		relay, transformer and switchgear works • Conduct HV/LV-specific safety induction and toolbox talks before each switching activity			
3. Excavation, Trenching & Cable-Laying Safety	Zero trench-collapse/struck-by incidents; 100% trial-pit verification prior to excavation	• Conduct trial pits and utility survey before excavation to locate existing services/cables • Shore/batter trenches as per depth and soil conditions; barricade all open excavations • Limit open-trench duration (max. two sections open simultaneously) and reinstate promptly • Provide safe access/egress for excavations and conduct daily excavation safety checks	Site Engineer / HSE Officer	Duration of 33kV & 11kV cabling and NDRC works	Ongoing
4. Traffic & Public Safety Management for Road Crossing (NDRC/Open-Cut) Works	Zero third-party/public injury; 100% implementation of Traffic Police-approved traffic management plan	• Obtain Traffic Police / ADM approvals prior to any road or parking closure • Deploy certified traffic marshals, signage, barricades and diversions as per approved TMP • Schedule disruptive works (asphalt cutting, NDRC) during low-traffic hours where feasible • Coordinate with schools/villas/public areas and communicate work schedules to affected residents	Site Engineer / Traffic Marshal / HSE Officer	During road-crossing and cable-trenching works	Ongoing
5. Fire Prevention & Emergency Preparedness	Zero fire incidents; 100% functional firefighting system restored before transformer energisation	• Prepare method statement and obtain fire-system isolation approval before sprinkler pipeline modification • Pressure/leak-test the reinstated sprinkler pipeline and verify valve, nozzle	HSE Officer / Mechanical Engineer	Mechanical modification & pre-energisation stage	Ongoing

		and flow-switch operation • Provide portable/wheeled fire extinguishers and fire blankets at the transformer bay per Civil Defence/TAQA-D requirements • Conduct an emergency response drill (fire/oil spill) prior to transformer energisation			
6. Environmental Protection & Pollution Prevention	Zero reportable environmental incidents/spills; 100% compliance with EAD requirements	• Implement spill-prevention and oil-containment controls during transformer handling and testing • Segregate and dispose of construction waste/debris as per EAD and Municipality requirements • Reinstate green areas, tiles and asphalt to original condition after trenching works • Submit periodic environmental compliance reports to EAD/TAQA-D as required	HSE Officer / Environmental Focal Point	Throughout project duration	Ongoing
7. Competency, Training & Awareness	100% of site personnel HSE-inducted; 100% of cable jointers hold valid TAQA/OEM competency cards	• Conduct HSE induction for all new workers/subcontractors before site mobilization • Verify and maintain records of cable-jointer competency cards and OEM authorization certificates for transition joints/terminations • Conduct monthly HSE training/toolbox talks on project-specific hazards (HV safety, excavation, working at height, manual handling) • Maintain a training matrix and refresher schedule	HSE Officer / Training Coordinator	Throughout project duration	Ongoing

8. Legal & Permit Compliance	100% of works executed under a valid NOC/permit; zero fines or penalties from authorities	• Obtain and track all required NOCs/permits (TPD, Traffic Police, EAD, ITC, ADM) before commencing respective works • Maintain a permit/NOC register and renew before expiry • Ensure HSE site-supervision staff meet ADOSH competency requirements • Report and close out any authority non-conformance immediately	Project Manager / HSE Manager	Throughout project duration	Ongoing
9. Subcontractor & Supply-Chain HSE Management	100% of subcontractors/vendors engaged are from the TAQA-D approved list and HSE pre-qualified	• Verify subcontractor HSE competency and insurance before mobilization • Include HSE requirements in subcontractor agreements and monitor compliance • Conduct joint HSE audits of subcontractor activities	HSE Manager / Procurement	Throughout project duration	Ongoing
10. Incident Reporting, Investigation & Continual Improvement	100% of incidents/near-misses reported within 24 hours and investigated within 7 days	• Maintain an incident/near-miss reporting and investigation log • Conduct root-cause analysis and implement corrective/preventive actions • Present HSE performance and lessons learnt at the monthly project review / Management Review	HSE Officer / QHSE-MR	Throughout project duration	Ongoing

Applicable period: January–December 2026

OBJECTIVES	TARGETS/KPIs	ACTION PLANS
1. Customer satisfaction and quality performance		
Consistently meet customer requirements and achieve customer satisfaction.	100% completion of projects as per approved contractual requirements and agreed schedule.	Identify and review customer requirements before commencement of work. Conduct regular client coordination meetings. Monitor project progress at all stages.
	100% of customer complaints acknowledged within 2 working days.	Maintain customer complaint register and establish a communication channel for receiving complaints and inquiries.
	100% of complaints resolved within 5 working days or an agreed corrective-action timeframe.	Investigate complaints, identify root causes, implement corrective actions and monitor closure.
	Customer satisfaction evaluated at least annually.	Conduct customer satisfaction surveys, analyses feedback and identify improvement opportunities.
	100% compliance with approved drawings, specifications and quality requirements.	Conduct inspections, testing and verification in accordance with approved ITPs, project specifications and applicable standards.
2. Promote and strengthen quality culture within the organization		
OBJECTIVES	**TARGETS/KPIs**	**ACTION PLANS**
Promote quality awareness and competence at all organizational levels.	100% of relevant employees receive applicable quality awareness training annually.	Prepare and implement an annual quality training programme.
	100% implementation of applicable quality procedures and documented information.	Establish, implement and maintain the Quality Management System in accordance with ISO 9001:2015.
	Minimum one quality performance review during management review meetings annually.	Communicate quality policy, objectives, procedures and responsibilities to employees.
	100% of identified quality non-conformities recorded and corrective actions monitored.	Conduct internal quality audits, identify non-conformities and monitor corrective-action effectiveness.

	Continuous improvement in quality performance.	Promote employee participation, quality awareness, good housekeeping and lessons learned.

3. Occupational health and safety performance – TQD KPI 2026(Priority Objective-TQD 2026

OBJECTIVES	TARGETS/KPIs	ACTION PLANS
Maintain a safe and healthy working environment at offices and project sites.	100% employee, subcontractor and relevant visitor awareness of applicable HSE requirements.	Implement the approved HSE Plan, HSE procedures, risk assessments and safe systems of work. Conduct HSE induction and toolbox talks.
Prevent fatalities and Lost Time Injuries (LTI).	Zero LTI throughout 2026.	Implement hazard identification, risk assessment, PTW, LOTO, supervision, inspections and preventive controls.
Reduce Total Recordable Incident Rate (TRIR).	TRIR ≤ 0.06, measured quarterly.	Monitor incidents, man-hours, trends and corrective actions. Review HSE performance quarterly.
Reduce Road Traffic Accidents (RTA).	Minimum 30% reduction in RTA compared with 2025.	Implement defensive driving awareness, vehicle inspections, driver competency verification and journey management.
Ensure timely reporting of all incidents.	100% timely reporting of incidents in accordance with TQD reporting requirements.	Establish incident reporting and investigation procedures. Ensure immediate notification and submission of required reports within applicable timelines.
Improve near-miss reporting.	Minimum one near-miss report per quarter.	Encourage employees to report near misses, investigate causes and communicate lessons learned.
Improve unsafe act and unsafe condition reporting.	Minimum one unsafe act/unsafe condition report per working day per competent person.	Conduct site inspections, safety observations and regular workforce engagement. Record reports through the applicable TQD reporting system.
Encourage workforce participation in HSE reporting.	At least 50% of near-miss, unsafe act and unsafe condition reports submitted by non-HSE personnel.	Encourage engineers, supervisors, foremen, technicians and workers to participate in proactive HSE reporting.
Improve Permit to Work (PTW) compliance.	Minimum 4 PTW audits per month.	Conduct documented PTW audits, verify permit conditions, isolations, approvals and associated risk controls.
Improve risk assessment implementation.	Minimum 4 risk assessment reviews per week.	Review activity-specific risk assessments, verify site implementation and update controls whenever work conditions change.
Maintain effective HSE Plan implementation.	Minimum 2 HSE Plan audits per year and annual revision.	Audit implementation of the approved HSE Plan, identify gaps and update the plan based on project and client requirements.
Review high-risk activities and HAZID.	HAZID/high-level scope risk assessment review at least twice per year.	Review significant hazards, project changes, high-risk activities and additional risk control measures.

Strengthen management safety leadership.	Minimum 2 Project Management Team (PMT) safety walks per month.	Conduct documented management walkthroughs, record observations, assign responsibilities and monitor close-out.
Promote positive safety reporting.	Positive safety observation reporting to demonstrate an improving quarter-on-quarter trend.	Encourage reporting of positive safety practices and recognize employees demonstrating safe behaviour.
Improve behavioural safety.	Minimum one documented behaviour-based safety self-verification annually	Conduct behavioural safety verification and review employee compliance with established safety procedures.

4. HSE training, competency and emergency preparedness

OBJECTIVES	TARGETS/KPIs	ACTION PLANS
Improve employee HSE competency and awareness.	100% of employees receive HSE induction before commencing work.	Conduct induction, refresher training, toolbox talks and task-specific training. Maintain training records.
Ensure competency of personnel performing safety-critical activities.	100% verification of required qualifications, competency certificates and authorizations before deployment.	Verify operator, rigger, banksman, electrician, first aider and other relevant competency documents.
Maintain medical fitness compliance.	100% valid medical fitness certificates for personnel where required.	Maintain a medical fitness register and monitor expiry dates.
Improve emergency preparedness.	100% implementation of the approved emergency response arrangements and scheduled drills.	Conduct emergency mock drills, evaluate performance, record findings and implement corrective actions.
Deliver TQD monthly HSE campaigns.	100% completion of applicable scheduled monthly campaigns with attendance, evidence and close-out records.	Conduct the campaigns according to the TQD 2026 calendar.

TQD 2026 monthly HSE campaign programme:

Month	HSE Campaign
April	**Slip, Trip and Fall Prevention**
May	**Hand Injury Prevention**
June-Sep	**Heat Illness Prevention**
July	**Excavation Safety and Emergency Response**
August	**Work at Height and Emergency Response**
September	**Confined Space and Emergency Response**
October	**Lifting Safety**

November	**Electrical Isolation Safety**
December	**Road Safety**

5. Environmental protection and conservation of natural resources

OBJECTIVES	TARGETS/KPIs	ACTION PLANS
Reduce electricity consumption and greenhouse gas emissions.	Reduce electricity consumption by at least 3% compared with the previous quarter's baseline, subject to comparable operating conditions.	Conduct energy conservation awareness. Switch off lights, PCs and equipment when not in use. Monitor electricity bills and maintain electrical equipment.
Reduce water consumption.	Reduce water consumption by at least 3% compared with the previous quarter's baseline, subject to comparable operating conditions.	Conduct water conservation awareness, inspect water lines, repair leaks and monitor monthly consumption.
Monitor and reduce fuel consumption.	Reduce fuel consumption by at least 2% compared with the previous quarter's baseline, subject to comparable operating conditions.	Promote carpooling, fuel-efficient driving, vehicle maintenance and monitoring of fuel consumption records.
Reduce paper consumption.	Reduce bond paper consumption from 3 reams to a maximum of 2 reams per department per month.	Promote electronic documentation, double-sided printing, paper recycling and online filing systems.
Improve waste management and environmental awareness.	100% compliance with applicable waste segregation and disposal requirements.	Provide labelled waste bins, conduct environmental awareness and ensure disposal through approved waste management arrangements.
Prevent environmental pollution.	Zero major environmental incidents resulting from company activities.	Implement environmental risk assessments, spill prevention measures, proper chemical storage and regular site inspections.

6. Continual improvement of IMS performance

OBJECTIVES	TARGETS/KPIs	ACTION PLANS
Continually improve the effectiveness of the Integrated Management System.	100% implementation of approved IMS policies, objectives and applicable procedures.	Review and update the IMS documentation in accordance with ISO 9001, ISO 14001, ISO 45001 and applicable client requirements.
Monitor QHSE performance.	QHSE performance reviewed at least quarterly.	Monitor quality, environmental and HSE KPIs and prepare periodic performance reports.
Conduct effective internal audits.	100% completion of the approved annual internal audit programme.	Prepare an annual audit schedule and conduct audits covering all applicable IMS processes and project activities.

Conduct management reviews.	Minimum one formal management review meeting annually.	Review IMS performance, customer satisfaction, audit findings, risks, opportunities and improvement actions.
Ensure effective corrective actions.	100% of identified non-conformities recorded, assigned and monitored for closure within agreed timelines.	Conduct root cause analysis, implement corrective and preventive measures and verify effectiveness.
Improve employee competency.	100% implementation of identified training and competency requirements according to the approved training plan.	Conduct training needs assessments, provide relevant training and evaluate effectiveness.
Improve legal and regulatory compliance.	100% identification and evaluation of applicable legal, regulatory and client requirements.	Maintain an updated legal register, conduct compliance evaluations and monitor changes in applicable requirements.
Improve subcontractor HSE performance.	100% implementation of applicable subcontractor HSE requirements.	Conduct subcontractor assessments, induction, inspections, and performance monitoring and periodic evaluations.

Prepared By:



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(HSE Engineer)

Reviewed By:



Saddam Masood
(Project Engineer)

Approved By:



Tariq Badran
(Project Manager)

Meeting Title:	MANAGEMENT REVIEW		
Date & Time:	16/08/2026 10:00 AM	**Location:**	Meeting Room, Falcon Office, Mahvi

Meeting Attendee/s		
Name	**Department**	**Position**
Ravinder Singh Jaswal	**HSE**	**HSE ENGINEER**
Tariq Badran	**Project manger**	**Project Manager**
Sadam Masood	**Project Engineer**	**Project Engineer**
Nishama	**HR**	**HR**
Bala Gopal	**QA/QC**	**Quality Engineer**
Mohd. Jasim	**Electrical/APLO**	**Site Engineer**

1. PURPOSE AND SCOPE: Top Management conducted this review to confirm the continuing suitability, adequacy and effectiveness of the Integrated Management System (IMS), including the Quality, Environmental and Occupational Health & Safety (OH&S) management arrangements. Particular attention was given to project HSE performance, applicable legal and other requirements, TAQA Distribution (TQD) HSE requirements and the mandatory TQD HSE KPIs for 2026.

2. Agenda:

1. Status of actions arising from previous management reviews.
2. Changes in internal and external issues relevant to the IMS, including project scope, work locations, workforce, operational conditions and client requirements.
3. Customer satisfaction and feedback from customers and other relevant interested parties, including TQD comments, complaints and service feedback.
4. Process performance and conformity of services, including operational controls, inspection and testing, work quality and service delivery.
5. Nonconformities, incidents, near misses, unsafe acts/conditions, positive observations and corrective actions.
6. Monitoring and measurement results, including HSE inspections, workplace monitoring, equipment inspections and performance indicators.
7. Internal and external audit results, findings, trends and status of close-out actions.
8. Performance and HSE compliance of external providers, subcontractors and suppliers.
9. Adequacy of people, competence, training, equipment, PPE, welfare facilities, emergency arrangements and other resources.
10. Effectiveness of actions taken to address IMS risks and opportunities, including project risk assessments and method statements.
11. Opportunities for continual improvement in QHSE performance and operational controls.
12. Changes in the needs and expectations of interested parties, including applicable compliance obligations and TQD requirements.

13. Changes in significant environmental aspects and associated impacts, including waste, energy, water, emissions and spill prevention.
14. Changes in OH&S hazards, risks and opportunities, including changing work activities, interfaces and site conditions.
15. Extent to which IMS objectives and targets have been achieved.
16. Fulfilment and evaluation of applicable legal, regulatory, client and other compliance obligations.
17. Relevant communications from interested parties, including complaints, notices, audit comments and TQD communications.
18. Results of worker participation and consultation, including toolbox talks, safety meetings, briefings and worker feedback.
19. Status and outcomes of incident investigations, corrective actions and preventive/risk-reduction actions.
20. TQD HSE KPIs 2026: review of KPI requirements, performance, reporting, evidence, trends and actions required to ensure full compliance.

3. MANAGEMENT REVIEW DECISIONS:

SN	Decision/ Discussion Points	Target Date	Responsible	Remarks
1	Previous management review actions were reviewed. Department Heads shall verify the status of each open action, provide objective evidence of completion and escalate overdue actions to the QHSE/IMS Representative. Where no actions remain open, this shall be supported by the previous action tracker.	Information	N/A	Previous MRM evidences
2	Top Management reviewed the IMS Quality, Environmental and OH&S Policies. The policies remain appropriate to the organization's activities and strategic direction, subject to confirmation against current operations and client requirements. Policies shall be displayed at prominent locations, communicated during induction/toolbox talks and made available to relevant interested parties.	Immediate	General Manager/HODs	Approved policies, display photographs, induction and awareness records
3	IMS objectives and targets shall be maintained with measurable indicators, assigned owners, monitoring frequency and evidence. Department Heads shall review performance at defined intervals and initiate action where targets are not achieved. HSE objectives shall be aligned with TQD HSE KPIs 2026 and applicable project requirements.	Monthly monitoring; quarterly review	MR and all HODs	IMS objectives register, KPI dashboard and departmental records.

4	TQD HSE KPIs 2026 were identified as a mandatory compliance and performance-monitoring requirement for applicable TQD projects. The project teams shall obtain and use the latest client-issued KPI definitions, calculation methodology, reporting format and submission deadlines. KPI performance shall be monitored, reported accurately and supported by traceable evidence. The organization's stated targets include Zero Lost Time Injuries (LTI) and quarterly TRIR not exceeding 0.06, subject to the current TQD KPI document and its definitions.	monthly tracking and quarterly review	Project Manager/ and HSE Team	Current TQD HSE KPI 2026 document, KPI register, monthly/quarterly reports, incident statistics and supporting evidence.
5	The internal audit programme shall be risk-based and cover ISO 9001, ISO 14001, ISO 45001, applicable ADOSH-SF requirements and relevant TQD contractual/HSE requirements. Findings shall be classified, assigned to responsible persons and closed within approved timeframes. Effectiveness of corrective actions shall be verified before closure. Internal Audit: 13/08/2026 Major NC : 2 Minor NC :1 OFI :1	As per approved audit programme;	MR / Internal Auditors / HODs	Audit programme, audit reports, NC register and effectiveness verification.
6	All nonconformities, observations, complaints, inspection findings and audit findings shall be recorded, corrected and investigated to identify root causes. Corrective actions shall address the cause and prevent recurrence. Closure shall be based on objective evidence and verification of effectiveness, not submission alone.	As per action plan	Concerned Project Manager QHSE	NC/CAR register, root-cause analysis, action evidence and verification records.
7	HSE performance shall be reviewed using leading and lagging indicators, including LTI, TRIR, first-aid cases, near misses, unsafe acts/conditions, positive observations, inspections, toolbox talks, training, emergency drills and action close-out. Trends shall be analysed and improvement actions assigned.	Monthly; quarterly management review	QHSE Team / Project Managers	HSE statistics, inspection and observation reports.
8	Operational risk controls shall be implemented before work starts. Project risk assessments and method statements shall be activity-specific, communicated to the workforce and submitted to TQD for review/approval where required. Work shall not proceed where mandatory permits, approvals, NOCs, competent personnel or critical controls are absent.	Before commencement of each activity; continuous	Project Manager / Site Engineer / HSE Officer	Approved MSRA, PTW, toolbox talk records, NOCs and inspection records.

9	Legal and other requirements registers shall be reviewed and updated to identify requirements applicable to the organization and each active project. Project-specific legal/client obligations, permits, licences and expiry dates shall be assigned to responsible persons and monitored for validity.	Monthly review; update when changes occur	QHSE-MR / HODs / Project Managers	Updated legal register, compliance evaluation, permits and licences.
10	Compliance obligations shall be evaluated at planned intervals. Any gap shall be recorded with a corrective action, responsible person and due date. TQD, ADOSH-SF, UAE federal/local requirements and other applicable authority/client requirements shall be considered.	At least quarterly and upon regulatory change	QHSE-MR / Compliance owners	Legal compliance evaluation and evidence register.
11	Competence and training needs shall be reviewed for employees, operators, drivers, supervisors, first aiders, fire wardens and other safety-critical roles. Valid third-party certificates, medical fitness where required, inductions, refresher training and competency assessments shall be available at the workplace and centrally controlled.	Training matrix review monthly; before assignment	HR / HODs / QHSE / Project Managers	Training matrix, certificates, medical fitness records where applicable, induction and competency records.
12	Plant, vehicles, lifting equipment, tools and electrical equipment shall be included in a controlled register. Monthly/periodic inspections, preventive maintenance, statutory certification, operator authorization and defect close-out shall be monitored. Defective or uncertified equipment shall be removed from service.	monthly inspection	Plant & Equipment In-charge / Project Managers / HSE	Equipment register, inspection checklists, maintenance records and certificates.
13	Emergency preparedness shall be maintained through site-specific emergency plans, accessible emergency contacts, suitable firefighting and first-aid equipment, trained personnel and planned drills. Drills shall be coordinated with TQD where required, documented and followed by lessons-learned actions.	As per approved drill programme; review after each drill	Project Manager / HSE Officer / First Aider / Fire Warden	Emergency plan, drill notification, attendance, photographs, report and action tracker.
14	Worker consultation and participation shall be strengthened through toolbox talks, safety committee/coordination meetings, pre-task briefings, worker feedback and reporting of hazards, near misses and positive observations. Actions arising shall be communicated back to the workforce.	Continuous; review monthly	HODs / Supervisors / HSE Team	TBT records, meeting minutes, attendance and feedback/action records.
15	Environmental aspects and impacts shall be reviewed for current activities. Controls shall address waste segregation and disposal, spill prevention, chemical storage, dust/noise where relevant, water conservation and energy efficiency.	Quarterly and when activities change	QHSE-MR / Project Managers / Store In-charge	Aspect-impact register, waste records, inspection checklists and awareness records.

	Significant changes shall trigger reassessment.			
16	Resource adequacy was reviewed. Management shall provide competent manpower, supervision, PPE, tools, monitoring equipment, welfare facilities, training and emergency resources based on workload, risk and contractual requirements. Resource shortages shall be escalated promptly.	Ongoing; review monthly	General Manager / HODs / Project Managers	Manpower plan, PPE issue records, procurement requests and resource review.
17	External providers and subcontractors shall be evaluated for competence, HSE performance, statutory compliance, equipment certification, training and adherence to Falcon/TQD requirements. Poor performance shall result in corrective action, re-evaluation or restriction from work as appropriate.	Before approval and annually; monitor during work	Procurement / Project Managers / QHSE	Approved provider list, prequalification, evaluation and site monitoring records.
18	Customer satisfaction and interested-party feedback, including TQD comments, complaints, audit observations and correspondence, shall be logged, acknowledged and addressed within agreed timeframes. Recurring concerns shall be analysed for systemic improvement.	Immediate response; monthly trend review	General Manager / Project Managers / HODs	Customer feedback register, complaint log, correspondence and close-out evidence.
19	Process performance and conformity of services shall be assessed through inspection and test results, work completion records, client acceptance, rework/nonconformity trends and project performance. Any failure to meet specified requirements shall be controlled and corrected.	Monthly / at project milestones	Operations / QA-QC / Project Managers	ITPs, inspection records, test reports, handover and client acceptance records.
20	Risks and opportunities shall be reviewed when there are changes in scope, location, work methods, equipment, workforce, legislation, client requirements or incident trends. The effectiveness of existing controls shall be verified and risk assessments revised where necessary.	At change and quarterly review	HODs / Project Managers / QHSE	Risk and opportunity register, revised RA and management-of-change records.
21	Management reviewed the need for continual improvement, including stronger digital/online reporting of unsafe acts, unsafe conditions and positive observations; improved KPI visibility; timely close-out of findings; and improved workforce awareness. Feasible initiatives shall be assigned and monitored.	Action plan to be agreed; review quarterly	Top Management / QHSE / IT / HODs	Improvement register, online reporting records and KPI trend analysis.
22	Energy efficiency measures shall continue, including switching off unused lighting/equipment, using energy-efficient lighting, maintaining AC filters and setting reasonable cooling temperatures in	Ongoing; quarterly review	Administration / Facilities / All Staff	Utility records, facility inspections and awareness communications.

	accordance with workplace needs. Consumption shall be monitored where data is available.			
23	Management confirmed that IMS documentation and implementation shall be maintained for client and third-party audits. Audit readiness shall include current approved documents, legal register, KPI reports, training and equipment records, risk assessments, inspection evidence and closure of previous findings.	Continuous; before each audit	QHSE-MR / HODs / Project Managers	Document register, audit readiness checklist and evidence files.

Prepared by: QHSE / IMS Representative	**Reviewed and Approved by: Project Manager**
Name / Signature / Date: 16/08/2026 Ravinder Singh Jaswal 	Name / Signature / Date:16/08/2026 Tariq Badran 

Location	Project D111661E(LTRA) RB26-Plot42	**Date Conducted**	01.10.2026
Time Drill Started	11:02 hrs	**Time Drill Concluded**	11:04 hrs approx.
Response Time	15 seconds approx. from notification to commencement of evacuation.	**Evacuation Time**	2 Minutes approx.

Type of Drill	■ Evacuation/Mustering	☐ Weather Emergency
	■ Fire Emergency	☐ Earthquake
	☐ Medical Emergency	☐ Bomb Threat
	☐ Chemical Spill	☐ Loss of Utility Supply
	☐ Critical Activity Emergency	☐ Other *(pls specify)*
Notification / Alert Method Used	☐ Manual Siren / Hand Bell	☐ Phone
	☐ Enhanced Alert System	☐ Siren
	☐ Bell or Buzzer	■ Voice Notification
	☐ Intercom	☐ Other *(pls specify)*
Weather Condition	☐ Clear	☐ Foggy
	☐ Cloudy	☐ Rain and Wind
	☐ Raining	☐ Snow / Sleet
	☐ Windy	■ Other **Normal**
Participants	☐ Senior Management	☐ Civil Defence
	■ HSE Personnel	☐ Emergency Medical Services
	■ Employees/ Staff	☐ Zones Corp Response Team
	☐ Security Officers	☐ Visitors
	☐ Law Enforcement	☐ Others
Situation at Start of Drill	☐ Before Business Hours	☐ Lunch Time
	■ During Business Hours	☐ After Business Hours
	☐ Peak Business Hours	☐ Other *(pls specify)*
Problems Encountered	☐ Congestion in hallways	☐ Network/ computer/ radio problems
	☐ Alarm not heard	☐ Noise impedes communications
	☐ Employees unsure of what to do	☐ Long time to evacuate building
	☐ Staff unsure of responsibilities	■ Personnel not serious about drill
	☐ Weather- related problems	☐ Improper or unavailable supplies
	☐ Unable to lock doors	☐ Confusion
	☐ Windows not covered	☐ Doors or exits blocked
	☐ Windows left open	☐ Transportation (not adequate / not available)
	☐ Doors left open	☐ Miscommunications
	☐ Lights left on	☐ Incident command problems

	☐ Personnel not accounted for ☐ Weather- related problems ☐ Other

Description of Drill

An emergency Fire and evacuation/muster drill was conducted at the RB26-Plot 42,11:02 **hrs** to assess the effectiveness of the emergency evacuation procedure and staff response.

Upon activation of the Fire drill, all staff were instructed to evacuate the working site using the designated safe routes and proceed immediately to the designated **Assembly Point**.

All staff successfully evacuated the site and assembled at the designated Assembly Point by 11:04 **hrs approx.**.

A **head count and roll call** were conducted at the Assembly Point to verify the presence and accountability of all personnel.

Following completion of the head count and roll call, the drill was declared **successfully concluded**.

DRILL TIMELINE

Time	Activity
11:02 hrs	Muster drill commenced
11:02–11:04 hrs approx.	Staff evacuated the site and proceeded to the Assembly Point
11:04 hrs approx.	All staff assembled at the designated Assembly Point
11:04 hrs onwards	Head count and roll call conducted
After roll call	Briefing regarding problem encountered and drill concluded
Drill Effectiveness	Satisfactory but need improvement

SN	Events	
1	Did all employees immediately begin to evacuate the building / work area when alarm sounded (Voice notification)?	■ Yes ☐ No ☐ NA
2	Did the evacuation proceed in a smooth and orderly manner?	■ Yes ☐ No ☐ NA
3	Were doors closed to contain the smoke/ fire?	☐ Yes ☐ No ■ NA
4	Did everyone evacuate the building/site?	■ Yes ☐ No ☐ NA
5	Did everyone remain outside the building/site and wait for further instructions?	■ Yes ☐ No ☐ NA
6	Was the drill conducted in an orderly manner?	■ Yes ☐ No ☐ NA
7	All clear sound raised?	■ Yes ☐ No ☐ NA
8	Was the fire alarm(Voice notification) clearly heard in all areas?	■ Yes ☐ No ☐ NA
9	Did the visitor in the premesis/ site take part in the drill?	☐ Yes ☐ No ■ NA

SN	Events	
10	All employees/ visitors directed to, and remain in safe assembly area?	■ Yes ☐ No ☐ NA
11	Method to account for all employees & visitors? Roll call or headcount.	■ Yes ☐ No ☐ NA
12	Was the security notified?	☐ Yes ☐ No ■ NA
13	Was the emergency response procedure executed properly?	■ Yes ☐ No ☐ NA
14	Were all the emergency response team member aware of their assigned duties/ responsibilities?	■ Yes ☐ No ☐ NA

Mitigation/ Plan for Improvement	☐ Additional management training ■ Additional staff training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☐ Other *(pls specify)*

Corrective / Preventive Measures	Action by	Target date of completion	Status
1. Conduct a toolbox talk to all staff emphasizing the Seriousness and importance of Fire and Mustering drills.	HSE Department	Immediate, briefing after head count	Close

	Prepared by:	Verified by:	Approved by:
Name	**Ravinder Singh Jaswal**	**Engr. Saddam Sasood**	**Engr. Tareq Badran**
Designation	**HSE Engineer**	**Project Engr.**	**Project Engr.**
Signature			
Date	**01.10.2026**	**01.10.2026**	**01.10.2026**

Notification to staff regarding Fire Mock Drill :

As this project related to LTRA, Drill is conducted same day of inspection of site by HSE department.

HEAD Count and Roll Call at Assembly Point and briefing:





FALCON MIDDLE EAST	TRAINING ATTENDANCE SHEET Project :D111661E	Doc. Ref. No. FALCON-PRO-8-FRM 05 Effective Date: 01 April 2025 Rev. No.: 04 Page 1 of 1

Training Title:	Fire & Mustering (MOCK Drill)	**Date & Time:**	01/10/2026
Location:	RB26 – Plot 42.	**Duration** (Total No. of Training Hours)	15. Min
Trainer Name:	Ravinder Singh.	**Signature:**	

SN	Name	Job Designation	Signature
1	Abdul Nasir. (D56451)	Site Engineer	
2	Sher Wali (784-1976-7485941-4)	Foremen.	
3	Fazal Rahman. (784-1983-8832540-9)	Labour	
4	Tariq (784-2003-4510105-7)	"	
5	Muneeb (784-2001-9666765-0)	"	
6	Mumtaz (784-2003-4394761-8)	"	
7	Habib Rehman (784-1991-8635313-4)	"	
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Location	O/S Falcon Middle East Office, Mahvi, Abu Dhabi	**Date Conducted**	22.10.2026
Time Drill Started	10:45 AM	**Time Drill Concluded**	11:03 AM
Response Time	1 Min approx	**Evacuation Time**	2 minutes Approx.

Type of Drill	☐ Evacuation	☐ Weather Emergency
	☐ Fire Emergency	☐ Earthquake
	☐ Medical Emergency	☐ Bomb Threat
	☐ Chemical Spill	☐ Loss of Utility Supply
	☐ Critical Activity Emergency	■ (Stop Work during lifting activities), Unsafe Act
Notification / Alert Method Used	☐ Manual Siren / Hand Bell	☐ Phone
	☐ Enhanced Alert System	☐ Siren
	☐ Bell or Buzzer	■ Voice Notification
	☐ Intercom	☐ Other *(pls specify)*
Weather Condition	■ Clear	☐ Foggy
	☐ Cloudy	☐ Rain and Wind
	☐ Raining	☐ Snow / Sleet
	☐ Windy	☐ Other *(pls specify)*
Participants	☐ Senior Management	☐ Civil Defence
	■ HSE Personnel	☐ Emergency Medical Services
	■ Employees/ Staff	☐ ZonesCorp Response Team
	☐ Security Officers	☐ Visitors
	☐ Law Enforcement	☐ Others
Situation at Start of Drill	☐ Before Business Hours	☐ Lunch Time
	■ During Business Hours	☐ After Business Hours
	☐ Peak Business Hours	☐ Other *(pls specify)*
Problems Encountered	☐ Congestion in hallways	☐ Network/ computer/ radio problems
	☐ Alarm not heard	☐ Noise impedes communications
	☐ Employees unsure of what to do	☐ Long time to evacuate building
	■ Staff unsure of responsibilities	☐ Personnel not serious about drill
	☐ Weather- related problems	☐ Improper or unavailable supplies
	☐ Unable to lock doors	☐ Confusion
	☐ Windows not covered	☐ Doors or exits blocked
	☐ Windows left open	☐ Transportation (not adequate / not available)
	☐ Doors left open	☐ Miscommunications
	☐ Lights left on	☐ Incident command problems
	☐ Personnel not accounted for	☐ Weather- related problems

	☐ Other *(pls specify)*

Description of Drill

At approximately 10:45 AM, lifting activities were in progress near the Falcon Middle East office in Mahvi. The lifting team consisted of a APLO, lifting supervisor, crane operator, banksman, rigger, HSE and supporting workforce.

During the simulated lifting operation, the banksman gave the hand signal to the operator to lift the load. The operator started lifting the load in response to the signal. However, the rigger was standing dangerously close to the suspended load, exposing himself to potential crush, impact and serious injury hazards in the event of unexpected load movement or loss of load control.

The lifting supervisor immediately identified the unsafe condition and intervened by giving a clear verbal and hand, stop-work instruction. The operator was instructed to stop the lifting movement, and the team was directed to maintain a safe position away from the suspended load. The lifting activity was stopped to prevent a potential incident.

Following the intervention, the lifting supervisor instructed all team members to assemble at the designated mustering point for a toolbox talk. The HSE, APLO, lifting supervisor discussed the unsafe act, the dangers associated with standing close to suspended loads, safe positioning of riggers, communication between the banksman and operator, and the importance of stopping work(SWA) whenever unsafe conditions are identified.

The drill was concluded at 11:03 AM after the safety briefing and reinforcement of the required safe lifting practices.

Drill Evaluation :

Positive observations

- Unsafe act identified by the lifting supervisor.
- Immediate verbal stop-work intervention initiated.
- Workforce directed to the designated mustering point.
- Safety awareness reinforced through TBT.

Improvement required

- Reinforce the exclusion zone and safe rigger positioning.
- Ensure all lifting personnel understand and follow approved hand signals.
- Verify safe working conditions before restarting lifting activities.

SN	Events	
1	Did all employees immediately begin to evacuate the building / work area when alarm sounded?	■ Yes ☐ No ☐ NA
2	Did the evacuation proceed in a smooth and orderly manner?	■ Yes ☐ No ☐ NA
3	Were doors closed to contain the smoke/ fire?	☐ Yes ☐ No ■ NA
4	Did everyone evacuate the building/worksite?	■ Yes ☐ No ☐ NA
5	Did everyone remain outside the building and wait for further instructions?	■ Yes ☐ No ☐ NA
6	Was the drill conducted in an orderly manner?	■ Yes ☐ No ☐ NA
7	All clear sound raised?	■ Yes ☐ No ☐ NA
8	Was the fire alarm clearly heard in all areas?	☐ Yes ☐ No ■ NA
9	Did the visitor in the premesis/ site take part in the drill?	☐ Yes ☐ No ■ NA
10	All employees/ visitors directed to, and remain in safe assembly area?	■ Yes ☐ No ☐ NA
11	Method to account for all employees & visitors? Roll call or headcount.	■ Yes ☐ No ☐ NA
12	Was the security notified?	☐ Yes ☐ No ■ NA
13	Was the emergency response procedure executed properly?	■ Yes ☐ No ☐ NA
14	Were all the emergency response team member aware of their assigned duties/ responsibilities?	■ Yes ☐ No ☐ NA

Mitigation/ Plan for Improvement	☐ Additional management training ■ Additional staff training ☐ Address need for additional equipment ☐ Improved emergency supplies ☐ Cooperative planning with responders ☐ Revised emergency procedures ☐ Other *(pls specify)*

Corrective / Preventive Measures	Action by	Target date of completion	Status
1. Regular training session must be conducted to enhance the awareness between workforce 2. Reinforce the exclusion zone and safe rigger positioning. 3. Ensure all lifting personnel understand and follow approved hand signals. 4. Verify safe working conditions before restarting lifting activities.	HSE Team	Same day in Briefing/TBT conducted and additional monthly training to lifting crew.	Ongoing

	Prepared by:	Verified by:	Approved by:
Name	**Ravinder Singh Jaswal**	**Saddam Masood**	**Tareq Badran**
Designation	**HSE Engineer**	**Project Engineer**	**Projects Manager**
Signature			
Date	**22.10.2026**	**22.10.2026**	**22.10.2026**

Note: Attached photos and attendances for those attended the drill.

Mock Drill Notification:

Reply Reply All Forward

Sun 10/19/2025 1:56 PM

hse@falconme.ae

Mock Drill (Lifting Safety), Project D111661E(LTRA)

To: 'Fayaz Ahamed'; 'Dawyedh Ayedh Al Menhali'

Cc: 'TAQA D HSE Projects & Contracts'; 'Tareq Badran'; saddam.masood@falconme.ae'; 'Mohammed Al Sheer'; 'Sonu Kumar'; 'HSE_Falcon'

Dear Sir,

Greetings from Falcon Middle East General Contracting & Maintenance.

We would like to inform you that we are planning to conduct a **Lifting Safety Mock Drill** as part of our ongoing HSE awareness, emergency preparedness, and safety compliance activities as per TQD requirements.

The objective of this drill is to assess the effectiveness of lifting operation safety procedures, communication and coordination among the lifting team, emergency response arrangements, and the implementation of appropriate control measures during a simulated lifting incident.

Please find the proposed details below:

Drill Details

- **Drill Title:** Lifting Safety Mock Drill
- **Project:** D-111661/E(LTRA)
- **Contractor:** Falcon Middle East General Contracting & Maintenance
- **Proposed Date:** [22nd Oct 2026, Thursday]
- **Proposed Time:** [10:00 AM]
- **Location:** [Near Falcon Middle East Office, Mahy, Abu Dhabi]
- **Scenario:** Simulated lifting incident involving an unsafe load movement requiring immediate stoppage of the lifting operation.

We cordially invite the **TQD Focal Engineer and TQD HSE Department** to attend, observe, and participate in the drill. Your presence and valuable feedback will help us evaluate the effectiveness of our lifting safety arrangements and identify opportunities for improvement.

We will ensure that the drill is conducted under controlled conditions, with appropriate safety precautions in place and without creating any actual risk to personnel, equipment, or ongoing operations.

Following completion of the drill, the attendance sheet, photographs, drill evaluation, observations, and mock drill report will be compiled and shared with the TQD HSE Department for their records.

Kindly confirm your availability and advise if any specific requirements or arrangements are necessary before conducting the drill.

Thank you for your continued support and cooperation in promoting a safe working environment.

Best regards.
Ravinder Singh Jaswal
HSE Engineer
Falcon Middle East Contracting and General Maintenance
P.O. Box 29851 Abu Dhabi
T: 02 546 0174
M: +971508153117
E:hse@falconme.ae

FALCON

Unsafe Act



Stop Work Authority





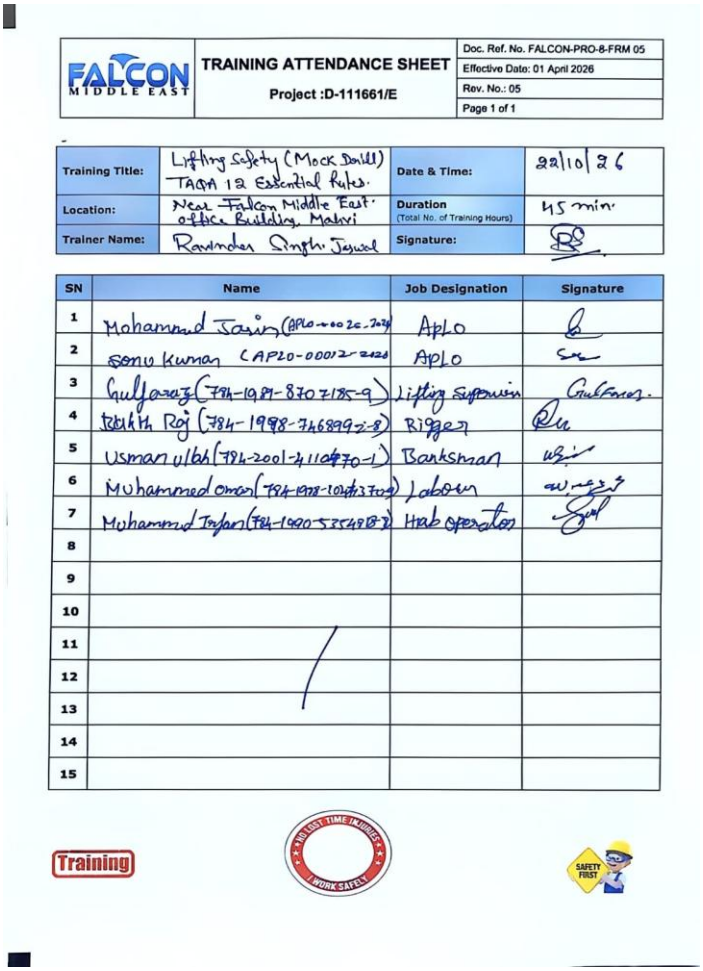


Briefing and Head Counting assembly point and all clear call





Attendance sheet



FALCON MIDDLE EAST	TRAINING ATTENDANCE SHEET Project :D-111661/E	Doc. Ref. No. FALCON-PRO-8-FRM 05 Effective Date: 01 April 2026 Rev. No.: 05 Page 1 of 1

Training Title:	Lifting Safety (Mock Drill) TAQA 12 Essential Rules.	Date & Time:	22/10/26
Location:	Near Falcon Middle East office Building, Mahvi	Duration (Total No. of Training Hours)	45 min.
Trainer Name:	Ravinder Singh Jaswal	Signature:	

SN	Name	Job Designation	Signature
1	Mohammad Jasim (APLO-0026-2024)	APLO	
2	Sonu Kumar (APLO-00012-2020)	APLO	
3	Gulfaraz (784-1981-8707185-9)	Lifting Supervisor	
4	Rakesh Roj (784-1998-7468992-8)	Rigger	
5	Usman Ullah (784-2001-4110470-1)	Banksman	
6	Muhammad Omar (784-1998-1047370-9)	Labour	
7	Muhammad Tufail (784-1990-5354982-1)	Hub operator	
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Training

Project Name / No.	**D111661E**	**Client**	**TAQA**
Location / Work Area	**Dihan North, Farm 507**	**Date / Time**	**24-Sep-2026**
Project Manager	**Tariq Badran**	**HSE Representative**	**Ravinder Singh Jaswal**

1. WALKTHROUGH CHECK LIST :

HSE Inspection Item	Status (C / NC / NA)	Comments / Action Required
Housekeeping, access/egress, walkways and material storage	**C**	
PPE compliance and workforce safety awareness	**C**	
Valid PTW, approved MSRA/JSA and toolbox talk at work locations	**C**	
Excavation / underground services controls, barricading and permits (where applicable)	**C**	
Lifting operations, equipment certification, operator competency and exclusion zones (where applicable)	**C**	
Electrical safety, isolation / LOTO, cable and temporary power arrangements	**NA**	
Tools, plant and equipment inspection, maintenance and safe condition	**C**	
Emergency arrangements: access, assembly point, fire extinguishers and first aid	**C**	
Welfare, drinking water, sanitation and heat-stress controls	**C**	
Environmental controls: waste, spills, dust and noise	**C**	

2. OBSERVATION AND ACTION PLAN:

No.	Observation / Finding	Corrective Action	Responsible Person	Target Date
1	Lifting Operation are conducted as per Approved Lifting Plan	Positive Observation		
2	All the worker in Proper PPE at site	Positive Observation		

3. OVERALL ASSESSMENT

☑ Satisfactory ☐ Improvement Required ☐ Immediate Action Required

Summary of walkthrough: **Close Monitoring and supervision required at site**

4. MANAGEMENT COMMITMENT

Senior management confirms commitment to provide the necessary resources, ensure timely close-out of identified actions, and promote continual improvement in HSE performance. All findings shall be tracked to closure and supporting evidence retained.

5. SIGN-OFF

Project Manager	Project Engineer	HSE Representative
Name: Tariq Badran	Name: Saddam Masood	Name: Ravinder Singh Jaswal
Signature: 	Signature: 	Signature: 
Date: 24-Sep-2026	Date: 24-Sep-2026	Date: 24-Sep-2026

FALCON MIDDLE EAST	**TRAINING ATTENDANCE SHEET** **Project :** D111661E / DC537340	No. FALCON-PRO-8-FRM 05 Effective Date: 01 April 2026 Rev. No.: 05 Page 1 of 1

Training Title:	Isolation Safety (Campaign) Manual Handling Tehnique STOP Work Authority, PPE	**Date & Time:**	02/11/2026
Location:	M38-3	**Duration** (Total No. of Training Hours)	45 min
Trainer Name:	Ravinder Singh Jaswal	**Signature:**	

SN	Name	Job Designation	Signature
1	Shoaib Munir (784-1996-8743277-1)	Site Engineer	
2	Sony Kumar (784-1995-9684282-5)	APLO	
3	Gulzaar Haleem (784-1989-8727185-9)		Lifting Supv.
4	Mahamed Omar (784-1988-1644370-9)		Labor
5	Karan Singh (784-2006-7722912-0)		11
6	Bakht Raj (784-1998-9468992-8)		Rigger
7	Amar Ahmed (784-1999-4104655-1)		Labor.
8	Umesh Prasad (784-1980-1832057-6)		Electrician
9	Muhamad Irfan (784-1990-5354818-8)		Hiab Operator
10	M. Aslam (784-1984-2930826-9)		Cable Jointer
11	Mohd Irfan		11
12	Sohail		Electrician
13	Ithesham Rifbat		Cable Jointer
14	Kulwinder Singh		Banksman.
15	Renjo Raju	Engineer	TA & A

Training

NO LOST TIME INJURIES
I WORK SAFELY



FALCON MIDDLE EAST	TRAINING ATTENDANCE SHEET Project : D111661E DC5368496	. No. FALCON-PRO-8-FRM 05 Effective Date: 01 April 2026 Rev. No.: 05 Page 1 of 1

Training Title:	Lifting Safety, Campaign Electrical Safety, Manual Handling Technique	**Date & Time:**	26/10/26
Location:	MSH6 – Plot 59A	**Duration** (Total No. of Training Hours)	45 min
Trainer Name:	Ravinder Singh Jaswal	**Signature:**	

SN	Name	Job Designation	Signature
1	Shoaib Munir 784-1996-8743217-1	Site Engineer	
2	Sonu Kumar 784-1995-9684282-5	AILO	
3	Gulfaraz Haleem 784-1989-8727185-9	Lifting Supervisor	
4	Mahamad omar 784-1988-1044570-9	Labour	
5	Karan Singh 784-2006-7722912-0	11	
6	Bakht Raj 784-1998-9408992-8	Rigger	
7	Amar Ahmed 784-1999-4104655-1	Electrician	
8	Umesh Prasad 784-1980-1832057-6	11	
9	Usman Ullah 784-2001-4110470-1	Banksman.	
10	Muhammad Irfan 784-1990-5354818-8	Mlab Crane operater	
11	Muhammad Asham 784-1984-2930826-9	Cable Jointer	
12			
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Training





FALCON MIDDLE EAST	**TRAINING ATTENDANCE SHEET** **Project :D111661E**	Doc. Ref. No. FALCON-PRO-8-FRM 05 Effective Date: 01 April 2025 Rev. No.: 04 Page 1 of 1

Training Title:	Defensive Driving TAQA Essential Safety Rule No – 8 → Driving Safety.	**Date & Time:**	22/10/2026
Location:	Falcon Middle East, office, Meeting Room.	**Duration** (Total No. of Training Hours)	30 min
Trainer Name:	Ravinder Singh	**Signature:**	

SN	Name	Job Designation	Signature
1	Mohammad Tajim APLO-00025-2025	Elect. Engineer/ APLO	
2	Sonu Kumar. 784-1995-9684282-5	APLO	
3	Sulfaraz Haleem 784-1989-8727185-9	Supervisor/ Driver.	
4	Bharat Raj 784-1998-9468992-8	Helper.	
5	Mohd. Irfan 784-1990-5354818-8.	Crane operator/ Driver	
6	Mohd. Omar 784-1988-1044370-9	Helper	
7	Usman Ullah 784-2001-4110470-1	11	
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Training






22 October 2026 at 09:13
Ravinder S J


22 October 2026 at 09:13
Ravinder S J

At TAQA, we stay true to our Safe value through our everyday behaviors.

INCIDENT LEARNING: Road traffic accident due to a suspected tyre blow out

Outcome: HIPO **When: July 2026** **Where: TAQA Distribution (Abu Dhabi)**

WHAT HAPPENED?

- Two employees were transporting a valve required for an urgent water-leak repair, using an assigned lease vehicle
- While travelling on a main road, both occupants reported hearing a sudden bang before the vehicle pulled sharply to the right
- The driver lost control of the vehicle, striking the base of a streetlight, causing the vehicle to roll over and come to rest on the roadside
- Fortunately, both occupants escaped without harm, despite the seriousness of the accident and significant damage to the vehicle



Vehicle rolled over onto roadside

THE CONTEXT

- The Vehicle Tracking System (VTS) confirmed the vehicle was traveling at a 93km/h at the time of the accident, which was below the road speed limit
- All 4 tyres were found to have suffered extensive damage; however, the investigation team were unable to determine whether the damage to each tyre occurred before or during the accident
- Based on the witness accounts and the evidence available, the immediate cause of the accident was concluded as the loss of control due to a likely tyre blow-out failure
- The mandatory pre-use vehicle inspection, which should have included tyre condition checks, were not performed before the journey commenced
- No electronic pressure monitoring system was installed to automatically detect lower tyre pressures
- The driver was working their normal rota and did not feel fatigue or distracted during the journey
- Seat belts, airbags and a certified roll cage were installed and performed as intended, substantially reducing the potential injury to both occupants

LESSONS LEARNT

This accident serves as a reminder of the importance of following safe driving practices, pre-use inspections and regular checks of vehicle safety features:

- **Apply safety controls consistently** – Urgent work does not remove the requirement to complete vehicle pre-use checks and journey risk assessments before departure
- **Verify vehicle readiness before deployment** – Establish a clear process to confirm the required vehicle inspections have been completed, defects are identified and assessed, and the vehicle is fit for purpose before it is authorized for use
- **Assure tyre safety** – Inspections and checks should include pressure, condition, wear and visible damage. Consider introducing a requirement for electronic pressure monitoring systems on all vehicles as an additional means of providing early warning of abnormal tyre pressures and potential failures
- **Maintain vehicle safety systems** – Seat belts, airbags and roll cages offer essential protection in an accident. Regular inspections confirm safety systems always operate correctly when needed
- **Ensure timely medical assessment** – Arrange prompt medical assessment for anyone in a significant road traffic incident, even when no injury is apparent, as hidden effects may take time to appear

Always follow TAQA Essential Safety Rule 8 – Driving Safety

Share this LFI with your team(s) - Review the learnings in the context of your work. Discuss the actions that could prevent a similar incident in your organization.

FALCON MIDDLE EAST	TRAINING ATTENDANCE SHEET Project :D111661E	Doc. Ref. No. FALCON-PRO-8-FRM 05 Effective Date: 01 April 2025 Rev. No.: 04 Page 1 of 1

Training Title:	Safety Moment (Oct-26) Permit to work TAQA ESR-1 Mongement of Change ~~TAQAESR-9~~	**Date & Time:**	02/11/2026
Location:	M38-3	**Duration** (Total No. of Training Hours)	15 min.
Trainer Name:	Ravinder Singh Jaswal	**Signature:**	

SN	Name	Job Designation	Signature
1	Shoaib Munir. (784-1996-8743217-1)	Site Engr.	
2	Sonu Kumar (784-1995-9684282-5)	APLO	
3	Gulfaraz Haleem (784-1989-8727185-9)	Supervisor	
4	Mohamed Omar. 1940370-9) (784-1988-~~8040~~	Laber	
5	Karan Singh (784-2006-7722912-6)	II	
6	Bacht Raj (784-1998-9468992-8)	Rigger	
7	Umesh Parasad (784-1980-1832017-6)	Etetrician	
8	Muhand Ilyas (784-1990-5354818-8)	Electrician	
9	Mohd. Ashan (784-1984-2930826-9)	Cable Jointer	
10	Amar Ahmed (784-1999-4104655-1)	Labour.	
11	Kulwinder Singh (784-1982-3029897-9)	Banksman	
12			
13			
14			
15			








FALCON
2 November 2026 at 09:09
Ravinder S J

Safety Moment

Step Change in Safety

When a Routine Task Creates an Explosive Atmosphere

A learning-focused safety moment based on a laboratory incident.



Disclaimer: this safety moment is designed to prevent similar incidents occurring. All guidance herein is provided in good faith and Step Change in Safety nor its member companies accept responsibility for any inaccuracies or omissions contained within this safety moment.

What Happened

Safety Moment

Incident overview

An explosive atmosphere was unintentionally created while handling an NGL (Natural Gas Liquids) sample cylinder.

- An NGL sample cylinder was being prepared for shipment to another laboratory.
- The site and receiving laboratory used different fittings, requiring the technician to replace the cylinder connection.
- During this activity, the cylinder began leaking.
- The leaking contents were liquid hydrocarbons.
- The liquid was allowed to drain into a floor drain.
- The vapour from the liquids in the drain made their way back into the laboratory space.
- A workshop/office within the building was being used for cylinder handling activities.
- The technician opened a door to increase ventilation and believed the liquid draining away removed the hazard.
- A flammable atmosphere formed and subsequently ignited.



The technician understood the liquid was going down the drain but did not recognise that the liquid would rapidly vaporise and create a much larger flammable vapour cloud.

The Outcome

- Blast and structural damage, including broken windows
- There was no ongoing fire after the available fuel was consumed (fuel was consumed in milliseconds)
- No one was injured as the 2 technicians were not in the lab at the time

The Hazard Pathway

Safety Moment

A release, incomplete control of the atmosphere and an ignition source came together.

1

Release

Natural gas liquid leaked during replacement of a cylinder fitting.

+

2

Vapour Formation & Accumulation

The released liquid entered the drain and rapidly vaporised, creating a significant volume of flammable hydrocarbon vapour.

Opening a door did not provide a verified means of controlling the atmosphere.

+

3

Ignition

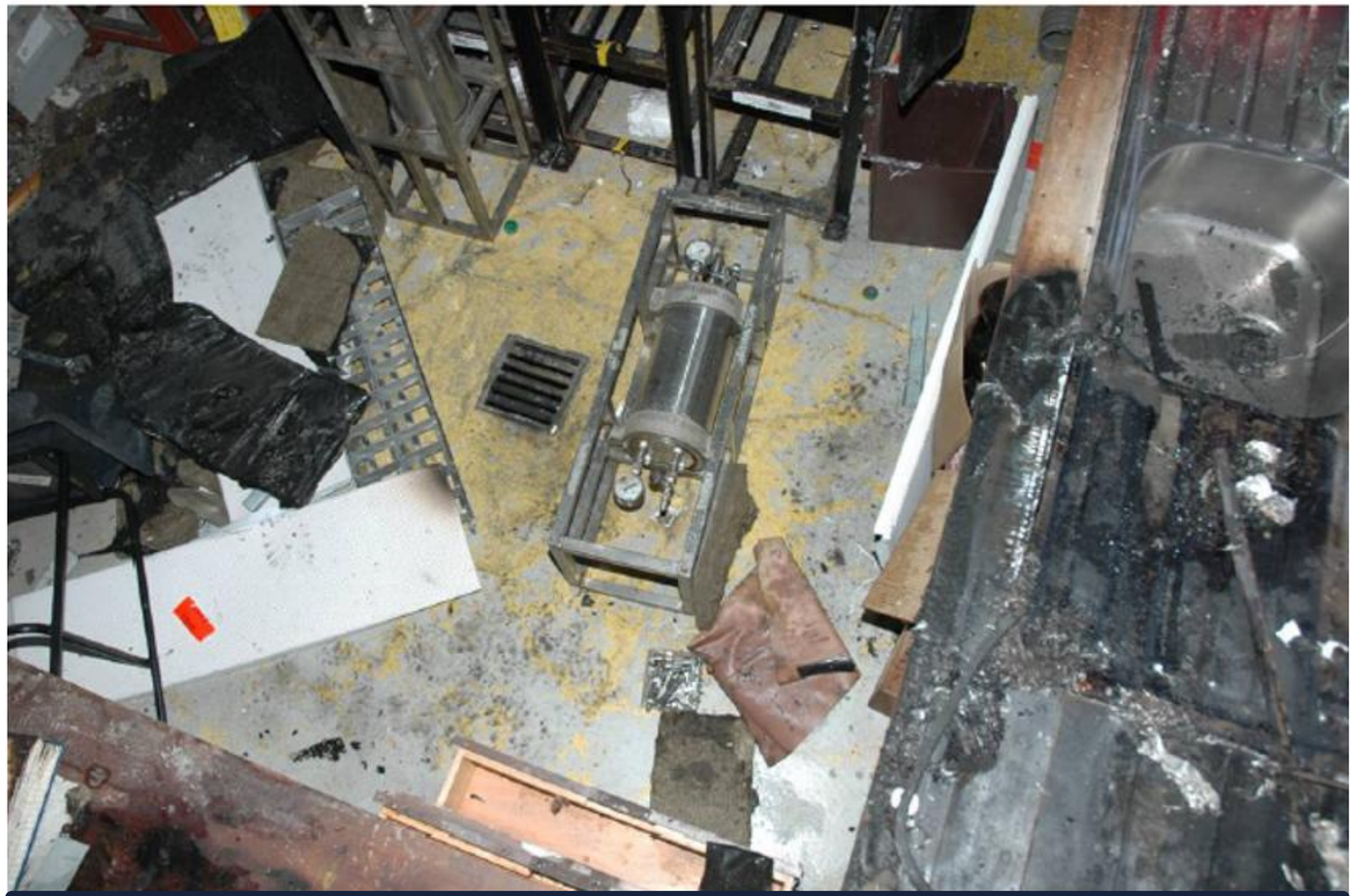
A flammable atmosphere encountered an ignition source within the work area.

A liquid hydrocarbon release, inadequate understanding of vapour generation, and the presence of ignition sources combined to create the conditions for an explosion.

Understanding the Hazard

Safety Moment

NGL sample cylinder handling



Hydrocarbon source: leaking cylinder and fitting

- The leak occurred while replacing a fitting required for transfer between different laboratory systems.
- The need to routinely manipulate fittings was not challenged or eliminated.
- Standardised fittings or suitable adapters could have removed the need for this activity altogether.
- The technician did not recognise that NGL would rapidly vaporise and create a flammable atmosphere.
- Opening a door was assumed to control the hazard, but ventilation effectiveness was never verified.
- The area was left while the release continued.

A control is only effective when people understand the hazard it is intended to control

Managing Change

Safety Moment

1 **Original condition**

A workshop/office within the laboratory building was not originally intended for routine hydrocarbon sample cylinder handling.

2 **Change introduced**

Cylinder handling and draining activities involving hydrocarbon samples began to be undertaken in this room.

3 **Gap**

The change was not fully assessed for:

- Potential release of flammable hydrocarbons
- Ventilation requirements and HVAC capability
- Appropriate gas detection
- Emergency response arrangements
- Suitability of nearby equipment and ignition sources
- Technician understanding of leak scenarios



Potential ignition source: domestic refrigerator

When introducing new activities into an existing workspace, assess both the hazards being introduced and whether existing controls remain suitable.

What good looks likes

Safety Moment

Control the release, the atmosphere and ignition sources

Apply the hierarchy of control and verify the controls are working.

STOP THE RELEASE

- Eliminate the need for unnecessary fitting changes through standardisation or adapters.
- Stop work and escalate if sample cylinders leak during handling.
- Ensure workers understand the behaviour of released NGL samples.

USE A SUITABLE LOCATION

- Handle hydrocarbon sample cylinders only in areas assessed for that activity.
- Verify ventilation and HVAC systems are suitable for credible release scenarios.
- Consider gas detection and emergency arrangements.

CONTROL IGNITION

- Identify potential ignition sources within the work environment.
- Recognise that laboratories commonly contain many potential ignition sources.
- Ensure risk controls are designed around the activity being undertaken.

MANAGE CHANGE

- Review any change in room use, activities, materials handled or operating practices.
- Verify that controls remain suitable when hazardous substances are introduced into new areas..

Safe facilities alone are not enough. People must understand the hazards of the materials they are handling and how releases behave.

Could this happen here?

Safety Moment

Discuss

1. **Where could a flammable substance release occur in our work area?**
2. **How would we respond safely to a leaking cylinder?**
3. **What equipment in the area could act as an ignition source?**
4. **How would we confirm the work area and it's controls are suitable for the activity?**

Verification of learnings shared and feedback

Safety Moment

To ensure this learning leads to meaningful improvement, follow the Plan Do Check Act process and provide your feedback to Step Change in Safety.

Plan

Review the learning and assess how it applies to your organisation, work area or tasks.

Identify any risks, gaps, or required changes to current procedures.

Do

Implement necessary actions - communicate changes, update procedures, and ensure everyone affected understands their responsibility.

Check

Monitor the effectiveness of the changes. Observe work practices, gather feedback, and verify that the learnings have been understood and applied correctly.

Act

Make any needed adjustments based on what you've learned.

Share lessons with your team, document improvements and feedback to Step Change in Safety.

Share your learnings and feedback. **Your proactive engagement helps create a safer workplace for everyone.**

Feedback Form

Link to Resource Feedback Form

FALCON Middle East	**TRAINING ATTENDANCE SHEET** **Project :** D111661E	Doc. Ref. No. FALCON-PRO-8-FRM 05 Effective Date: 01 April 2025 Rev. No.: 04 Page 1 of 1

Training Title:	Confined space awareness Manual Handling Techniques	**Date & Time:**	25/09/2026
Location:	Z36, 351	**Duration** (Total No. of Training Hours)	30 min
Trainer Name:	Ravinder Singh Jaswal	**Signature:**	[signature]

SN	Name	Job Designation	Signature
1.	Muhammed Hassan (784-2006-4287062-8)	Site Engg.	[signature]
2.	Kushal Ati Rai (784-2000-7119395-2)	Foreman	[signature]
3.	Vishal Kumar (784-2002-6887724-6)	Labour	Vishal
4	Kulwinder Singh (784-2006-3446980-1)	"	Kulwinder Singh
5,	Asad Ali (784-2006-7010800-8)		[signature]
6.	Kulwant Singh		[signature]

STAFF/EMPLOYEE INDUCTION FORM

LTRA PROJECT D-111661/E.

On the date 01/10/26 **I Confirm that the following regulations / topics have been explained to me up to my satisfaction and that I have no doubts in understanding these Safety Regulations.**

I acknowledge the receipt of a copy of this form and confirm I will abide by these instructions / regulations as a condition of work / employment with: ADDC Abu Dhabi.

LTRA D-111661/E

Project Information, Name, details of Client, Contractor, etc.	**General Safety Regulations EHS Policy, COP, etc.**	**Use of PPE**	**Barricade, Signs, Assembly Point, etc.**
Environment, Housekeeping, Waste Handling, Segregation, Disposal, Pollution, Dust, Noise, etc.	**Permit to Work System, Work at Height, Hot Work, Confined Space, Excavations, etc.**	**Incident / Accident / Near miss / First Aid, Emergency Plan, Fire, Vapors, Explosion, Natural Calamities, etc.**	**Security: Restricted / Controlled entry procedures.**
Basic Fire Fighting and Fire precautions and types of fire extinguishers. Smoking Policy: NO SMOKING ALLOWED ON SITE / OFFICE (Only permitted in allocated smoking zones).	**Plant, Machinery & Equipment (Only authorized person allowed to operate). Hoisting and Lifting, Excavations.**	**Work at Height, Ladders, Scaffolding and other Temporary Work Platforms. Floor, Ceiling / Wall Openings.**	**Material Handling and Storage, Explosive / Flammable Material, Handling, Storage and Disposal of Chemicals MSDS, etc.**
Electricity, Lighting, Power Tools and other Hand Tools, etc.	**Access / Egress. Hazard Communication.**	**3rd Party Certificates & Inspection Records.**	**Personal Conduct, Hygiene & Sanitary, Rest & Changing Area.**
TAQA T&D 12 safety Essential Rules	Permit to Work Procedure		

Other if any. Lifting Campaign as per TAQA KPIs – 2026

SR NO	NAME	COMPANY	TRADE	SIGNATURE
1	ABDUL NASIR	Sub- Cont.	ENGINAR	
2	SHERLIAG	"	FOURMAN	
3	HABIB RAHMN	"	LABUR	

TAQA Distribution

FALCON MIDDLE EAST

STAFF/EMPLOYEE INDUCTION FORM

LTRA PROJECT D-111661/E.

4	FAZAL RAHEEN	Sub-cont	LABUR	فضل
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6	mumtaz	"	LABUR	ممتاز
7	MUNEEB	"	LABUR	منيب
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15				

SAFETY OFFICER/ ENGINEER NAME & SIGNATURE	Ravinder Singh Jaswal 01/10/26


1 October 2026 at 11:54
Ravinder S J



26 October 2026 at 07:37
Ravinder S J


LIFTING SAFETY (CAMPAIGN)
حملة السلامة في الرفع
PROPER RIGGING
ALMAIDANA
26 October 2026 at 07:52
Ravinder S J


V LVO
2 November 2026 at 09:11
Ravinder S J


نقطة تجمع
Assembly Point
25 September 2026 at 08:55
Ravinder S J





4 November 2026 at 15:01

Ravinder S J