

TPSODL

TP SOUTHERN ODISHA DISTRIBUTION LIMITED



TPSODL Journey towards Safety Excellence

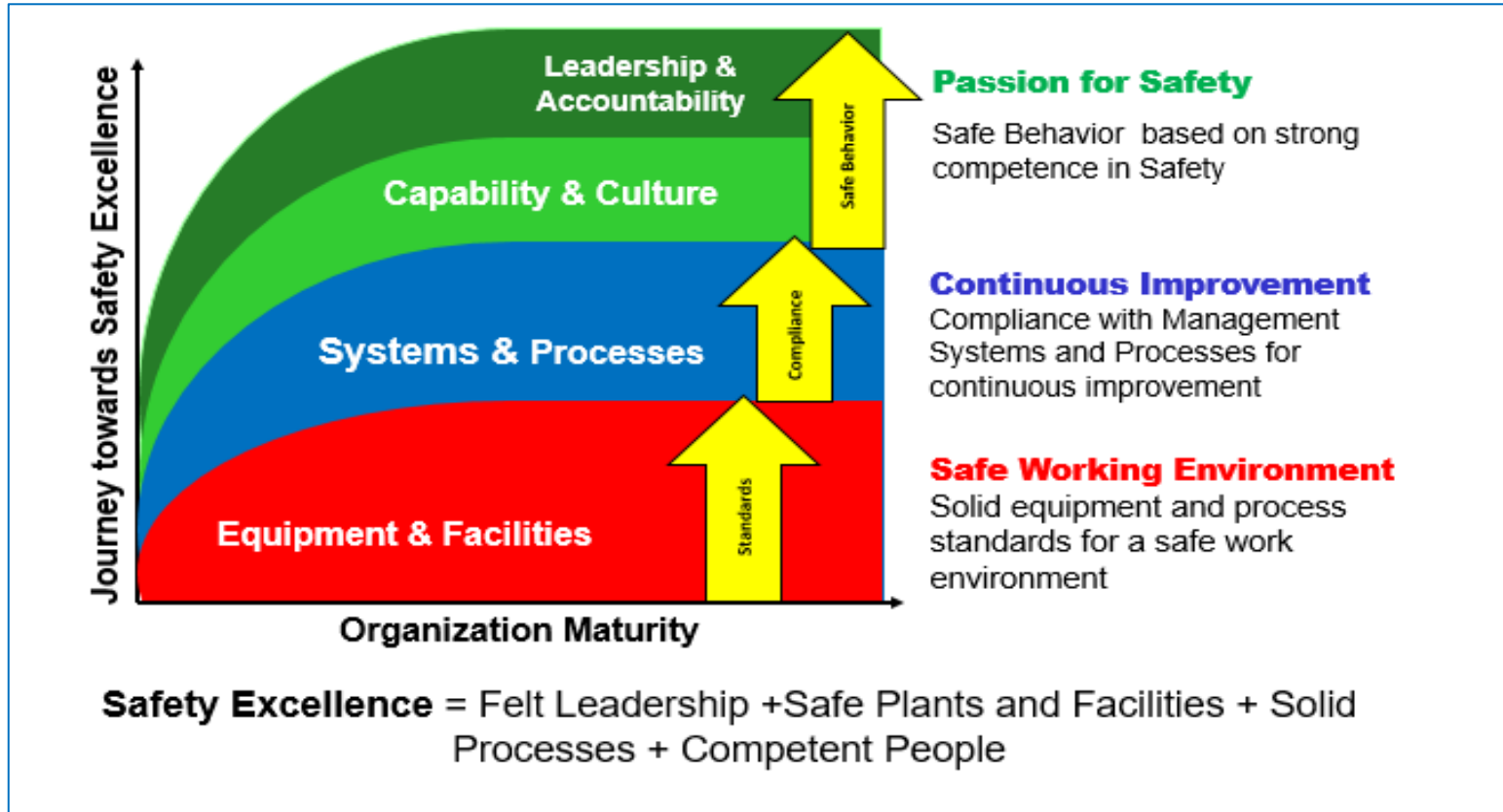
08.07.2019

Emergency Briefing: As per the training location

Safety Pause : By Participants

- **TPSODL Safety Policy and Programs**
- **High Risk Identification Exercise**
- **Safety Management Fundamentals**
- **Incident Management**

Safety Vision : To be a leader in Safety Excellence in the global power and energy business.



କାର୍ଯ୍ୟ ସମ୍ପର୍କୀୟ ଆଘାତ ଏବଂ ଅସୁସ୍ଥତାକୁ ରୋକି ନିରାପତ୍ତ ଏବଂ ସୁସ୍ଥ କାର୍ଯ୍ୟ ପରିବେଶ ଯୋଗାଇଦେବା ପାଇଁ ନିମ୍ନ ଦିଆଯାଇଥିବା ଉପଦେଶ ଗ୍ରହଣ କରିବାକୁ ଆମର ଉଦ୍ଦେଶ୍ୟ ଅଟେ । ସୁରକ୍ଷା ଦେବା ପାଇଁ ଆମର ସମସ୍ତ ସମ୍ଭାବ୍ୟ ପଦକ୍ଷେପ ଗ୍ରହଣ କରାଯିବ । ନିମ୍ନ ଉଲ୍ଲେଖିତ ଏବଂ ଉଲ୍ଲେଖିତ ନୁହେଁ କାର୍ଯ୍ୟକ୍ରମରେ ଉଲ୍ଲେଖ ନିରାପତ୍ତତାରେ ଅସୁସ୍ଥତା ଦୂରୀକରଣ ଆମେ ଚେଷ୍ଟା କରୁ । ଏହାକୁ ଅନୁକରଣ କରି ଆମେ ନିମ୍ନଲିଖିତ ପାଇଁ ପ୍ରତିବଦ୍ଧ :-

TP Southern Odisha Distribution Limited is committed to provide safe and healthy working environment for the prevention of work related injuries and ill-health. Safety is one of our core values. We strive to be a leader in safety excellence in the global power and energy distribution business. In pursuit of this, we are committed to the following:

- ନିୟମକୁ ଚାଲି ରଖିବା ଏବଂ ଆମର ସମସ୍ତ ପ୍ରକାର କାର୍ଯ୍ୟକ୍ରମ ପାଇଁ ସାମ୍ମୁଖ୍ୟ ଏବଂ ନିରାପତ୍ତ ନିୟମକୁ ପାଳନ କରିବା ପାଇଁ ପରିଚାଳନା ବ୍ୟବସ୍ଥା ରଖିବା ଏବଂ ନିରାପତ୍ତତା ରକ୍ଷା କରିବା ।
- କାର୍ଯ୍ୟକ୍ରମର ସମସ୍ତ ସ୍ତରରେ ଉପଯୁକ୍ତ ସୁରକ୍ଷା ଏବଂ ନିରାପତ୍ତତା ମାନକର ଅବଲୋକନ କରିବା ।
- ସମସ୍ତ ପ୍ରକାର ସାମ୍ମୁଖ୍ୟ ଏବଂ ନିରାପତ୍ତତା ଆଇନଗତ ଏବଂ ଅନ୍ୟାନ୍ୟ ଆବଶ୍ୟକତାକୁ ସମାଧାନ କରିବାକୁ ଚେଷ୍ଟା କରିବା ।
- ସମସ୍ତ ସ୍ତରରେ ନିର୍ଦ୍ଦିଷ୍ଟ କାର୍ଯ୍ୟକ୍ରମ ଯାଞ୍ଚ କରିବା ପାଇଁ କାର୍ଯ୍ୟକ୍ରମରେ ସମସ୍ତ ସାମ୍ମୁଖ୍ୟ ଏବଂ ନିରାପତ୍ତତା ପ୍ରଣାଳୀ ଦେଖି ସମ୍ପୂର୍ଣ୍ଣ ଅବଲୋକନ କରିବା ।
- ପଦାର୍ଥ ଏବଂ ଅପରାଧର ମାଧ୍ୟମରେ ଏବଂ ନିରାପତ୍ତତା ଏବଂ ସୁସ୍ଥ କାର୍ଯ୍ୟ ପରିବେଶ ବଜାୟ ରଖିବା ପାଇଁ ଆମର କର୍ମଚାରୀ ଏବଂ ବ୍ୟବସାୟ ସମ୍ପର୍କୀୟମାନଙ୍କୁ ଜାଣିତ କରିବା ।
- ଦୂରାନ୍ତରେ କାର୍ଯ୍ୟ କରିବା ପାଇଁ କର୍ମଚାରୀ ଏବଂ ବ୍ୟବସାୟ ସମ୍ପର୍କୀୟମାନଙ୍କୁ ଜାଣିତ କରିବା ।
- ସୁରକ୍ଷିତ ଭାବରେ କାର୍ଯ୍ୟ କରିବା ପାଇଁ କର୍ମଚାରୀ ଏବଂ ବ୍ୟବସାୟ ସମ୍ପର୍କୀୟମାନଙ୍କୁ ଜାଣିତ କରିବା ।
- ଉପଯୁକ୍ତତାରେ ଦୁରନ୍ତ ସୁରକ୍ଷା ପ୍ରଦାନ କରିବା , ଅନୁକରଣ କରିବା , ସୁରକ୍ଷିତ ଆବଶ୍ୟକତା ବାଣ୍ଟିବା ଏବଂ ପ୍ରଦାନ କରିବା ।
- ଆମର ବ୍ୟବସାୟ ସମ୍ପର୍କୀୟମାନଙ୍କୁ ସେମାନଙ୍କର ସାମ୍ମୁଖ୍ୟ ଏବଂ ନିରାପତ୍ତତା ରକ୍ଷା କରିବା ପାଇଁ କାର୍ଯ୍ୟ କରିବାକୁ ପ୍ରୋତ୍ସାହିତ କରିବା ଏବଂ ନିରାପତ୍ତତା ସାମ୍ମୁଖ୍ୟ ଏବଂ ସୁରକ୍ଷା ମାନକର ଅବଲୋକନ କରିବାକୁ ଉତ୍ସାହିତ କରିବା ।
- ଉତ୍ତମତାରେ ସୁରକ୍ଷା ରକ୍ଷା କରିବା ଏବଂ ସାମ୍ମୁଖ୍ୟ ସୁରକ୍ଷା ମାନକର ଅବଲୋକନ କରିବା ଏବଂ ଅନୁକରଣ କରିବା ।

- Maintain and continually improve our management systems to eliminate hazards and reduce health & safety risks to all our stakeholders.
- Incorporate appropriate health & safety criteria into business decisions for selection of plant and technology, performance appraisal of individuals and appointments in key positions.
- Comply and endeavour to exceed all applicable health & safety legal and other requirements
- Integrate health & safety procedures and best practices into every operational activity with assigned line-functional responsibilities at all levels.
- Involve our employees and business associates in maintaining a safe and healthy work environment through consultation and participation
- Inculcate safety culture by visible leadership and empowerment.
- Ensure required competency to enable our employees and business associates for working safely.
- Promptly report incidents, investigate, share crucial learnings and prevent recurrences.
- Influence our business associates in enhancing their health and safety standards and align with organization's health & safety codes and practices.
- Set safety & health metrics as indicators of excellence, monitor progress and continually improve health and safety performance.

ଏହି ନୀତିକୁ ନିରନ୍ତର ଭାବରେ ଅବଲୋକନ କରିବା ଏବଂ ଉପଯୁକ୍ତତାରେ ସମସ୍ତ ପ୍ରକାର କାର୍ଯ୍ୟକ୍ରମରେ ପରିବର୍ତ୍ତନ ଆଣିବା ଏବଂ ବ୍ୟବସାୟ ପରିବେଶରେ ଉପଯୁକ୍ତତାରେ ଉପଯୁକ୍ତତାରେ ପ୍ରାଥମିକତାକୁ ସମାଧାନ କରିବା ପାଇଁ ଆମେ ସମ୍ପୂର୍ଣ୍ଣ ଭାବରେ ଉପଯୁକ୍ତତାରେ ଉପଯୁକ୍ତତାରେ ନିରନ୍ତର କରିବା ।

We shall ensure the availability of appropriate resources at all times to fully implement and communicate this policy to all stakeholders by suitable means and periodically review its relevance in continuously changing business environment.

01. 28.02.2021

(ଅରବିନ୍ଦ ସିଂହ)
ସୁପରିକ୍ଟିଭ୍ ଅଧିକାରୀ ।

Date: 15thJan,2021

(Arvind Singh)
Chief Executive Officer

Safety Code of Conduct

Be PROACTIVE – Be Safe

1. **PTW / PPEs:** I shall always obtain valid "Permit to Work", as also use the required PPEs as per zoning / job requirements.
2. **Report:** I shall always Report safety related incidents / observations and leverage it for learning and to avoid recurrence.
3. **Orderliness:** I shall maintain Orderliness at my workplace, to prevent trip, fall and accidents.
4. **Attention:** I shall always give personal Attention to ensure isolations, de-energisation, Lock Out and Tagout (LOTO) and other protective measures, to prevent unsafe operations.
5. **Conduct / Certification:** I shall demonstrate responsive Conduct and behavior to be safe personally and for others too. I shall never work or drive under influence of sedatives, drugs, alcohol or under fatigue situation nor allow others to do so, if in such a state.

6. **Traffic Rules:** I shall adhere to **Traffic rules** and shall not use mobile phone nor have any other distractions, while driving or as pillion-rider and keep driver under check.
7. **Interlock:** I shall never override any **Interlock** / safety critical trip without obtaining proper authorization and having full understanding of safety of such operations
8. **Visibility:** I shall demonstrate felt leadership and be a role model, by **Visibly** pursuing ground-level visits and addressing gaps meticulously.
9. **Evaluate:** I shall **Evaluate** Hazard Identification and Risk Assessment (HIRA) and Job Safety Analysis (JSA) for effective risk control and avoidance of unsafe situations.

I commit to be **PROACTIVE** and be **SAFE**.

Signature : _____

Employee Name & No.: _____

Critical Safety Procedure are integrated to activities thru SAP platform. Eg, PTW system, LOTO, JSA , Fire index etc.

Updated and aligned with "Tata Safety and Health Management System" .

TPSODL Critical Safety Procedures

- Lockout and Tag Out Procedure.
- Excavation Safety (Shoring and Sloping) Procedure
- Confined Space Entry Procedure
- Working at Height Procedure
- Heavy Equipment Movement Procedure
- Mobile Crane Safety Procedure
- Scaffold Safety Procedure
- Permit to work Procedure
- Job Safety Analysis Procedure
- Electrical Safety Procedure
- Fire Safety Management Procedure

In addition to above, general safety procedure are issued and complied for various activities.

e-Learning modules

- Safety Induction
- Lockout and Tag Out Procedure.
- Excavation Safety (Shoring and Sloping) Procedure
- Confined Space Entry Procedure
- Working at Height Procedure
- Heavy Equipment Movement Procedure
- Mobile Crane Safety Procedure
- Scaffold Safety Procedure
- Permit to work Procedure
- Job Safety Analysis Procedure
- Electrical Safety Procedure
- Office safety



The screenshot shows a user interface for an e-learning module. At the top left, a blue header reads 'Safety Capability Building Programme'. On the left side, a man wearing a white hard hat and safety glasses stands with his arms crossed. The main content area has a dark blue background. On the right, the text 'Welcome to the Heavy Equipment' is displayed, with 'Heavy Equipment' in a large, bold, yellow font. Below this, a light blue box contains the text 'Click a topic to begin.' followed by a vertical list of six topics, each preceded by a small green square icon: 'Module Introduction', 'Introduction to Heavy Equipment', 'Best Practices', 'Safe Work Practices', 'Summary', and 'Assessment'.

Discussion and briefing

Identify the Risk...



Identify the Risk...



Identify the Risk...



Identify the Risk...



Identify the Risk...



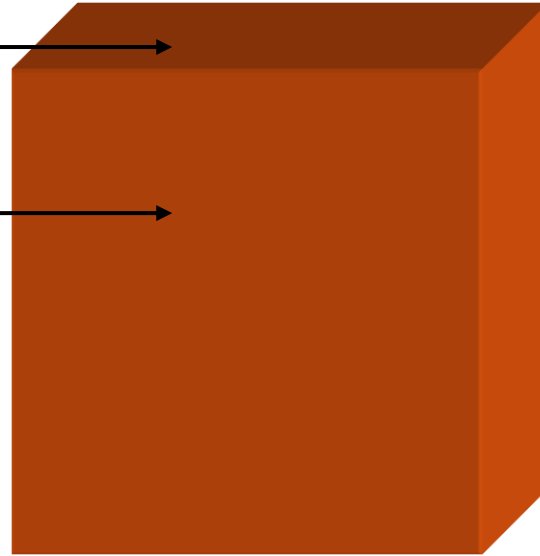
SAFETY MANAGEMENT FUNDAMENTALS

Cause of Injuries

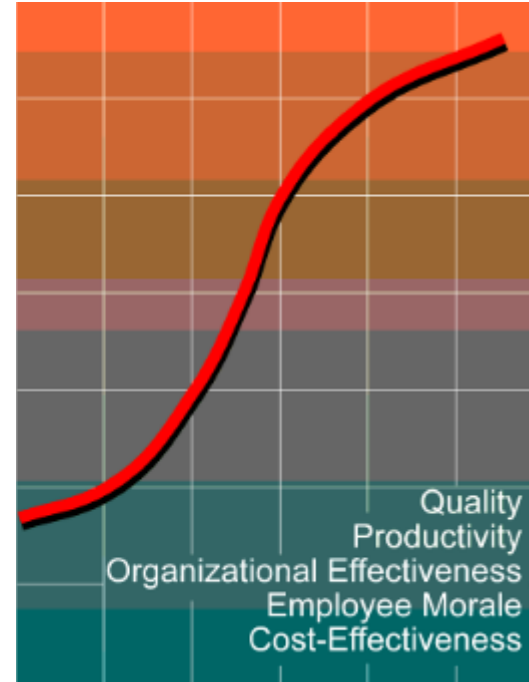
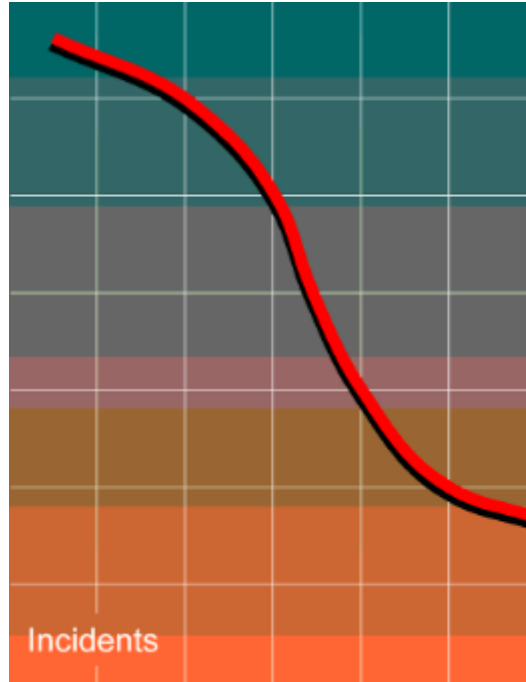
Unsafe Conditions

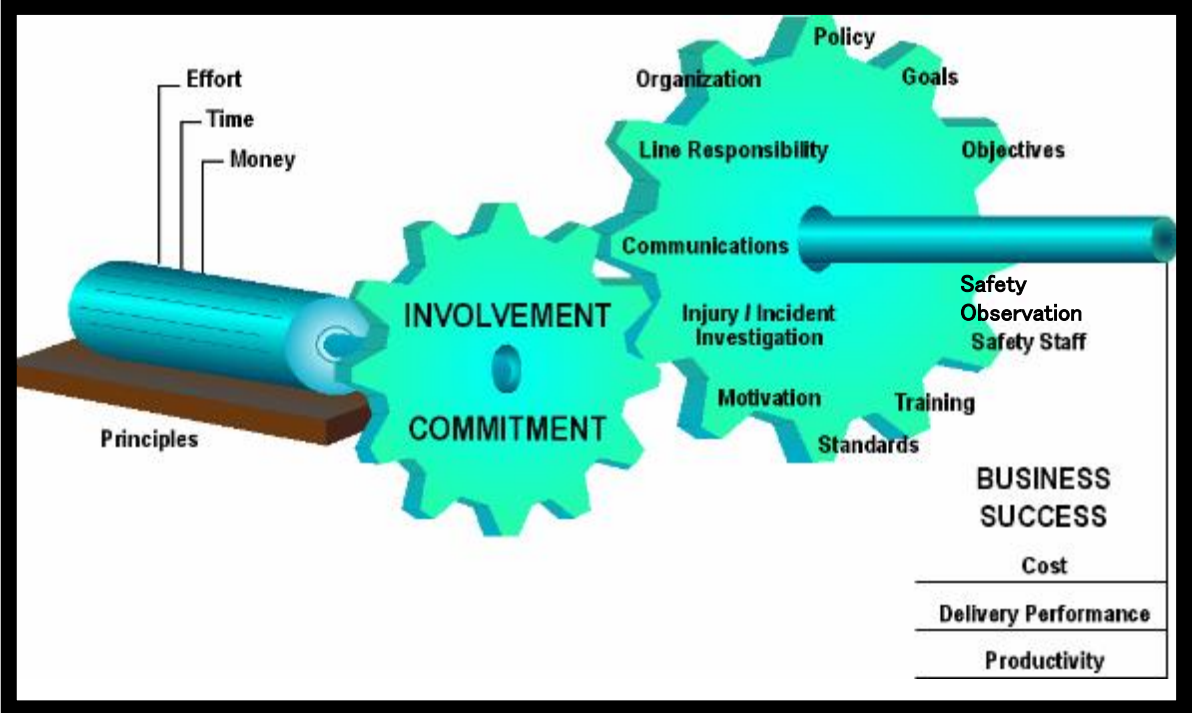


Unsafe Acts



Good Safety = Good Business





- Safety Observation program
- Incident investigation system
- Training & Capability building
- Involvement of entire organisation
- Management commitment

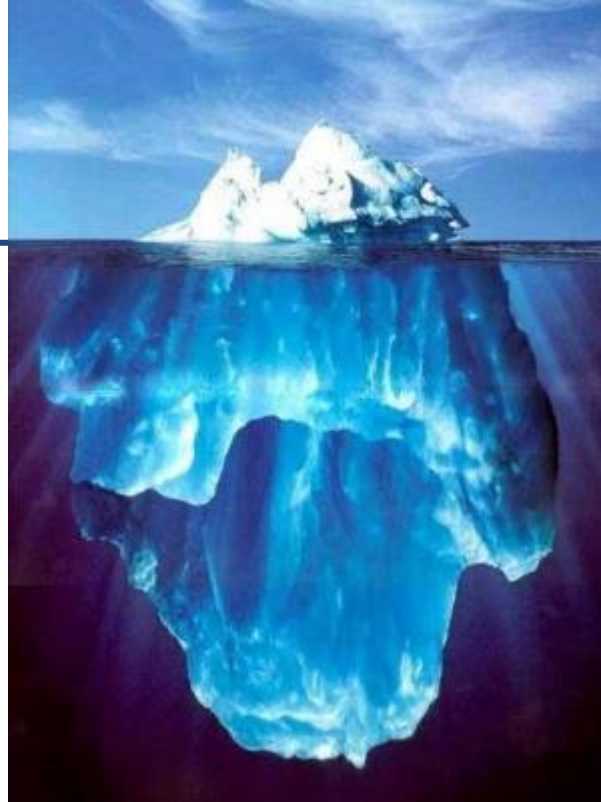
- All injuries can be prevented.
- All injuries must be reported immediately.

- Maximum involvement.
- Analysis and judgement at all levels.
- Information flows up.
- Information flows down.
- All branches and levels work together.

Iceberg

Fatalities
Lost Time Injuries
Medical Treatment Cases
First-Aid Cases

Unsafe Acts
Unsafe Conditions

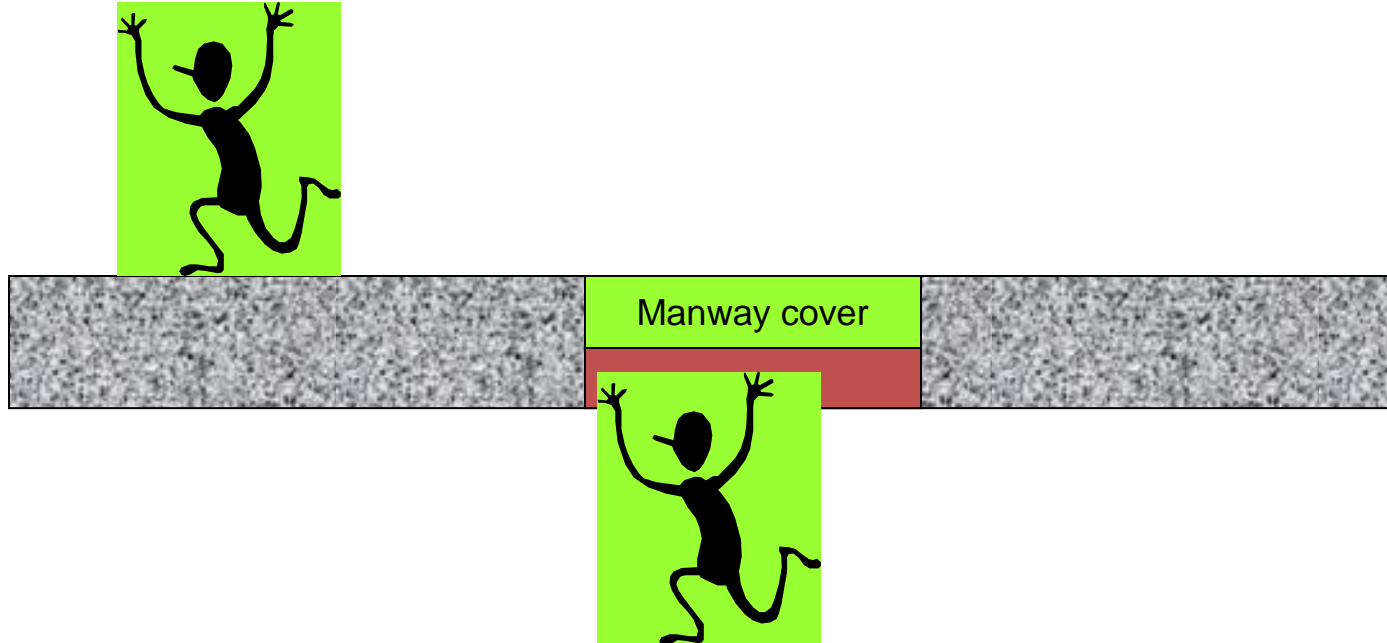


- **Unsafe act**: Unsafe Act is conduct (whether witnessed or not) that unnecessarily increases the likelihood of injury, violates established safety rules, or is contrary to expected conduct. Employees' unsafe acts show poor safety attitudes and indicate a lack of proper safety training. An unsafe act
 - Offers injury potential to the employee involved and may expose other people to injury.
 - Could be a violation of either an established safety rule or procedure, or of an unwritten rule of common sense or good judgment.
 - May not have been previously recognized as presenting injury potential, and may violate no applicable existing rule or procedure.
 - Need not be limited to a specific job.
 - Can be an action or inaction that may lead to an accident or injury if not corrected

- **Unsafe Condition**: An unsafe condition is a condition, may be caused by the action or inaction of employees in an area that may lead to an incident or injury if uncorrected. It may be caused by faulty design, incorrect fabrication or construction, or inadequate maintenance and subsequent deterioration. The key point that differentiates unsafe conditions from unsafe acts is that unsafe conditions are normally beyond the direct control of employees in the area where the condition is observed.

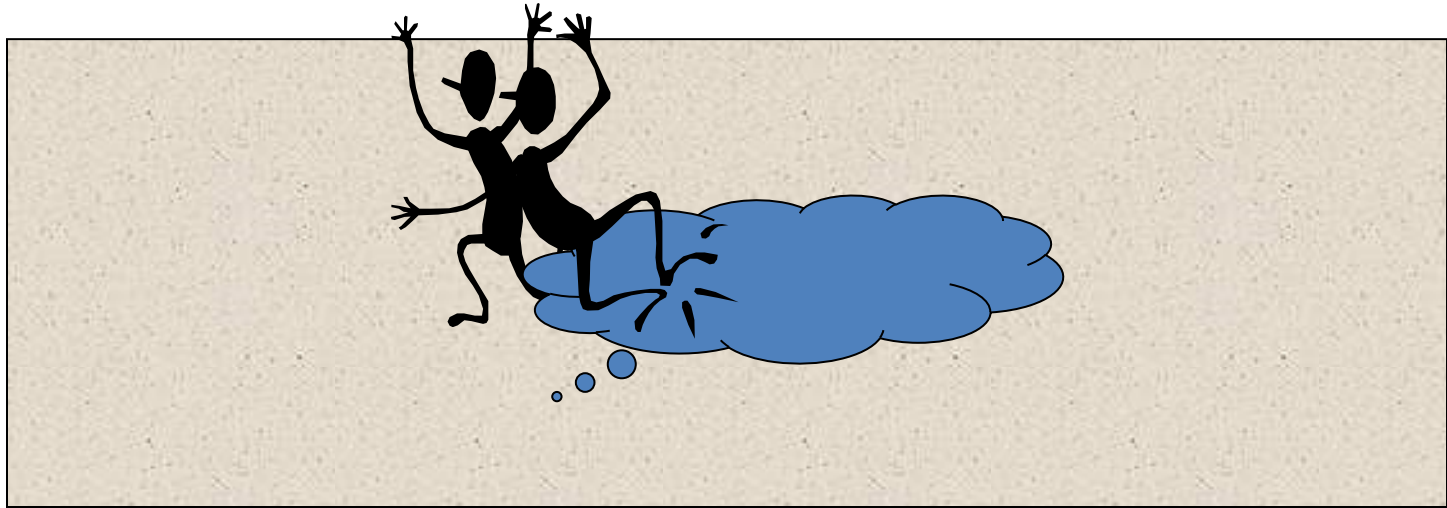
EXAMPLES :

- **Manway cover missing on the ground**



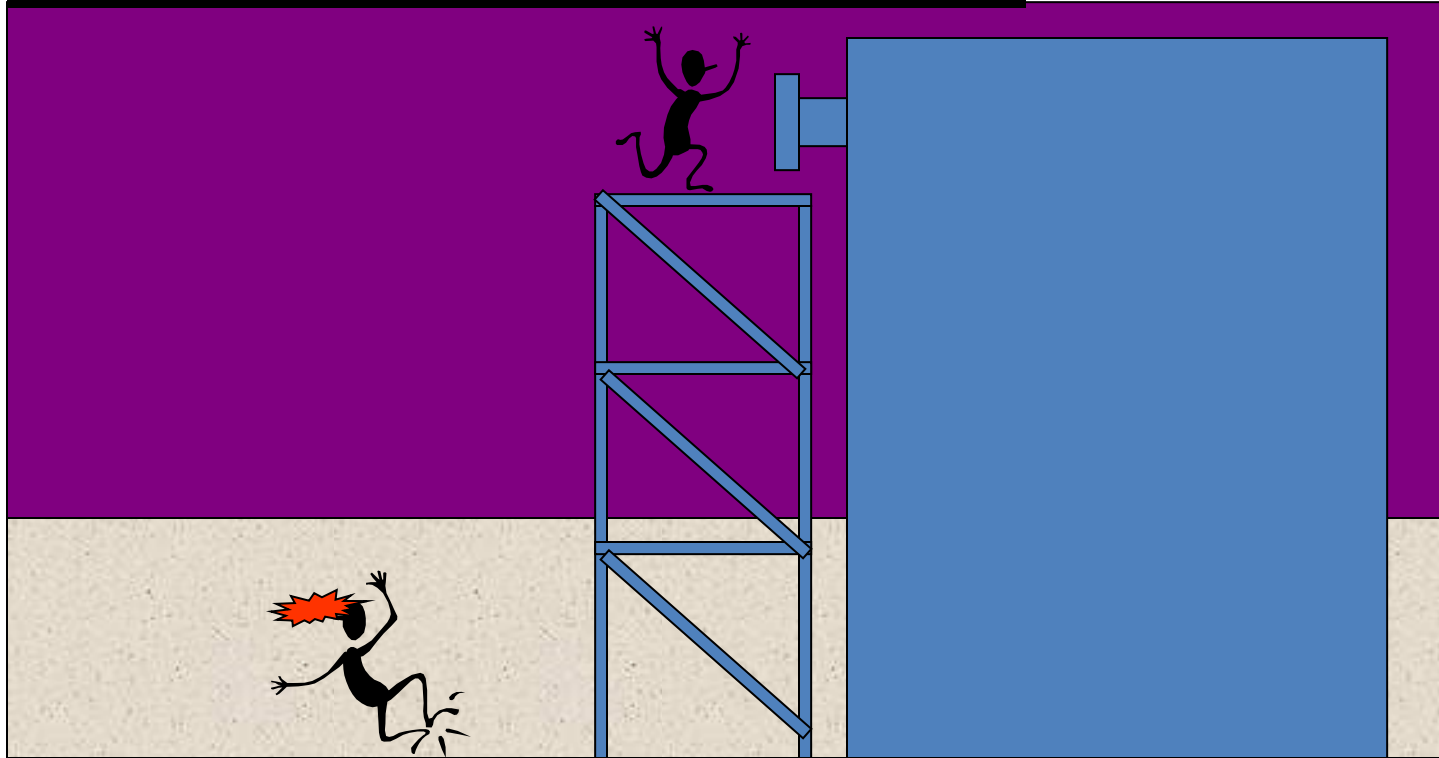
EXAMPLES :

- **OIL SPILLAGE ON THE GROUND**



EXAMPLES :

- Scaffolding without handrails



*Every manager, supervisor,
team member, and/or
employee is responsible for
his/her safety and the safety of
anyone else in the area.*

Why Safety ?



An event which is
Unplanned, Undesired,
Unexpected and Uncontrolled
& which results in damage to
property or injury to person or both

**A HAZARD IS SOMETHING
WHICH HAS THE POTENTIAL
TO CAUSE INJURY.**

**EXAMPLE :
ELECTRICAL CABLE JOINT
WITHOUT INSULATION**

**RISK IS THE LIKELIHOOD THAT
THE HAZARD WILL RESULT IN AN
ACCIDENT.**

**RISK ALSO CONSIDERS HOW
SERIOUS THE RESULTANT INJURY
WOULD BE**

**EXAMPLE:
ELECTRIC SHOCK**

The Truth Revealed

**Direct
Cost**

HOSPITALISATION **COMPENSATION**

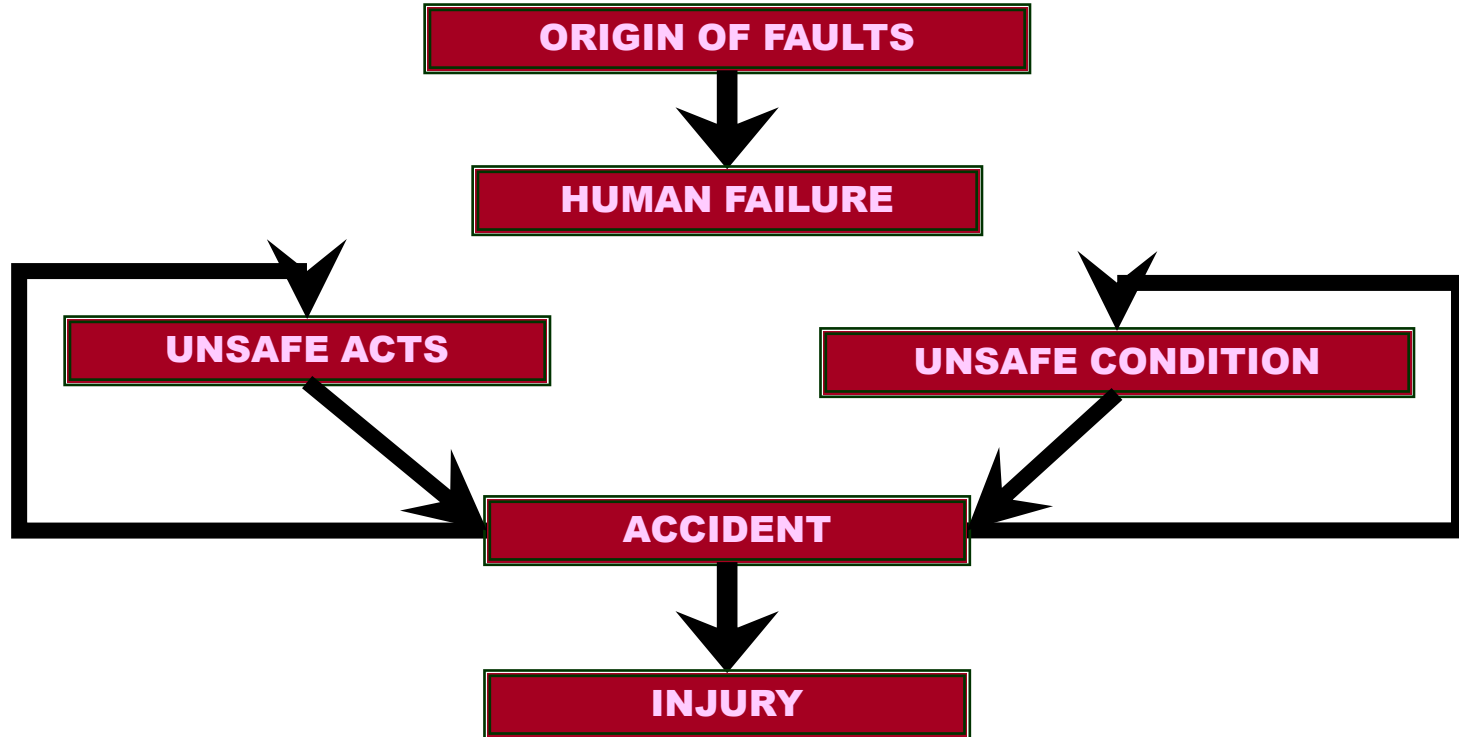
**Indirect
Cost -
upto50
times
of
direct
cost**

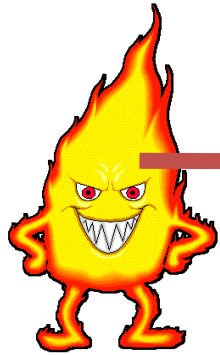
SUPERVISOR'S TIME **TOOL & EQUIPMENT DAMAGE**
INVESTIGATION TIME **OVERTIME & TEMPORARY LABOUR**
LOSS OF EXPERTISE/EXPERIENCE
EXPENDITURE ON EMERGENCY SUPPLIES
PLANT & BUILDING DAMAGE **PRODUCT & MATERIAL DAMAGE**
PRODUCTION DELAYS
DIVERTED CLERICAL EFFORT

Are there only two items of costs ?

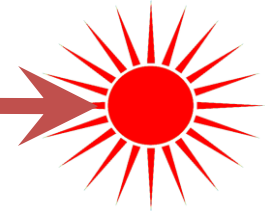
Cause of accidents

Chain of Event

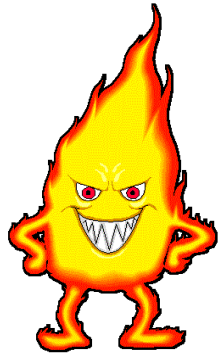




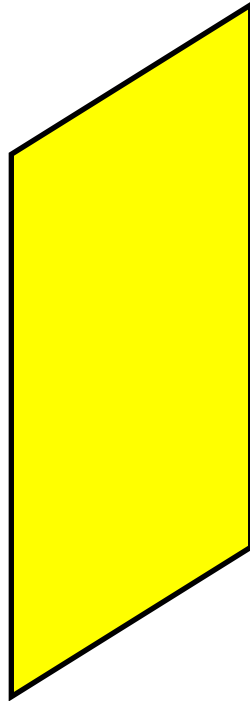
Hazards



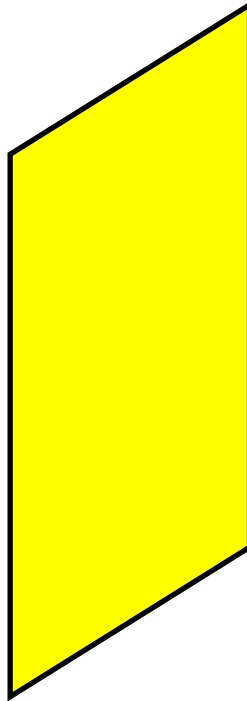
Incident



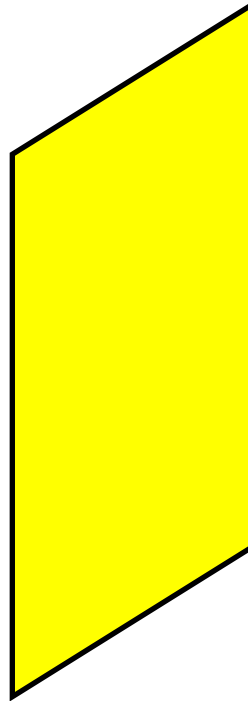
Hazards



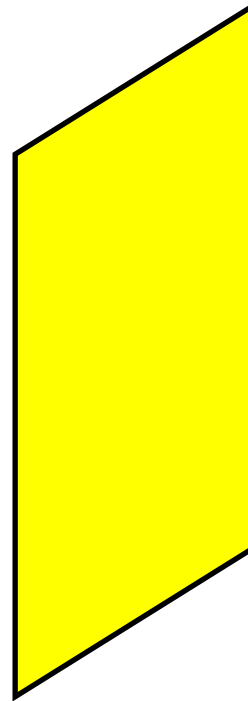
Organisational
barriers



Leadership /
Supervision



Tools &
Equipment

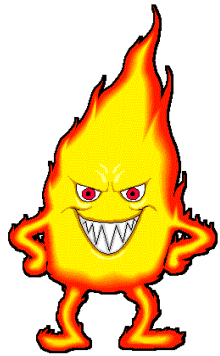


Safe
behaviour

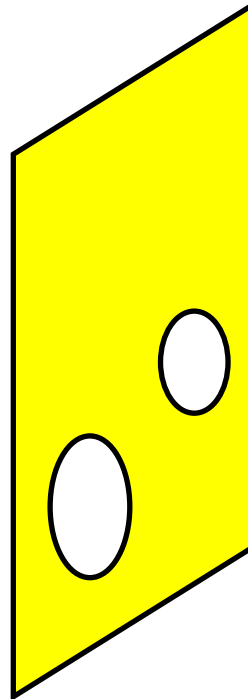


Incident

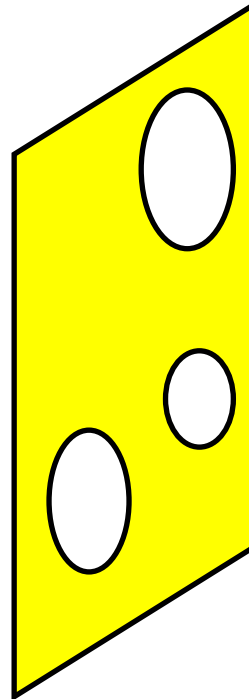
Swiss cheese Incident Causation Model



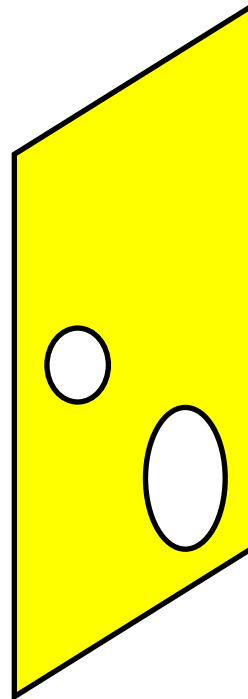
Hazards



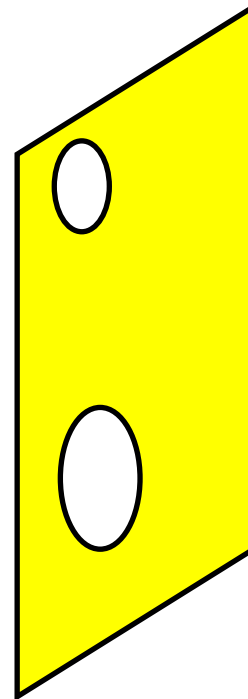
Organisational
barriers



Leadership /
Supervision



Tools &
Equipment

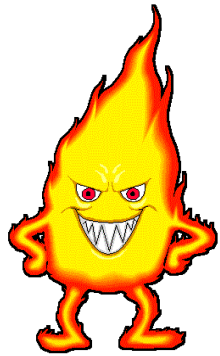


Safe
behaviour

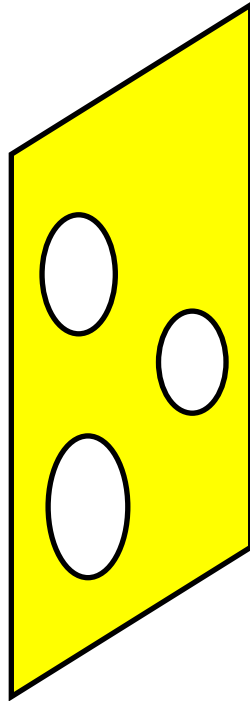


Incident

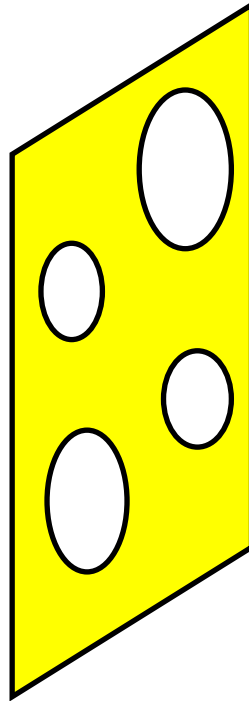
Swiss cheese Incident Causation Model



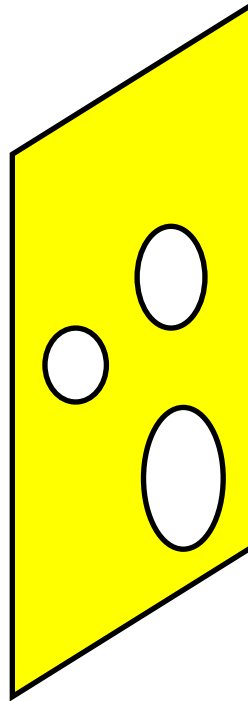
Hazards



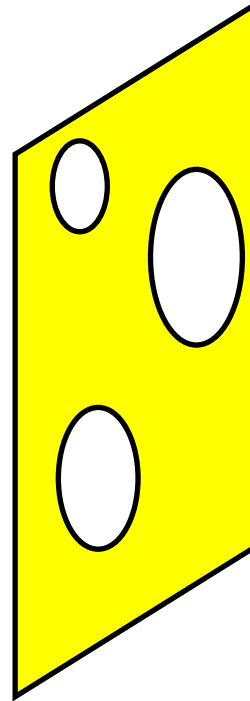
Organisational
barriers



Leadership /
Supervision



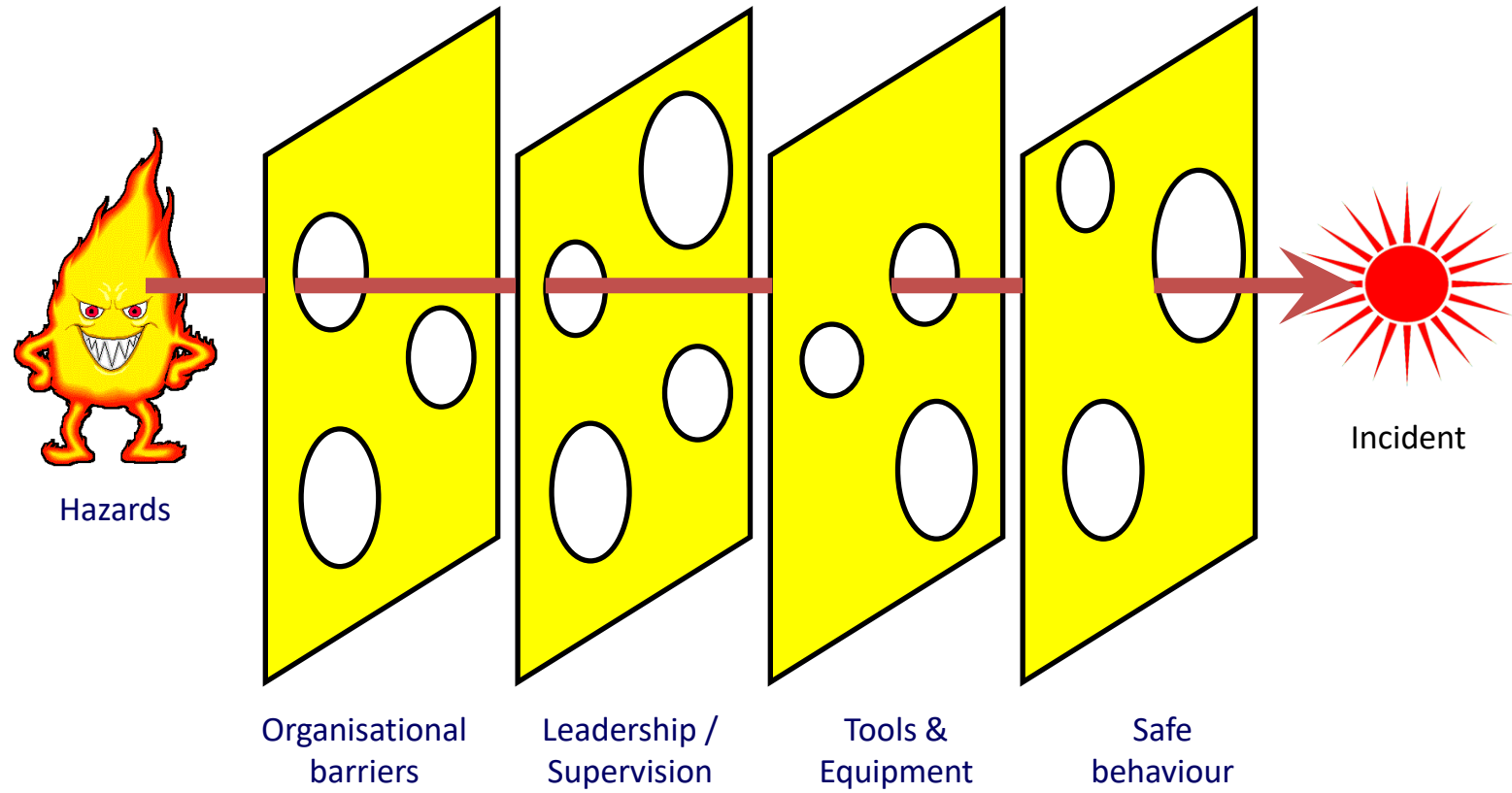
Tools &
Equipment

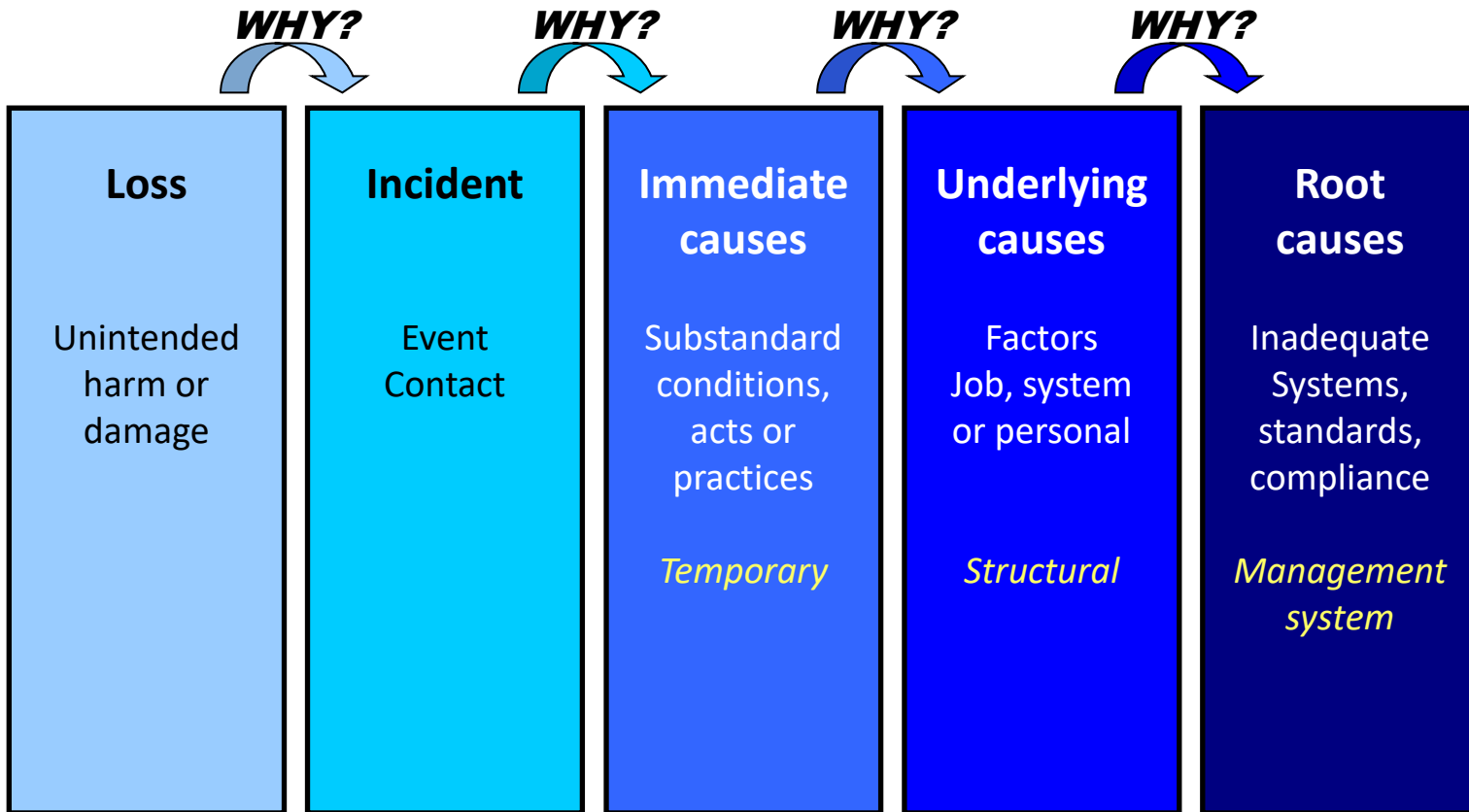


Safe
behaviour



Incident

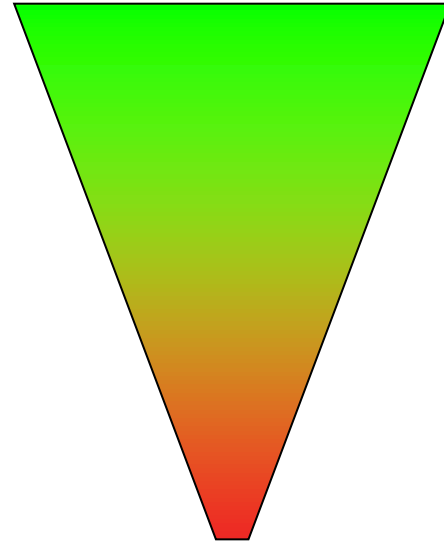




Risk control hierarchy

- Elimination of the hazard
- Reduction of the hazard (substitution)
- Isolation of the hazard (distance)
- Enclosure of the hazard (cage)
- Mitigation of the effect of the hazard
- Procedural controls (SOPs, housekeeping)
- Personal protection

Effectiveness





Risk control hierarchy

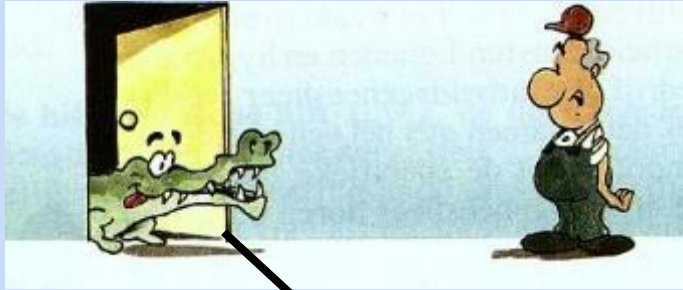
- Elimination of the hazard
- Reduction of the risks (substitution)
- Isolation or prevent access (distance/ isolation)
- Engineered controls (cage / limits)
- Mitigation of the effect of the hazard
- Personal protection & procedural controls (PPE, SOPs, housekeeping)



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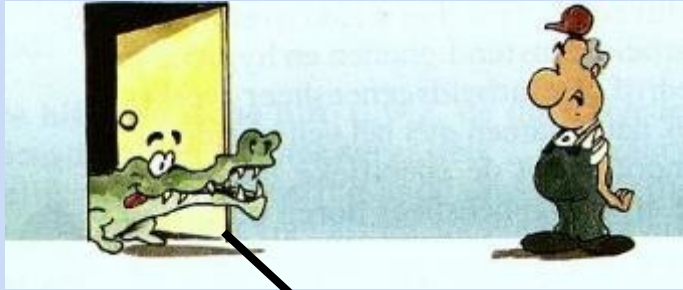


Australia

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Dentist

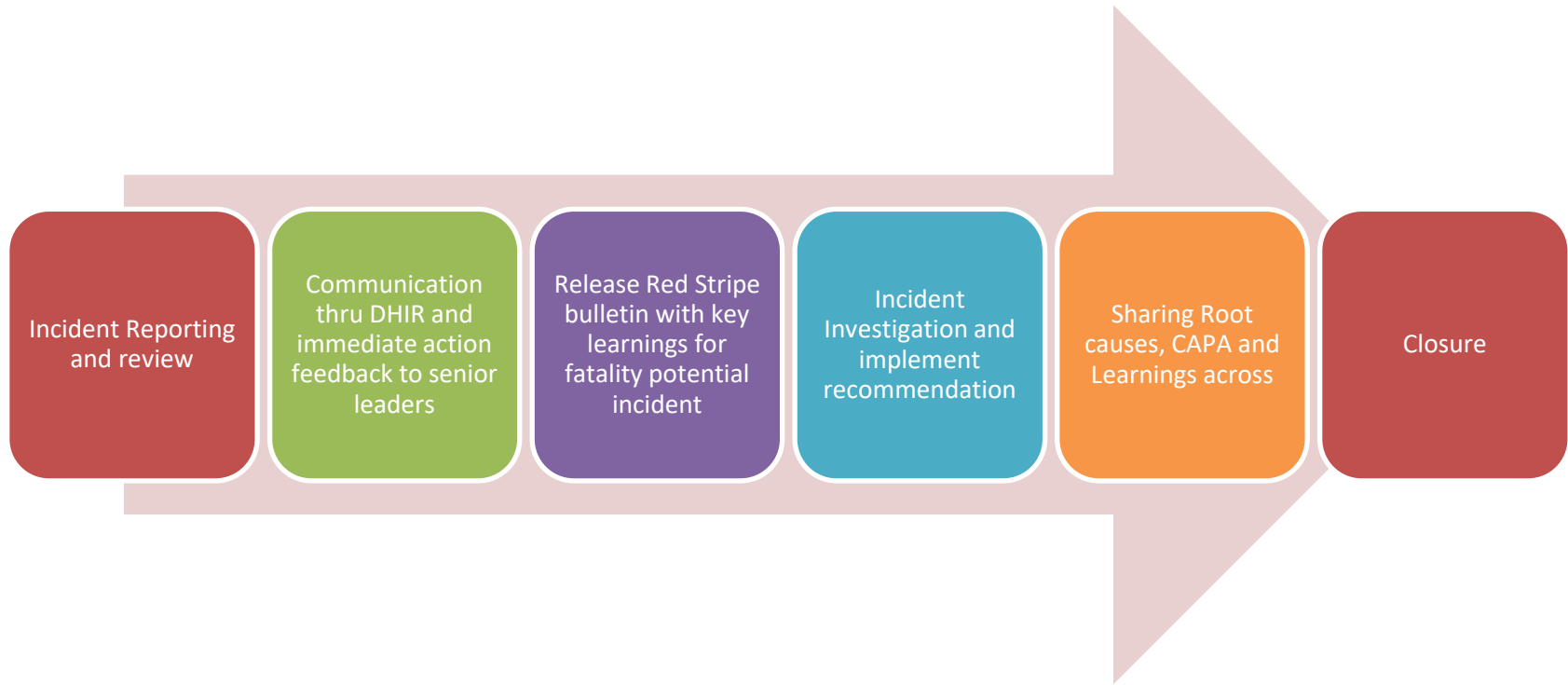
- Elimination of the hazard
- Reduction of the risks (substitution)
- Isolation or prevent access (distance/ isolation)
- Engineered controls (cage / limits)
- Mitigation of the effect of the hazard
- Personal protection & procedural controls (PPE, SOPs, housekeeping)



- Elimination of the hazard
- Reduction of the risks (substitution)
- Isolation or prevent access (distance/ isolation)
- Engineered controls (cage / limits)
- Mitigation of the effect of the hazard
- Personal protection & procedural controls (PPE, SOPs, housekeeping)

Incident reporting, Investigation and Learning

Incident Management



- Fatality CAPA is shared across divisions and facilitates for horizontal implementation
- Detailed Presentation on High potential /severity incidents details of , investigation findings, root causes, CAPA and key learnings shared to all divisions.
- Fatal incident from other companies and key learnings also shared across divisions and drive them for action planning and implementation for preventing similar incident at TPSODL

Discussion and briefing

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