

1. RESPONSIBILITY FOR COMPLIANCE

- 1.1 The Contractor shall comply and ensure that all members of Contractor Group comply with all applicable Kuwaiti laws for Environmental, Health and Safety and these Environmental, Health and Safety Requirements (“Requirements”) within the Site. The Requirements are intended to promote a safe and healthy workplace where the Services/Works are performed without incident and in an environmentally-sound manner.
- 1.2 These Requirements are a minimum standard and are intended to supplement, not to replace the Contractor’s safety program. The Contractor may implement additional measures, as necessary, to assure workplace, environmental, health and Safety protection, and shall implement all additional measures required by all applicable Kuwaiti laws.
- 1.3 The requirement for the Contractor to comply with these Requirements does not alter the Contractor’s status as an independent Contractor, does not change the rights or obligations the Contractor has as an independent Contractor, and does not amend or restrict the Contractor’s liabilities and indemnities provided in this Contract. All costs associated with compliance shall be deemed included in the Contract Price, and the Contractor has no right to claim any additional payment not specifically provided for in this Contract because of the requirement for compliance with these Requirements.
- 1.4 The Contractor shall communicate these Requirements to all members of the Contractor Group prior to entering the Site. The Contractor shall maintain written documentation of its actions undertaken to fulfill these responsibilities and maintain a copy of those written documentations at the Site office.
- 1.5 The Contractor shall provide the Superintendent with the names of its representatives and those of Sub-contractors who are responsible for environmental, health, safety and security protection in the Site.
- 1.6 The Superintendent may inspect the performance of the Services/Works in the Site at any time to determine compliance with these Requirements and prescribe measures to the Contractor to achieve compliance. The Contractor shall implement steps to achieve compliance with these Requirements.
- 1.7 The Contractor shall ensure that the Services/Works are carried out in accordance with the requirements of environment, health, Safety and security provided by Kuwaiti law and with safe working practices as required by the Company. The Contractor shall comply strictly with the Company’s Standard Operating Procedures. A copy of all Standard Operating Procedures of the Company can be obtained by accessing the Company’s website: <http://jopcontractors.chevron.com/>. The Contractor shall provide and maintain at all times until the issuance of the Certificate of Completion and during the progress of the Services/Works all required safety equipment necessary to perform the Services/Works effectively, efficiently and safely. The Contractor, where deemed necessary, shall provide adequate measures to safeguard the Services/Works and all Equipment, Vehicles, materials and facilities on the Site, the cost of which shall be deemed included in the Contract Price.
- 1.8 The Contractor shall convene daily and weekly safety meetings with its employees and that of its Sub-contractors and prepare safe work plans for every job prior to its initiation and

shall provide adequate safety supervision for all of the said employees so as to ensure safe working without loss of time and accident.

- 1.9 The Contractor shall remove and replace at its expense any Equipment or Vehicle which, in the opinion of the Superintendent, is unsafe.

2. CONTRACTOR HEALTH ENVIRONMENT SAFETY MANAGEMENT

- 2.1 The Contractor shall engage (and shall require all members of the Contractor Group to engage) in activities required by the Company to achieve Incident Free Operation (“IFO”) through compliance with the Company’s Contractor Health Environment Safety Management’ (“CHESM”) program which is designed to eliminate the Contractor Group’s Environment, Health and Safety (“EHS”) incidents and injuries.
- 2.2 The Superintendent may assign the Contractor an EHS rating according to the CHESM qualification procedure.
- 2.3 The Superintendent may require the Contractor to attend pre-job activities to ensure the Contractor has appropriate processes, procedures, risk assessments, job safety assessments and mitigation plans in place. Contractor shall ensure that all mitigation action items are closed out by due dates specified in the mitigation plan. Failure to do so may result in certain consequences agreed upon in writing by the Superintendent and the Contractor.
- 2.4 The Superintendent may require the Contractor to conduct interim performance reviews from time to time and an end-of-Contract EHS performance evaluation upon completion of the Services/Works.
- 2.5 The Superintendent may conduct EHS audits of the Contractor Group and, any deficiencies noted in the audits and communicated to the Contractor, shall be promptly corrected or mitigated by the Contractor within the timeframe agreed to by the Superintendent and the Contractor.

3. ENVIRONMENTAL, HEALTH AND SAFETY WORK PLAN

- 3.1 On or before the Effective Date of the Contract, the Superintendent shall advise the Contractor whether a detailed EHS Work Plan (“Plan”) is required, and if so, of the scope of the Plan. The Contractor shall prepare the Plan within timeframe specified by the Superintendent but no later than the Date for Commencement of the Contract. The Contractor's Plan shall take into consideration the Company's Standard Operating Procedures.
- 3.2 The Plan developed by the Contractor shall establish clear EHS responsibilities for managers, engineers, supervisors, safety representatives, and the Contractor Group.
- 3.3 The Plan developed by the Contractor shall describe the environmental, health and Safety issues associated with the Services/Works, and the mitigation measures required to address these issues. The Contractor shall ensure that the Plan is based on, and complies with the applicable laws, decrees, codes, standards, administrative rules and regulations, relevant Company policy, processes and standards, the Requirements and generally accepted good international industry practices for the industry in which the Services/Works are to be

provided. If an inconsistency or conflict exists between components of these laws, decrees, codes, standards, rules, regulations, policy, the Requirements and practices, the Contractor shall ensure that it complies with the most stringent to the extent that it is legal.

- 3.4 The Superintendent has the right, but not the obligation, to review the Contractor's Plan and either approve the Plan or return it to the Contractor with notice of deficiencies. The Contractor shall correct any deficiencies and resubmit the Plan within the timeframe specified by the Superintendent for the Superintendent's review. The Superintendent's review of the Plan does not absolve the Contractor of its responsibility to develop and implement a Plan that complies with applicable laws and the Requirements.

4. CONTRACTOR'S EHS PERSONNEL STAFFING AND MINIMUM QUALIFICATION REQUIREMENTS

- 4.1 The Contractor shall employ not less than the following number of dedicated safety personnel commensurate with the total number of personnel employed on the Services/Works at the Site, the cost of which shall be deemed included in the Contract Price if provision has not been made for such personnel in the Form of Tender and its attachments, if any. Dedicated safety personnel shall start at one person for 25 or less contractor field employees and one additional person for every additional 50 or part of 50 contractor field employees. For complex tasks, the Contractor shall deploy more comprehensive EHS organization, if the Superintendent instructs so.
- 4.2 If, for any reason, during the execution/performance of the Services/Works the number of Contractor safety personnel drops below that required by this Contract, the Contractor shall notify the Superintendent in writing and provide adequate replacement to ensure continuity of critical safety coverage.
- 4.3 Contractor's safety personnel shall be exclusively responsible for implementation/coordination of the Contractor's EHS Management System and their role shall be advisory. The ultimate accountability for the Contractor's EHS performance shall rest with the Contractor's senior management representative responsible for execution/performance of the Services/Works.
- 4.4 Contractor's safety personnel shall be free from any other responsibility and no sharing of dedicated safety personnel between different contracts shall be allowed. Any exception to this shall be subject for approval in writing by the Superintendent.
- 4.5 The Contractor shall ensure that its safety personnel engaged under this Contract are properly qualified and experienced and are aware of environmental, health and Safety requirements of the Contract. Listed below are the minimum qualification requirements relevant to the safety positions.
- (A) Contractor Safety Engineer - The Contractor's Safety Engineer shall be a graduate engineer (i.e. Civil/Mechanical/Chemical/Safety, with minimum 4-year college degree) and he/she shall be fluent in written and verbal communication using the English language with five (5) years minimum experience preferably in the Oil and Gas industry as a Safety Engineer.

- (B) Contractor Safety Officer/Supervisor - The Contractor's Safety Officer/Supervisor shall possess Bachelor of Science degree (3-4 years college degree) or Technical Engineering Diploma (2-3 years diploma course from recognized institute) as a minimum and he/she shall be fluent in written and verbal communication using the English language with five (5) years minimum experience preferably in the Oil and Gas industry as a Safety Officer/Supervisor.

If any provisions for Contractor safety personnel staffing and qualification are made elsewhere in this Contract, the most stringent requirements shall prevail.

- 4.6 Prior to mobilization, curriculum vitae (CV) of all candidates shall be submitted to the Superintendent for review and approval.

5. ENTRANCE TO THE SITE

- 5.1 Before the Date for Commencement, the Contractor shall inspect and confirm that the Site is safe and if not, promptly report any unsafe condition to the Superintendent. Failure to promptly report an unsafe condition to the Superintendent precludes the Contractor from asserting any defense or claim against the Company in reliance on an unsafe condition which should have been observed during inspection.
- 5.2 The Contractor shall comply with the Company's security requirements that the Superintendent communicates to the Contractor during the performance of the Services/Works.
- 5.3 The Contractor shall ensure that only those of the Contractor Group having authorized business arising out of this Contract are allowed in the Site.
- 5.4 The Contractor shall apply for passes for its personnel, Equipment and Vehicles to be employed on the Services/Works, with all relevant particulars including evidence of sponsorship thereof, within the time specified in the Contract to enable the Services/Works to proceed without delay. The Company shall issue passes for entry into restricted work areas subject to the Contractor applying for them on prescribed forms, stipulated elsewhere in the Contract.
- 5.5 The Company reserves the right to not issue passes to personnel not sponsored by the Contractor or its Sub-contractors and the Contractor shall not be entitled to claim for any resultant delays or costs.
- 5.6 The Contractor shall be responsible for obtaining any other passes/permits from the State authorities necessary for the performance/execution of the Services/Works.
- 5.7 The Company's operational areas shall be considered restricted areas.
- 5.8 The Contractor shall ensure that all members of the Contractor Group carry with them at all times whilst engaged at the Site, their Contractor's identification badge or card, their restricted area pass and relevant work permit together with any other passes as may be required from time to time by the Company or State authorities.

- 5.9 The Contractor shall ensure that all passes issued to the Contractor Group are promptly returned to the Superintendent upon their expiry or on completion (or earlier termination) of the Services/Works or at the time of dismissal of any personnel employed for the Services/Works.

6. MOTOR VEHICLE SAFETY

- 6.1 The Contractor shall have, comply and ensure that all its personnel and members of the Contractor Group comply with its own motor vehicle safety plan (“Motor Vehicle Safety Plan”) unless the Services/Works performed/executed do not require the operation of Motor Vehicles and Equipment (“Vehicle”). The Superintendent may review this Motor Vehicle Safety Plan and, if required, the Contractor shall implement improvements.
- 6.2 The Contractor shall comply and ensure that all members of the Contractor Group comply with rules and regulations, including written instructions prescribed by the Company and communicated to the Contractor, relating to Vehicle safety.
- 6.3 All Contractor personnel whose job responsibilities involve driving a Motor Vehicle shall be trained in defensive driving before operating a Motor Vehicle for Company business. Defensive driver training content shall conform to specifications set forth in Royal Society for prevention accidents (RosPA) “Safe Driving at Work” or equivalent industry recognized standard which shall be delivered by a certified instructor. High exposure drivers and professional drivers shall receive the prescribed driver training within three months of hire and/or of assuming driving responsibilities. All Contractor drivers shall renew their Defensive Driver training at an interval not exceeding 3 years.
- 6.4 The Contractor shall ensure that all Vehicles are in safe operating condition and operators are properly trained, qualified, licensed and/or certified. The Contractor shall ensure that these Vehicles are equipped with seat belts for driver and passengers and that operator and passengers use seat belts at all times. The Contractor shall ensure that all Vehicles are equipped with air conditioners and heaters and are in safe operating condition at all times.
- 6.5 All Contractor professional and high exposure drivers shall be both physically and mentally fit for duty. The Contractor shall develop driver “Fitness for Duty” criteria as a part of its Motor Vehicle Safety Plan. These criteria shall, among other factors, include physical, mental and emotional health as well as state of fatigue. The Contractor’s professional and high exposure drivers and heavy equipment (i.e. cranes, forklifts, excavators) operators shall receive medical examination according to the following schedule:
- (A) Pre-hire or pre-placement
 - (B) Return to work
 - (C) Job transfer
 - (D) Periodically, every year for 50+ years old, after (A), (B) or (C)
 - (E) Periodically, every 3 years less than 50 years old or after (A),(B),or(C)
- 6.6 Except as provided under this clause, the operator of a Vehicle shall not use a cellular telephone or any other communication device, in either hand-held or hands-free mode, while the Vehicle is in motion. Telephones or communication devices may be left in an “on”

position to alert drivers of an incoming call; however, calls shall not be answered until the Vehicle has been stopped in a safe location. This guideline does not apply to the Contractor's use of facility mobile equipment (e.g., forklifts, electric carts, fire trucks, etc.), dispatch or emergency response communications, or citizen band radios if previously approved to do so in writing by the Superintendent.

- 6.7 The Contractor shall supply all the motor vehicles fitted with Driving Monitor Device (DMD) that the Contractor shall use to perform/execute the Services/Works specified in the Contract and, when requested or instructed by the superintendent. The Contractor shall have working DMD system in place or develop and implement such a system before the Date for Commencement. The Contractor shall download the data on monthly basis and submit driver reports monthly and or instructed by the superintendent. The Contractor may deviate from these requirements only with explicit written approval from the Superintendent. The driving monitor device should meet the following minimum specifications:

- A. Fleet management Driving Monitor Device (DMD) Telematics or equivalent
- B. Wiring harness with integrated buzzer include CAN interface
- C. Driving warning buzzer can be set to sound where event occurs
- D. Plug harness and socket
- E. Access control to vehicle restricted access to vehicle
- F. Blue driver plugs (driver log on) or equivalent
- G. Violation and event monitoring – overspeed, Rapid acceleration, harsh breaking, seatbelt violations and over revving.
- H. On board computer to determine if the driver has a permission to start a vehicle or not
- I. Geo-Fencing speed limits on the road.

The report shall include but not limited to the following

- (1) Driving scoring reports
- (2) Driver vehicle performance report
- (3) Dash board reports
- (4) Event reports

(5) Movement reports

- 6.8 The Superintendent may request review of the Contractor's monthly system data and recommend measures to improve the Contractor's vehicular safety performance. The Contractor shall provide information derived from the driving monitor device when required by the Superintendent and/or on an ongoing basis (i.e. monthly) for the duration of the Contract.
- 6.9 The Contractor shall ensure that motorcycles are not used for performing/executing the Services/Works except if approved in writing by the Superintendent.
- 6.10 The Contractor shall adhere to the Company specified speed limits. In the event that any of the Contractor's personnel do not follow the speed limits, the Superintendent may direct the Contractor to replace such personnel at no additional cost to the Company.

7. SMOKING

- 7.1 Smoking is strictly prohibited in all areas containing crude oil or fuel storage, gas processing and compression equipment and separation or treating equipment. Smoking is only permitted in designated, authorized areas.
- 7.2 The Superintendent shall have the right to order persons observed smoking in unauthorized areas to cease or to leave the Site.
- 7.3 Smoking is prohibited in Company provided Vehicles or in any Vehicles used by the Contractor or any member of the Contractor Group for the Services/Works.

8. MANAGING SAFE WORK (MSW)/WORK PERMIT

- 8.1 The Contractor shall ensure that its supervisors understand their roles and responsibilities with regard to MSW and translate them into actions and behaviors that are visible.
- 8.2 The work permit applies to work that requires a specific permit to perform the work. It requires identification of job task hazards, evaluation of job task risks, specification for control measures to track performance and use of those control measures to prescribe improvements to performance. Its purpose is to prescribe documented practices to manage and control risks associated with the particular work. All work permit/certificate signatories shall be fluent in written and verbal communication using the English language (IELTS Level 5.5).
- 8.3 Prior to starting any non-routine, safety critical work or field activities, the Contractor shall perform a Job Hazard Analysis ("JHA"). The Contractor shall ensure that the JHA accomplishes all of the following:
- (A) Study and record each step of any non-routine, safety critical work or field activities.
 - (B) Identify existing or potential Equipment, environmental or action generated job hazards.

(C) Determine the best way to perform the job and mitigate or eliminate hazards and risks.

8.4 Prior to starting any non-routine, safety critical work or field activities, the Contractor shall communicate the JHA to its employees and all members of the Contractor Group who will perform the non-routine, safety critical work.

8.5 Before hot work operations are conducted, the Contractor shall obtain a determination from the Superintendent’s Representative whether a hot work permit is required and if required, shall develop, implement and comply with all conditions of any hot work permit.

8.6 The Contractor shall develop, implement and comply with and ensure that all its personnel comply with written safe-entry procedures for any Services/Works involving entry into confined spaces, limited access vessels or below grade pits.

8.7 The Contractor shall develop, implement and comply with an energy isolation system (lock-out/tag-out) before any of its personnel performs work on Equipment or machinery.

8.8 The Contractor shall ensure that the following safety roles (as described in JOSOPs and/or industry standards) are filled by qualified persons (having relevant experience and formal training) while conducting the following activities:

Activity	Safety Role
(A) Hot Work	Fire Watch
(B) Confined Space Entry (CSE)	Safety Watch, CSE Rescuers
(C) Scaffolding	Certified Scaffolding Supervisor
(D) Air Testing	Air Tester
(E) Heavy Lifting	Certified Rigger, Certified Crane Operators
(F) Trenching and Excavation	Competent Person (Civil Engineer)
(G) Radiography	Radiological Safety Officer

8.9 The Superintendent’s Representative where necessary, shall issue to the Contractor work permit bearing the name of the Contractor’s Representative for the execution of specific work. The Contractor shall apply for and obtain work permits in a timely manner so as to ensure uninterrupted progress of the Services/Works. Where the Contractor’s Representative has been notified of the necessity for a work permit or procedures to be followed in any work, the Contractor shall ensure that the work is not carried out without a current work permit or without the Contractor’s personnel named on the work permit being in continuous attendance. The Company shall issue hot or cold work permits on a daily basis, whereas, the Company may take up to seven (7) days to issue excavation permits.

- 8.10 The Company will use its reasonable endeavors to ensure that a continuous work permit for the maximum period allowable under the Company's Standard Operating Procedures is issued.
- 8.11 The Contractor shall ensure that a Stop Work Authority (SWA) policy is established, communicated and reinforced; but compliance with SWA does not excuse the Contractor from its obligation to perform the Services in a timely manner as required by this Contract.
- 8.12 The Contractor shall be deemed to have made allowance in the Contract Price for reasonable delays due to stoppages of work occurring as a result of Safety or operational requirements.
- 8.13 The Contractor shall be entitled to an extension of time, where appropriate, by one (1) working day, where work is suspended for reasons of Safety or operational requirements by the Superintendent for a period exceeding four (4) hours on any day provided that the suspension was not due to any act, omission or failure by the Contractor.
- 8.14 The Contractor, where the nature of the Services/Works warrant, shall safeguard all buried or exposed pipelines, cables and other installations and shall take all steps to acquaint itself with the line, levels and positions of all such installations before commencing any work. In particular, the Contractor shall ensure that any compacting effort applied over or close to such installations shall not endanger them in any way. If deemed necessary by the Superintendent's Representative, only hand compaction shall be employed. Where necessary, the Contractor shall install suitable protective barriers for safeguarding existing installations.
- 8.15 The Contractor shall not use oxy-acetylene cutting gear or welding tools on the Services/Works unless it has obtained prior permission in writing from the Superintendent.

9. SCAFFOLDING & TEMPORARY PLATFORMS FOR WORK AT HEIGHT (>2 METERS FROM GROUND LEVEL)

- 9.1 The Contractor shall ensure compliance with OSHA Standards 29 CFR 1910.28, 29 CFR 1910.29, 29 CFR 1926 Subpart L and 29 CFR 1926 Subpart M or equivalent British Standards for erection, use and maintenance of scaffolding including ladders and stairways.
- 9.2 All scaffold design, erection, modification, maintenance, inspection and dismantling shall only be performed by qualified scaffolding services providing companies (scaffolding Sub-contractor) who have been reviewed and accepted by the Superintendent.
- 9.3 A scaffolding Sub-contractor is an entity who oversees a team of workers who will design, erect, maintain, inspect and dismantle scaffolding structures including stairways and ladders. The scaffolding Sub-contractor shall be responsible for delivery of the scaffolding materials and ensure proper installation of scaffolding. The scaffolding structure shall be inspected by the Sub-contractor during the construction/project execution to ensure the scaffolding has not undergone any changes that may affect its stability or Safety.
- 9.4 A copy of the contract between the Contractor and the Sub-contractor for scaffolding services shall be submitted to the Superintendent. The Contractor is recommended to hire an independent professional scaffolding services provider to provide scaffolding services as

needed. The Contractor shall contact the Superintendent for the most up to date list of acceptable and recommended scaffolding Sub-contractors for scaffolding services.

10. PRESSURE TESTING

- 10.1 The Contractor shall ensure that its employees and members of the Contractor Group do not test pipes or pressure vessels with or without compressed air, gas or service fluid, without the Superintendent's prior written approval.

11. EXPLOSIVES AND HAZARDOUS MATERIALS

- 11.1 If explosives are required in the performance/execution of the Services/Works, the Contractor shall train its employees and provide the Superintendent with written notification regarding the proposed use, storage and handling of explosives prior to the start of the blasting. Further, the Contractor shall ensure that its employees are qualified to perform this type of work.
- 11.2 The Contractor shall notify and receive the Superintendent's prior written approval before chemicals or hazardous substances are brought to the Site. Reference shall be made to the Company's relevant Standard Operating Procedures, for details.
- 11.3 The Contractor shall ensure that all hazardous substances used in the performance of the Services/Works are handled, stored, transported, identified, documented and secured in a safe and environmentally-sound manner.
- 11.4 The Contractor shall maintain and ensure that the Contractor maintains the most recent Safety Data Sheets or their equivalent ("SDSs") at the Site for all chemicals and other hazardous substances used in the performance/execution of the Services/Works and perform/execute all the Services/Works consistent with instructions contained in these SDSs.
- 11.5 The Contractor shall ensure that all ionizing radiation sources used in the performance of the Services/Works are handled, stored, transported, identified, documented and secured in a safe and environmentally-sound manner. The Contractor shall ensure that its employees are qualified to perform this type of work. All Contractor employees performing Services/Works involving radioactive sources shall be subject to exposure monitoring program that meets requirements of applicable laws, regulations of the State of Kuwait and Company Standards.
- 11.6 The Contractor acknowledges and is placed on notice that unexploded ordnance disposal within the confines of the Site, together with the designated access roads, designated areas for the Contractor's office, lay-down areas and other temporary facilities has been performed on behalf of the Company by professional ordnance disposal contractors using visual and/or mechanical means.
- 11.7 The Contractor further acknowledges and is placed on notice that due to sand coverage and possible re-introduction of explosive ordnance due to winds and subsequent movement of sand, undetected explosive ordnance may be within the Site and other designated areas and/or be reintroduced into such areas and that there are potential dangers concerning the discovery of and making safe such newly discovered items of explosive ordnance.

- 11.8 Whilst the Company has taken reasonable precautionary measures to ensure that the Site and surrounding areas are free from unexploded ordnance, the Contractor shall exercise extreme care during the performance/execution of the Services/Works, and at all times be vigilant, exhorting its personnel to take extreme care as to the dangers of explosive ordnance during the performance/execution of the Services/Works.
- 11.9 The Contractor shall include as part of its personnel orientation program for the Services/Works, unexploded ordnance recognition, precautions and action upon discovery program. Such program shall be:
- (A) Mandatory for all employees, including, but not limited to its Sub-contractor's employees;
 - (B) Conducted prior to the performance/execution of the Services/Works and to the employment of any person upon the Services/Works; and
 - (C) Conducted in the native language(s) of the personnel participating in the orientation program and subsequently to be employed on the Services/Works.
- 11.10 The Contractor shall include the unexploded ordnance recognition, precautions and action upon discovery program, together with all other procedures and the like pertaining to explosive ordnance within its Plan for the Services/Works.
- 11.11 In the event that the Contractor discovers unexploded ordnance, the Contractor shall immediately implement the necessary safety procedures to secure the area and shall immediately notify the Superintendent, who shall effect the disposal of the unexploded ordnance.
- 11.12 Under no circumstances whatsoever shall the Contractor utilize any area of the Site, designated access roads, designated areas for the Contractors offices, lay-down areas and other temporary facilities that have not been declared cleared of unexploded ordnance.
- 11.13 The Contractor, where it encounters delay to the regular progress of the Services/Works due to the discovery of unexploded ordnance, shall be entitled to an extension of time by one (1) day for each day's delay so incurred, provided always that in the reasonable opinion of the Superintendent, the Contractor has used its best endeavors to avoid or otherwise mitigate such delay. The Superintendent may direct the Contractor to perform work at other available locations in which event the Contractor shall not be entitled to an extension.

12. FIRE PROTECTION AND EMERGENCY RESPONSE

- 12.1 The Contractor shall take and ensure that all members of the Contractor Group take reasonable precautions to prevent fires. The Contractor shall ensure that contaminated paper, rags, trash and other combustibles are disposed of in safe containers in compliance with applicable laws and generally accepted good international industry practices.
- 12.2 The Contractor shall ensure that flammable liquids, such as, gasoline, kerosene and fuel oil, are transported and stored in industry-approved metal containers that are designed for these purposes. The Contractor shall ensure that these liquids are stored away from possible sources of ignition.

- 12.3 The Contractor shall ensure that fire protection equipment is not tampered with. The Contractor shall ensure that hydrants or main water valves are not opened or closed without the Superintendent's written approval, except in case of an emergency.
- 12.4 The Contractor shall immediately report all leaks or other indications of gas escaping around piping, vessels or Equipment to the Superintendent's Representative. The Contractor shall cease and ensure that the Contractor Group ceases all work in the area near the leak upon discovery of the hazard.
- 12.5 The Contractor shall ensure that its employees use only non-toxic cleaning solvents with a high flash point (above 140°F or 60°C) for cleaning purposes. Refer to the relevant Company Standard Operating Procedures for definitions and additional details.
- 12.6 The Contractor shall ensure that its employees receive the fire protection, Safety and other emergency training required under all applicable laws and these Requirements.
- 12.7 The Contractor shall provide its own fire protection equipment for the use of its employees and those of Sub-contractors unless otherwise agreed by the Superintendent in writing.
- 12.8 The Contractor shall shut down and ensure that all members of the Contractor Group shut down internal combustion engines before refueling, except where the refueling point is sufficiently remote from the engine to allow safe refueling.
- 12.9 In case of fire or other emergency situation, the Contractor shall immediately take and ensure that its employees and those of Sub-contractor take appropriate measures to protect the Safety of personnel and to extinguish the fire or otherwise handle the emergency situation even where the cause is unrelated to the Services/Works. The first priority shall be the Safety of all personnel. The Contractor shall notify the Superintendent's Representative about the fire or other emergency situation immediately, but not later than the period of time after discovering the emergency incident permitted under the Plan.
- 12.10 The Contractor shall shut down and ensure that all members of the Contractor Group shuts down and removes all Equipment from the area in and around the fire and other emergency situation to the extent possible.
- 12.11 If the Contractor's Services/Work scope includes work inside confined spaces or at elevations above 6 ft. (1.8 m), the Contractor shall, at its own expense provide plans, training and/or employee rescue equipment, specific for these types of activities.
- 12.12 Use of motors, compressors, pumps and other equipment inside tank dike areas by the Contractor is permitted only in accordance with the Company's procedures.
- 12.13 The Contractor shall ensure that "strike anywhere" matches and plastic disposable lighters are not carried or used in hazardous areas. Safety matches are preferred, but facility or work Site rules apply and control in case of conflict.
- 12.14 In case of any emergency, the Contractor shall immediately mobilize all resources to combat the emergency and co-ordinate with the Superintendent and the Company's other contractors.

13. MEDICAL AID AND OCCUPATIONAL HEALTH

- 13.1 The Contractor shall provide and maintain first aid equipment with one qualified first aider for up to 25 employees and one additional first aider for every additional 25 or part of 25 field employees, unless otherwise agreed to by the Superintendent/ Team Leader in writing.
- 13.2 The Contractor shall provide medical examinations for its personnel at the periods specified in the Contract and any laws, rules and regulations of the State of Kuwait or applicable Company Standards. Medical evaluations shall be fit for the types and nature of Contractor job positions and based on job demands and working conditions. As a minimum, the Contractor shall provide following medical examinations:
- (A) Pre-placement fitness evaluation
 - (B) Job transfer fitness evaluation
 - (C) Return to work after occupational injury
 - (D) Periodic medical examination
- If the Contractor's Services/Work scope requires its employees to perform works inside confined space, the Contractor shall provide fitness evaluation that provides reasonable assurance that the contractor employee required to work in confined space is medically fit to do so, including approval to wear respirator and respirator fit test.
- 13.3 The Contractor shall comply with Occupational Hygiene requirements stipulated in the relevant Company Standard Operating Procedure, Kuwait EPA regulations, Kuwait Labor Law and other government regulations to identify, monitor, assess and control exposures to agents at work that may affect health of workers and monitor and maintain their health.
- 13.4 Contractor shall ensure that personnel performing industrial hygiene functions are qualified, i.e. has (a) bachelor's degree in industrial (occupational) hygiene/safety/science and (b) demonstrated competency in industrial hygiene function.
- 13.5 Contractor shall perform qualitative health risk assessment for likely exposures and develop initial exposure profile for all activities. Develop annual exposure monitoring plan for exposures rated medium and high priority and carry out personal exposure monitoring of representative sample employees, using procedures, equipment and analytical methods recommended by OSHA/NIOSH.
- 13.6 Contractor shall communicate results to concerned employees and submit report to the Superintendent with action plan to reduce exposure levels to below Occupational Exposure Limit (OEL). Carry out medical surveillance of employees exposed to chemicals as mentioned in Appendix 3.2 of K-EPA, Kuwait Ministerial resolution No. 17of 1973 and relevant Company Standard Operating Procedure. Maintain records of personal exposure and medical surveillance for entire period of the Contract with the Company.

- 13.7 The Contractor and all members of the Contractor group shall comply with requirements of Company's Standard Operating Procedures pertinent to Hydrogen Sulfide (H₂S), Hazard Communication (HazCom) and Hearing Conservation.

14. PERSONAL PROTECTIVE EQUIPMENT

- 14.1 Personal protective equipment shall be provided by the Contractor for its employees and members of the Contractor Group if required by applicable laws, decrees, codes, standards, administrative rules and regulations, relevant Company policy or generally accepted good international industry practice for the industry in which the Services/Works are to be provided. The Contractor shall provide this equipment at its own expense unless otherwise stipulated in the Contract. The Contractor's employees and all members of the Contractor Group shall wear this equipment within the Site, as required.
- 14.2 The Company reserves the right to require the Contractor to provide any specialty PPE (i.e. impact protection gloves), required for safe performance of the Services/Works. The Contractor shall provide this specialty equipment at its own expense unless otherwise stipulated in the Contract.
- 14.3 All Contractor personnel and all members of the Contractor Group shall be in possession of personal H₂S (hydrogen sulfide) detectors at all times while within the fenced operational area of the Company. H₂S detectors provided by the Contractor to its employees and Sub-Contractors shall meet minimum standards specified by the relevant Company Standard Operating Procedure. All personal H₂S detectors shall be used and maintained by the Contractor in compliance with manufacturer's instructions.
- 14.4 All personal protective equipment shall be used and maintained by the Contractor in compliance with applicable laws and manufacturer's instructions.

15. HOUSEKEEPING

- 15.1 The Contractor shall maintain good housekeeping at all times and keep all work Sites clean and free from obstructions. The Contractor shall mark and identify all tripping hazards.
- 15.2 The Contractor shall keep and ensure that its employees and Sub-contractor keep the access to emergency exits clear at all times.
- 15.3 The Contractor shall ensure that all ditches, holes, excavations, overhead work and other impediments connected with the Services/Works are properly barricaded, and are provided warning signs or lights where necessary.

16. INCIDENT AND SAFETY REPORTING

- 16.1 The Contractor shall report all on-the-job accidents or injuries arising from the Services/Works to the proper governmental authorities, where required, and to the Superintendent. The Contractor shall also report all theft or other incidents of a criminal or security nature, such as, a hijacking or assault. The Contractor shall complete and provide the Superintendent with a copy of every accident and incident report involving personnel injury or property damage that is filed with the Contractor's insurance company or

representative or that are reportable under OSHA's recordkeeping regulations or their equivalent in the Site.

- 16.2 The Contractor shall maintain, and file accident and incident reports required under this Contract or as required by applicable laws, decree, codes, administrative rules, these Requirements and regulations, and furnish a copy thereof to the Superintendent.
- 16.3 The Contractor shall immediately report all accidents and incidents to the Superintendent verbally and, confirm the report in writing within the next working day. This includes fatalities, injuries, fires, spills, motor vehicle accidents, damage to the Company's or the Contractor's property and other reports required in this Contract.
- 16.4 The Contractor shall report all accidents and incidents arising from the Services/Works that affect the environment, health and Safety (including spills). These reports shall be delivered to the Superintendent on a monthly basis unless otherwise specified by the Superintendent in the Plan.
- 16.5 The Contractor shall also prepare monthly reports regarding total hours worked, number and type of incidents that occurred during the report period, distance driven by the Contractor's Vehicles (in Kilometers) during the period or other statistics required by the Superintendent. The Contractor shall deliver these reports to the Superintendent by a specified date each month.
- 16.6 The Contractor shall take all necessary measures to protect the Services/Works and the Company's existing facilities against accidents and occupational hazards. The Contractor shall promptly notify the Superintendent in writing of damage however caused to any existing facilities including near misses and submit an accident or damage report to the Superintendent within twenty-four (24) hours and reinstate and/or compensate the Company for any damage caused by it.
- 16.7 The Contractor shall participate and assist the Superintendent in investigation of incidents and provide all information required by investigators or the Superintendent as required. The Contractor's senior personnel involved in the performance of the Services/Works, as a minimum, shall, as a minimum, be familiar with basics of Root Cause Analysis technique through awareness training provided by the Contractor at its own expense.

17. BEHAVIOR-BASED SAFETY

- 17.1 The Contractor shall develop, implement and comply with and ensure that all its employees and members of the Contractor Group implement a behavior-based safety process ("BBS") to provide for observation and feedback on employee behaviors and to track and analyze these observations in an effort to identify and implement actions for improvement. BBS is intended to prevent injury and incident through reduction of at-risk behaviors in the workplace.

18. ENVIRONMENTAL PROTECTION

- 18.1 The Contractor shall prevent and ensure that all members of the Contractor Group prevent spills or other releases of oil or chemical substances during the performance/execution of the Services/Works. The Contractor shall develop, implement and comply with a pollution

prevention plan. The Superintendent has the right, but not the obligation to review this pollution prevention plan. Should evidence of spills, leaks and other mismanagement of fluids be evident in the form of stained soil or other environmental impacts, the clean-up of this contamination shall be the sole responsibility of the Contractor.

- 18.2 The Contractor shall exercise and ensure that all members of the Contractor Group exercise the necessary care to protect and preserve the environment, including flora, fauna and other natural resources or assets at any location where the Services/Works are performed/ executed. The Contractor shall mitigate and ensure that all members of the Contractor Group mitigate adverse impacts to the environment. This includes proper disposal of all hazardous and non-hazardous wastes such as oil, chemicals, sewage and garbage. The Contractor shall comply with any environmental practices specified by the Superintendent and included as a condition of this Contract. In the event the Contractor discovers or is notified of 1) any condition or situation on, in or around the Site which may constitute a release of hazardous substances or a violation of any law, or 2) any threatened or actual lien, action or notice that the Site is not in compliance with any law, the party discovering the condition shall immediately notify the Superintendent. The Contractor shall then immediately take reasonable measures to remediate the conditions and notify any other appropriate governmental authorities.
- 18.3 All businesses in the State of Kuwait are required to dispose of Industrial Waste at the Shuaiba Industrial Waste Treatment Facility. The Contractor generated waste is also subject to this mandate and this is deemed covered in the Contract Price. Industrial waste includes, but is not limited to, lead-acid batteries, oily debris, sand-blast media, oil filters, oily sludge, material with TPH, solvents, off-specification or out of date chemicals, empty chemical containers, fluorescent light bulbs, paints, asbestos containing material, etc.
- 18.4 The Contractor generated municipal waste, rubbish, sewage shall be disposed of at dumping areas and treatment facilities authorized by the State of Kuwait. These wastes shall not be disposed of within the operational areas of the Company.
- 18.5 Treated wastewater discharged at JO shall be verified to conform to applicable laws through analytical sampling submitted to JO for confirmation. In addition to Kuwait law, all waste management activities shall follow appropriate JOSOPs and the Company's Environmental Stewardship Performance Standards.
- 18.6 The Site shall be rendered clean and orderly upon execution of work. This requires proper removal of waste materials, scrap metal, such as replaced piping materials, construction materials, and leveling of soil piles following dirt work. If a paved field road is affected, it shall be restored to its previous condition prior to work. The Contractor shall maintain good, orderly housekeeping at all times. Any previously unidentified or abandoned materials found in the course of executing work shall be immediately reported to the Superintendent of the Contract for appropriate action to be taken.
- 18.7 Used lubricating oil shall not be disposed on the ground. This material may be introduced to the oil processing facilities for recycling only with permission of the Main Gathering Center. If recycling to the process stream is not allowed, used lube oil shall be recycled through a third-party contractor. Disposal charges are the responsibility of the Contractor.
- 18.8 The Contractor shall assess the environmental hazards of materials and supplies used in conjunction with the Services/Works and substitute materials presenting less risk whenever

possible. The Contractor shall not use the following materials, as well as any other materials specified by the Superintendent, in the Site without the Superintendent's written approval:

- (A) Ozone Depleting Substances (ODS) (halon and other chlorinated fluorocarbons, solvents and thinners);
- (B) Polychlorinated Biphenyls (PCBs);
- (C) Lead based paints and leaded thread compounds (pipe dope); and
- (D) All forms of asbestos-containing products.

18.9 The Contractor shall use only properly grounded above-ground steel tanks for fuel storage. The Contractor shall not use bladder, fiberglass, plastic and other types of fuel storage tanks without the Superintendent's written approval. The Contractor shall ensure that loading and drainage connections to fuel storage tanks are either plugged or locked in the closed position when not in use and equipped with self-closing ("dead-man's valve") fuel dispensing nozzles.

18.10 The Contractor shall ensure that all onshore, above-ground fuel, oil and chemical storage tanks used in connection with the Services/Works have a secondary containment mechanism with a minimum capacity equal to 110% of the capacity of the largest single tank. Secondary containment impounds may have a drain connection for removal of storm water if the drain discharge is normally plugged or equipped with a valve that is generally locked closed.

18.11 The Contractor shall ensure that its employees and members of the Contractor Group do not hunt, disturb or capture native birds, fish or other animals.

18.12 The Contractor shall ensure that trees and vegetation are not removed to an extent greater than is necessary to perform/execute the Services/Works. The Contractor shall ensure that topsoil is stockpiled for subsequent use in Site restoration unless the Superintendent provides in writing for an alternative course of action.

18.13 Detailed procedures for environmental protection shall include, but not be limited to:

- (A) waste management;
- (B) oil and chemical spill contingency measures;
- (C) temporary fuel storage arrangements;
- (D) chemical storage arrangements;
- (E) spill prevention and reporting;
- (F) Site sanitary arrangements;
- (G) Site restoration;
- (H) evacuation of the Site in emergency situations such as fire and the like; and

(I) gas cylinder storage.

18.14 The Contractor shall ensure that fossils and antiquities found at work Sites are protected from damage or disturbance. The Contractor shall report the location of these fossils and antiquities to the Superintendent and suspend work at that location pending further instructions from the Superintendent. The Contractor is not entitled to compensation for the period of the suspension but the Company shall reimburse the Contractor for all of the following expenses of the Contractor which are actual, direct and non-recoverable:

(A) Expenses incurred by the Contractor as a consequence of the suspension which are reasonably necessitated by the suspension.

(B) Expenses otherwise incurred by the Contractor during the period of the suspension which the Contractor could not reasonably have avoided in order to be able to recommence performance/execution of the Services/Works upon the suspension being lifted.

19. SHORT SERVICE EMPLOYEE PROGRAM

19.1 On or before the Effective Date, the Superintendent shall advise the Contractor whether a Short Service Employee (“SSE”) program is required. If required, the Contractor shall prepare and implement its SSE program. This SSE program applies to those employees engaged by the Contractor Group who have less than six months experience in the same job type or with their current employer.

19.2 Minimum requirements of a SSE program include all of the following:

(A) SSE personnel shall be visibly identified.

(B) The number of SSEs in any work crew shall be limited to 20% of the crew make up at the maximum.

(C) A list of any high-risk work activities or areas in which SSEs are not allowed to work.

20. STOP WORK AUTHORITY AND SUSPENSION OF WORK

20.1 **Stop Work Authority.** The Contractor shall stop work when an imminent hazard to persons, property or the environment is identified and immediately notify the Superintendent that work has stopped, the reasons for stopping the work and an estimate of when the work will resume. The Contractor shall take all appropriate measures to abate the imminent hazard and limit the duration of the stop work and coordinate efforts with the Superintendent to mitigate the effect of this stop work authority.

20.2 **Suspension of Work.** The Superintendent has the right to immediately suspend the performance/execution of the Services/Works if the Superintendent, in his sole judgment, determines that any employee of the Contractor or Sub-contractor is failing to comply with these Requirements or with written instructions provided to the Contractor under these Requirements or with applicable safety laws and regulations while in the Site. Suspension under this Section 20.2 continues until the Superintendent notifies the Contractor that the

suspension is lifted. The Contractor acknowledges that the Superintendent has no obligation to lift the suspension until he is satisfied that the Contractor will thereafter comply with these Requirements. The Contractor is not entitled to compensation for the period of the suspension or to reimbursement of any expenses incurred during the suspension.

21. TRAINING

- 21.1 The Contractor shall ensure that all members of the Contractor Group are trained in compliance with appropriate health, Safety and environmental codes, Company Standards, laws and regulations of all governmental or regulatory agencies having jurisdiction over the Services/Works or the Site. The Contractor shall ensure that this training also addresses potentially dangerous conditions, safe work practices and procedures, including safety training to ensure the proper use of any personal protection equipment required to perform/execute the Services/Works. At the Superintendent's request, the Contractor shall provide the Superintendent with a certification that training requirements are met and maintained.
- 21.2 Prior to commencement of the Services/Works, all members of the Contractor Group shall participate in an environmental, health and Safety orientation with the Company.

22. MISCELLANEOUS

- 22.1 The Contractor shall secure and ensure that all members of the Contractor Group secure compressed gas cylinders in place on a regular cart or chained to a support in an upright position. The Contractor shall ensure that these cylinders are protected when not in use with protective valve caps. Furthermore, The Contractor shall ensure that compressed oxygen and flammable gases are not stored together or near combustible materials but stored in accordance with written instructions provided by the Superintendent or, if no instructions are provided, in accordance with generally accepted good international industry practices.
- 22.2 The Contractor shall ensure that no firearms, ammunition or deadly weapons are stored, brought upon or used in the Site except as may be authorized by the Superintendent (e.g., for security purposes to ensure protection of the Contractor's personnel and property).
- 22.3 The Contractor shall ensure that all of its safety equipment are properly maintained and in operable condition in accordance with manufacturer's instructions, the Company's requirements and applicable laws.
- 22.4 The Contractor shall review the final or completed work Site and undertake any remedial measures required to remove hazards and restore the work Site in accordance with the Company's requirements.

23. OTHER SPECIFIC PROVISIONS - ACCOMMODATION OF THE CONTRACTOR'S PERSONNEL

- 23.1 The Contractor, where deemed appropriate and necessary as stipulated in the Contract, shall provide accommodation for its personnel in proximity to the Site and maintain it in good order and hygiene in conformity with the Contract requirements throughout the Contract Period.

- 23.2 The Contractor, thirty (30) days prior to the Date for Commencement, shall submit details of the proposed accommodation for approval to the Superintendent. The Company shall inspect the accommodation of the Contractor's personnel prior to the Date for Commencement and periodically during the Contract Period to ensure that the Contractor's approved Plan is properly implemented. The Contractor, within seven (7) days of receiving any instructions from the Superintendent, arising from such inspections, shall forthwith make necessary changes in the accommodation and ensure that it complies with the requirements of the Contract, the Company's Standard Operating Procedures and the Contractor's approved Plan. A copy of all Joint Operation's Standard Operating Procedures (JOSOP) can be obtained by accessing the following website: <http://jopcontractors.chevron.com/>.
- 23.3 The Contractor's accommodation for its personnel shall meet but not be limited to the following requirements:
- (A) temporary galvanized sheet fences shall be erected around the accommodation building;
 - (B) each floor of buildings shall be provided with one (1) Company-approved 25 lbs. cartridge type Dry Chemical Powder ('DCP') fire extinguisher (in case porta cabins are provided, one (1) DCP fire extinguisher for each eight to ten (8 to 10) bedrooms); with instructions for use prominently displayed.
 - (C) open areas inside and around the buildings shall be provided and maintained in clean and sanitary condition free from all rubbish, garbage, or other refuses, and appropriate pesticide sprayed to ensure no pests/insects exist;
 - (D) adequate protection shall be provided against pests, fire and adverse weather such as rain, dust storm, moisture and wind;
 - (E) at least fifty (50) square feet of floor space shall be provided for each occupant (at least four (4) feet space between beds) in each bedroom; no cooking and open food storage shall be allowed in bedrooms;
 - (F) ceiling height of each bedroom shall not be less than eight and half (8½) feet;
 - (G) each occupant shall be provided with one (1) single bed of standard size and one (1) cupboard (locker) in each bedroom;
 - (H) bedroom floors shall be made of wood, PVC tiles or smooth concrete surface;
 - (I) adequate ventilation and windows shall be provided with fly nets in each bedroom, dining hall, kitchen, and bathroom and in the W.C.;
 - (J) sanitary and all necessary utilities shall be provided for storing and preparing food and for drinking, cooking, bathing, and laundry including facilities for drying clothes;
 - (K) drainage system shall be provided to avoid logging of water;

- (L) adequate toilet facilities with at least two (2) W.C. and one (1) bathroom per eight (8) persons shall be provided adjacent to the living buildings.
- (M) floors and walls shall be made of glossy tiles to maintain clean and sanitary condition;
- (N) Continuous water supply (hot and cold) with a minimum of 35 gallons per person per day shall be provided in each building for drinking, cooking, bathing and laundry including the following:
 - (1) hand-wash basin for every six (6) persons;
 - (2) washing machine for every twelve (12) persons;
 - (3) facilities for drying clothes;
 - (4) water provided for drinking shall have a water filter maintained in a clean and sanitary condition and changed in accordance with the manufacturer's recommended schedule;
 - (5) Water provided for drinking shall be analyzed to verify conformance to the Kuwait Ministry specification for drinking water;
 - (6) Potable water drivers shall maintain a valid health certificate from the Kuwait Ministry of Health.
- (O) acceptable heating and air-conditioning facilities shall be provided in each bedroom, dining hall and kitchen;
- (P) electricity with adequate lighting shall be provided (at least one (1) ceiling-type light fixture) in each bedroom, kitchen, dining hall, toilet and W.C.;
- (Q) all electrical wiring and appliances shall be according to the electrical standard and as approved by the Superintendent; particularly the Earth Leakage Circuit Breakers provided (ELCB) in each location;
- (R) kitchen of adequate size shall be provided with the required kitchen equipment, exhaust fans, external windows, hand wash basin, dish washing facility, fire extinguisher and emergency escape route (LPG cylinders shall be stored in open area);
- (S) dining hall of adequate size and furnishing shall be provided to serve fifty percent (50%) of the accommodation occupants at any time;
- (T) walls and floors of both kitchen and dining hall shall be made of glazed tiles and ensure no direct opening from bedrooms into kitchen or dining hall;
- (U) adequate cold storage and refrigeration equipment shall be provided to keep and maintain foodstuff at temperature as follows:

- (1) Frozen food at Minus 18⁰ C
 - (2) Chilled food Minus 3⁰ C to plus 1⁰ C
 - (V) no person with communicable disease shall work in the preparation and/or handling of food; any person believed to have contracted a communicable disease shall undergo thorough medical examination at the Contractor's expenses any time during the Contract Period;
 - (W) adequate first aid facilities shall be provided for the Contractor's personnel in the accommodation;
 - (X) telephone facility and line shall be provided separately in each floor of the buildings and in the event the accommodation consist of porta-cabins, a telephone set and line shall be provided ten (10) bedrooms each;
 - (Y) no smoking inside bedrooms, a designated smoking area outside bedrooms shall be identified;
 - (Z) adequate number of bins (lined with plastic bag) and waste containers shall be provided for collection and disposal of waste; and
 - (AA) sewage disposal shall be in accordance with the municipality regulations.
- 23.4 The Contractor's accommodation for its personnel shall meet but not be limited to the following requirements to prevent the spread of communicable diseases, particularly in the case of pandemic influenza:
- (A) The Contractor shall develop a plan to control pandemic influenza to include:
 - (1) Pandemic Influenza education and awareness program shall be conducted for personnel.
 - (2) Pandemic influenza awareness posters shall be displayed prominently on the camp premises.
 - (3) Hand sanitizers shall be provided to all workers.
 - (4) Periodic health checkups shall be conducted for all personnel.
 - (5) Pets and livestock shall be prohibited in the camp and adequate safeguards shall be provided to keep pests and animals out of the camp.
 - (6) Any employee with a communicable disease shall be required to stay off
 - (7) work.

24 WELFARE PROCEDURE AND STRESS MANAGEMENT

- 24.1 The Contractor EHS Plans must demonstrate the Contractor's adherence to well-being and stress management. Also, provide well established and implemented comprehensive welfare procedures, which ensure compliance with legal requirements. The welfare procedures must include the following, as a minimum:
- a. Legal requirements
 - b. Recruitment
 - c. Wages & Payments
 - d. Working hours
 - e. Leaves
 - f. Grievance
 - g. Health care & Safety
 - h. Psychological counseling and reporting system
 - i. Food & Accommodation
 - j. Transportation
 - k. Periodical Medical Examination (PME)
 - l. Training
 - m. Auditing
 - n. Records
- 24.2 The Contractor shall include stress management in their training matrix and deliver one training annually
- 24.3 The Contractor shall report any case of fellow workers related to abnormalities, mental and acute emotional stress.
- 24.4 The contractor shall have grievance mechanism and install a box in the main office and or camp.
- 24.5 Grievance & Stress Management will be part of the CHESM Audit schedule.