



# متطلبات نظام إدارة البيئة والصحة والسلامة

## AD EHSMS Minimum Requirements

### Building & Construction Sector





# Key Questions to be addressed

- ➔ Who are we & What are our Roles and Responsibilities?
- ➔ What are the benefits of EHSMS?
- ➔ How are we building the blocks of EHSMS?
- ➔ What are the AD EHSMS Minimum Requirements?
- ➔ What is the relationship between International Standards & AD EHSMS?



# Terminology

- ❑ EHSMS.
- ❑ CA.
- ❑ SRA.
- ❑ Nominated Entity.
- ❑ Audit.
- ❑ CoP.

Abu Dhabi Environment,  
Health and Safety Management  
System Regulatory Framework  
(EHSMS)

Glossary of Terms

Version 1.2

July 2009

Abu Dhabi Environment, Health & Safety Management System	
<b>Life Cycle Assessment:</b>	distribution, use/lease, and recycling and waste management) have environmental and economic impacts. Life cycle assessment is a technique for assessing the environmental aspects associated with a product over its life cycle. The most important applications are: <ul style="list-style-type: none"> <li>+ Analysis of the contribution of the life cycle stages to the overall environmental load, usually with the aim to prioritize improvements in products or processes;</li> <li>+ Comparison between available products.</li> </ul>
<b>Lifting Equipment:</b>	All equipment used for lifting operations by an employee or member including, but not limited to, fixed lifting equipment, portable lifting equipment, other mechanical handling equipment, lifts and equipment used for carrying personnel.
<b>Lockout:</b>	The placement of a locking device on an energy isolating device ensures the equipment being controlled cannot be operated until the lockout device is removed. "Lockout device" is a device that utilizes a positive means such as a lock, either key or combination type, to hold an energy isolating device in the safe position.
<b>Lost Time Injury (LTI):</b>	The sum of Fatalities, Permanent Total Disabilities, Permanent Partial Disabilities and Lost Workday Cases, but excluding Excused Work Days.
<b>Lost Time Injury Frequency Rate (LTIFR):</b>	The total number of Lost Time Injuries per million hours worked during the period. Calculation: $\frac{\text{No. of LTIs}}{\text{Working Hours}} \times 1,000,000$
<b>Lost Time Injury Severity Rate (LTSR):</b>	The total number of lost Workdays per million hours of working. Calculation: $\frac{\text{No. of Days Lost}}{\text{Working Hours}} \times 1,000,000$
<b>Lost Workdays:</b>	The total number of fractional work days or shifts lost on which the injured person was temporarily unable to work as a result of lost workday case or permanent partial disability. Note: In cases of fatalities or permanent total disability no lost workdays are recorded.
<b>Lost Workday Cases (LWC):</b>	Any work injury other than permanent partial disability which renders the injured person temporarily unable to perform any regular job or restricted work on any day after the day on which the injury was received. In this case "any day" includes rest day, weekend day, scheduled day, public

AD EHSMS Regulatory Framework - Glossary of Terms (V1.2) July 2009 14 of 41



# Who's Responsible for EHS?

## Everyone!

- The employer – overall responsibility for health and safety
- The chief executive – responsibility for implementing and managing the health and safety strategy and policy for the authority
- Line managers – day to day responsibility for themselves, their employees and others, including members of the public
- Employees – responsibility for themselves and others

# Key Benefits of EHSMS

**The development of an EHSMS has the following benefits:**

- ❑ Improve occupational and community Health & Safety;
- ❑ Improve conservation of natural resources;
- ❑ Improve progress towards sustainability;
- ❑ Development of Emirate EHS performance database & baseline data;
- ❑ Reduced corporate risks and liabilities;
- ❑ Improve business efficiently; and
- ❑ Improve efficiency in waste management.



## EHSMS Decree 42

**Decree of the Crown  
Prince, Chairman of  
the Executive Council  
No. (42) of 2009  
Concerning The  
Environment, Health  
and Safety  
Management System  
in Abu Dhabi Emirate**

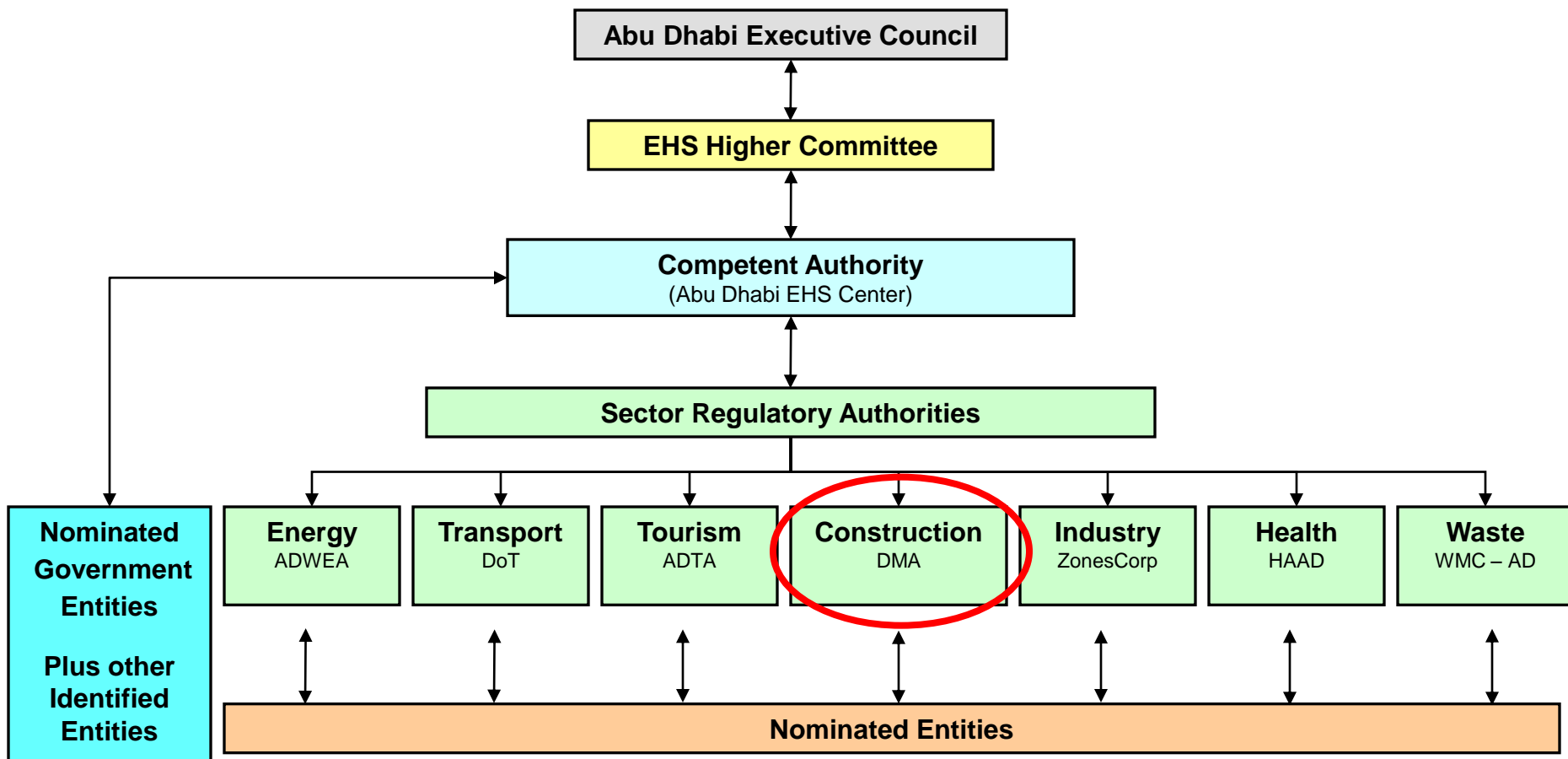


# Key Development Milestones

<b>Dec 2006</b>	EHS Policy approved by AD Executive Council (Decree No. 2-312006)
<b>June 2007</b>	EHS Higher Committee established (Decree No. 10-S19/2007)
<b>July-Aug 2007</b>	Sector Technical Committees established
<b>Dec 2007</b>	AD EHSMS Framework and 1 <sup>st</sup> version of EHSMS Manual finalized
<b>Feb 2008</b>	AD EHSMS Framework launched during National Symposium
<b>May, June, Nov 2008</b>	Sector EHSMS Training Workshops
<b>Jan 2009</b>	Consultation workshop on standards & mechanisms of EHSMS
<b>June 2009</b>	Decree No. 42 issued by Chairman of Executive Council
<b>July 2009</b>	Version 1.2 of “AD EHSMS Regulatory Framework” issued
<b>Jan 2010</b>	Completion of approvals of all Sectors EHSMS
<b>Feb 2010</b>	AD EHS Center approved by the Executive Council (Decree No. 2-3/2010)



# Hierarchy at Emirate Level







# B & C Sector Structure

AD EHS Center



DMA

DEPARTMENT OF MUNICIPAL AFFAIRS



دائرة الشؤون البلدية

بلدية المنطقة الغربية  
WESTERN REGION MUNICIPALITY

بلدية مدينة العين  
AL AIN CITY MUNICIPALITY

بلدية مدينة أبوظبي  
ABU DHABI CITY MUNICIPALITY

AAM

ADM

WRM

Entities





# Sector Regulatory Authorities

DEPARTMENT OF MUNICIPAL AFFAIRS



دائرة الشؤون البلدية

بلدية المنطقة الغربية  
WESTERN REGION MUNICIPALITY

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بلدية مدينة أبوظبي  
ABU DHABI CITY MUNICIPALITY

## Roles & Responsibilities

- ✓ Develop, Implement & Maintain Sector EHSMS.
- ✓ Identify entities required to registration.
- ✓ Guide, regulate & assist entities.
- ✓ Revision and approval of nominated entities EHSMS.
- ✓ Monitoring, auditing & inspection of nominated entities.
- ✓ Reporting to the competent authority.

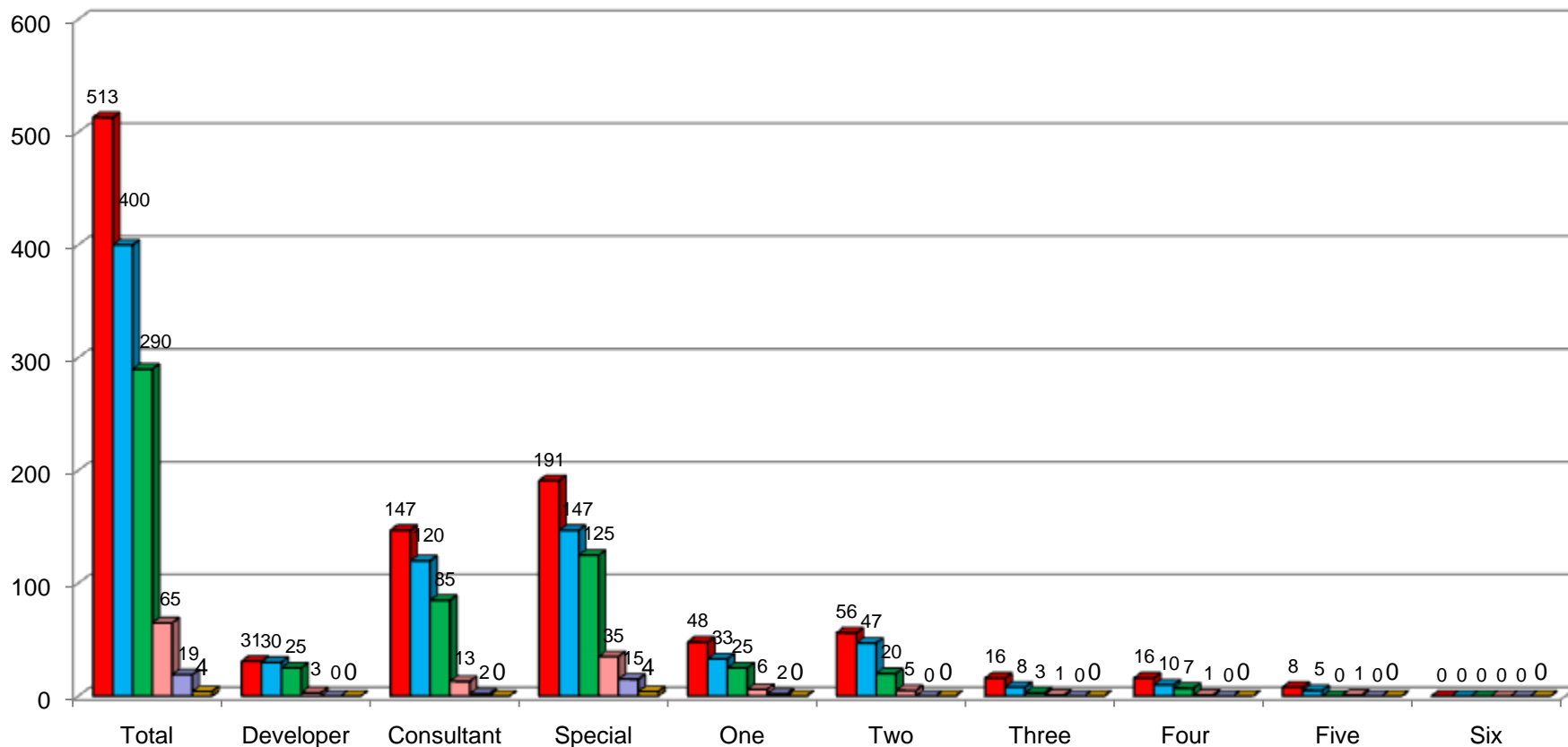
# Nominated Entities

## Roles & Responsibilities

- ✓ Develop, Implement & Maintain an EHSMS.
- ✓ Meet timelines for development & implementation of an EHSMS.
- ✓ Actively audit their system.
- ✓ Annual 3<sup>rd</sup> party audit for compliance.
- ✓ Performance reporting & EHS incident reporting.



# Nominated Entities



■ Number of Nominated Entities

■ Number of Entities Submit Form A

■ Number of Entities with Approved Form A

■ Number of Entities Submit Form C

■ Number of Entities Submit EHSMS (waiting for Approval)

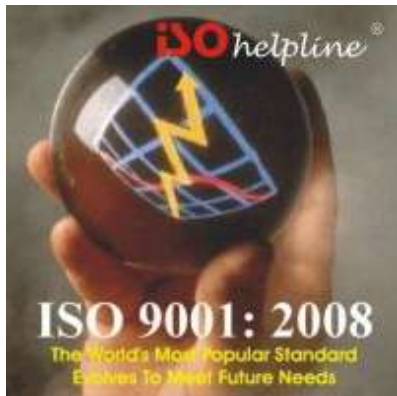
■ Number of Entities with Approved EHSMS



# Nominated Entities

Process	Total Number	Entities Category								
		Developers	Consultants	Contractors						
				Special	1	2	3	4	5	6
Total Number of Entities	<b>+7000</b>	-	-	-	-	-	-	-	-	-
Number of <b>Nominated Entities</b>	<b>513</b>	31	147	191	48	56	16	16	8	0
Number of Entities <b>Submit Form A</b>	<b>400</b>	30	120	147	33	47	8	10	5	0
Number of Entities with <b>Approved Form A</b>	<b>290</b>	25	85	125	25	20	3	7	0	0
Number of Entities <b>Submit Form C</b>	<b>65</b>	3	13	35	6	5	1	1	1	0
Number of Entities <b>Submit EHSMS</b> (waiting for Approval)	<b>19</b>	0	2	15	2	0	0	0	0	0
Number of Entities with <b>Approved EHSMS</b>	<b>4</b>	0	0	4	0	0	0	0	0	0

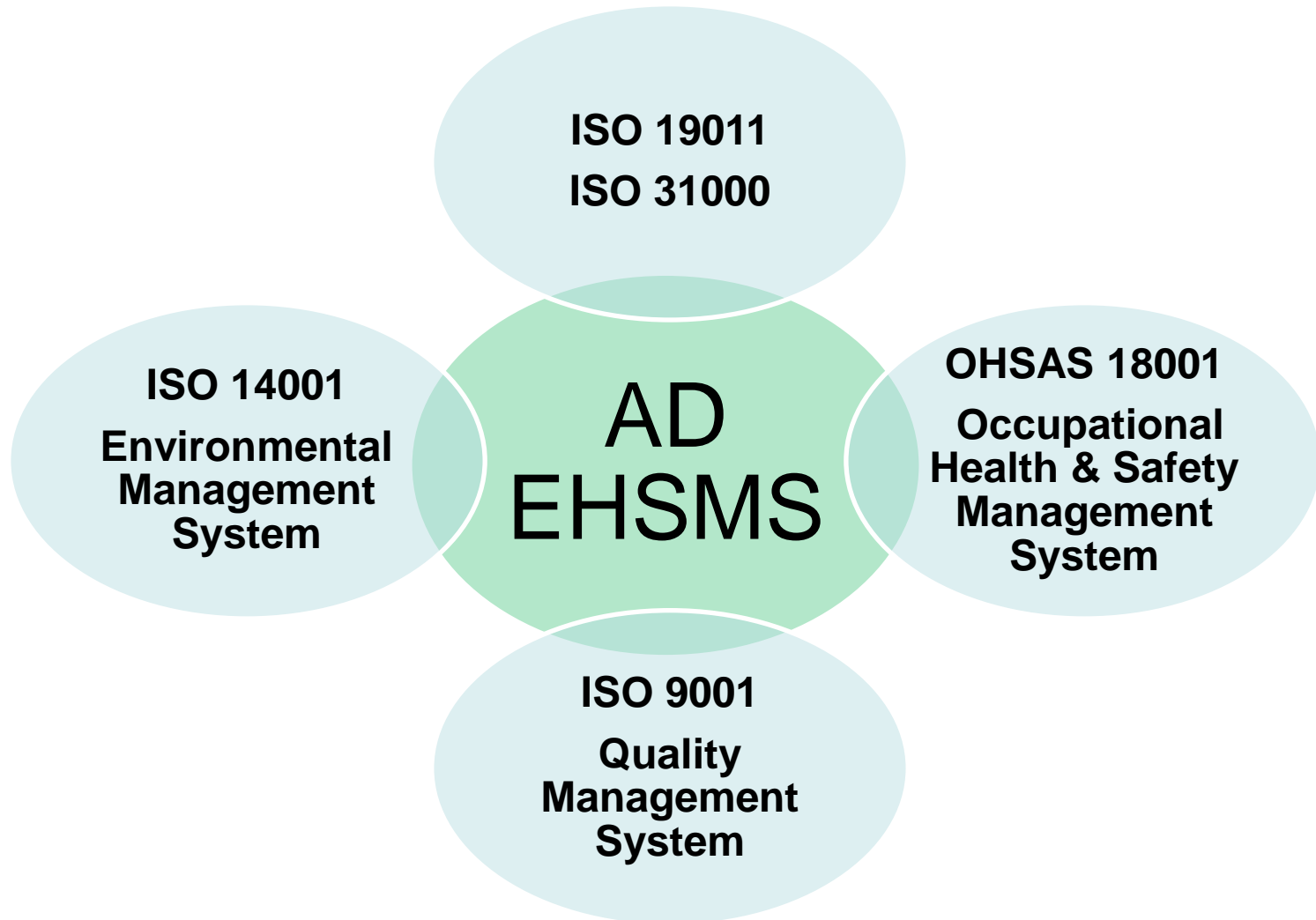
# What is an EHSMS?



- Management system integrating components of business.
- Incorporates auditing criteria and aspects from ISO 19011.
- Integrates ISO 14001, OHSAS 18001 and Risk Management.
- Combines environment, quality, financial and human resources management systems.

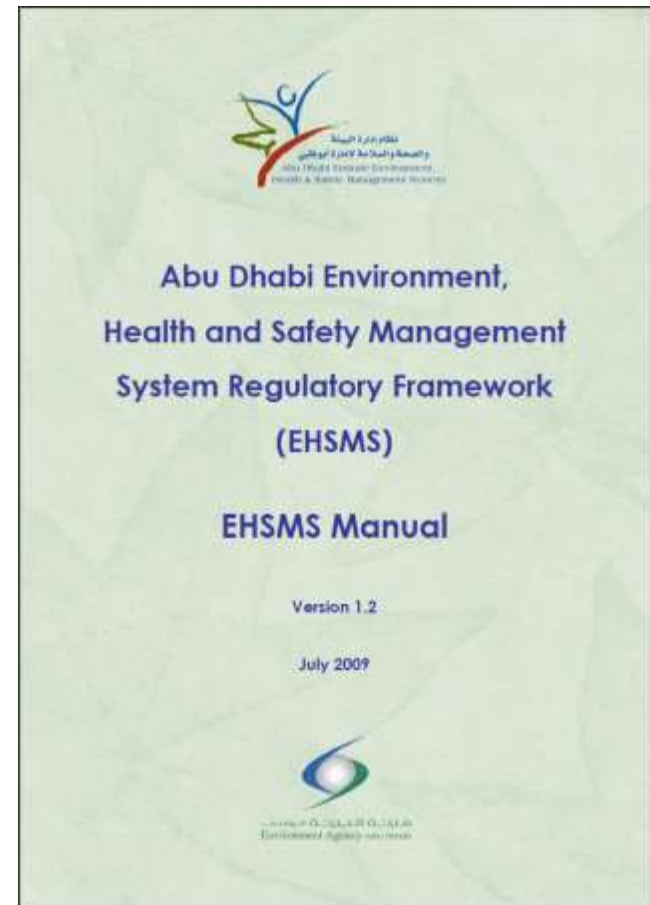


# AD EHSMS



# What is the EHSMS Framework?

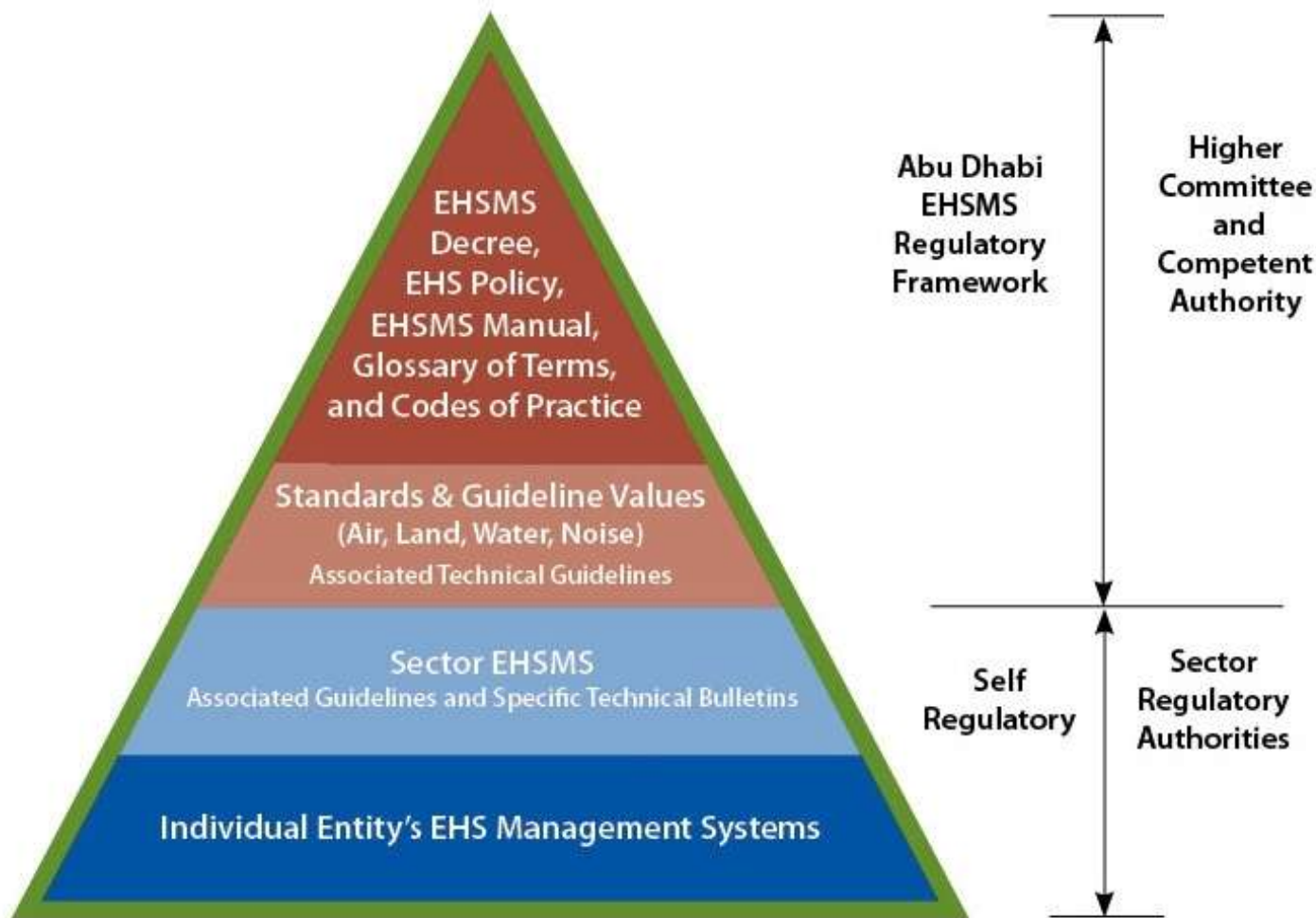
- ✓ The **EHS Framework is a hierarchy of documents** designed to define the EHS management system's components.
- ✓ The **hierarchy of documents** represents the framework upon which your EHS management system is to be built and will function.







# AD EHSMS Framework



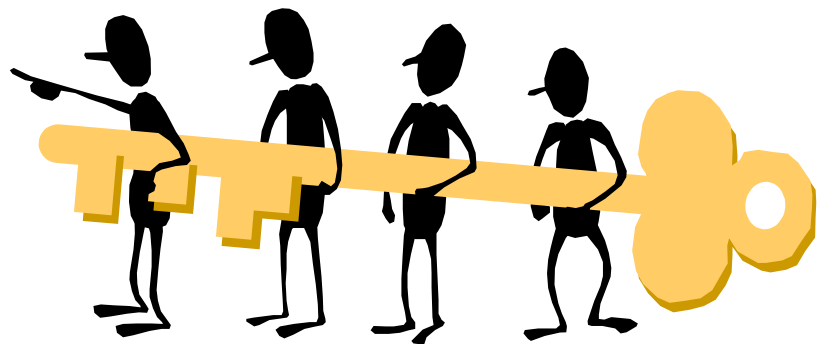
AD EHSMS Framework

# ISO 14001, OHSAS 18001 & AD EHSMS Requirements

ISO 14001:2004 & OHSAS 18001:2007		Abu Dhabi EHSMS Requirements
Section	Requirements	
4.2	<b>Policy</b>	•New EHS Policy / integrated
4.3	<b>Planning</b> <i>Aspects, legal &amp; others, objectives / targets / programme</i>	•Health & safety •Environmental •Self-regulation •External reporting
4.4	<b>Implementation &amp; Operation</b> <i>Resources, responsibilities, training, communication, documentation, operation control, emergency preparedness</i>	•Health & safety •Environmental
4.5	<b>Checking</b> <i>Monitoring, evaluation, corrective actions, internal audit</i>	•Health & safety •Environmental •External audit
4.6	<b>Management Review</b>	•Self-regulation •External reporting

## Additional Requirements to International Standards

- ✓ An updated, or new, Policy demonstrating a commitment to EHS & Self-Regulation.
- ✓ Self-Regulation Requirements;
- ✓ External Reporting Requirements:
  - EHS Incidents.
  - Quarterly EHS Performance KPI's.
  - Annual 3<sup>rd</sup> Party Compliance Audit.



# Developing an EHSMS Policy

## Integrated EHS policy

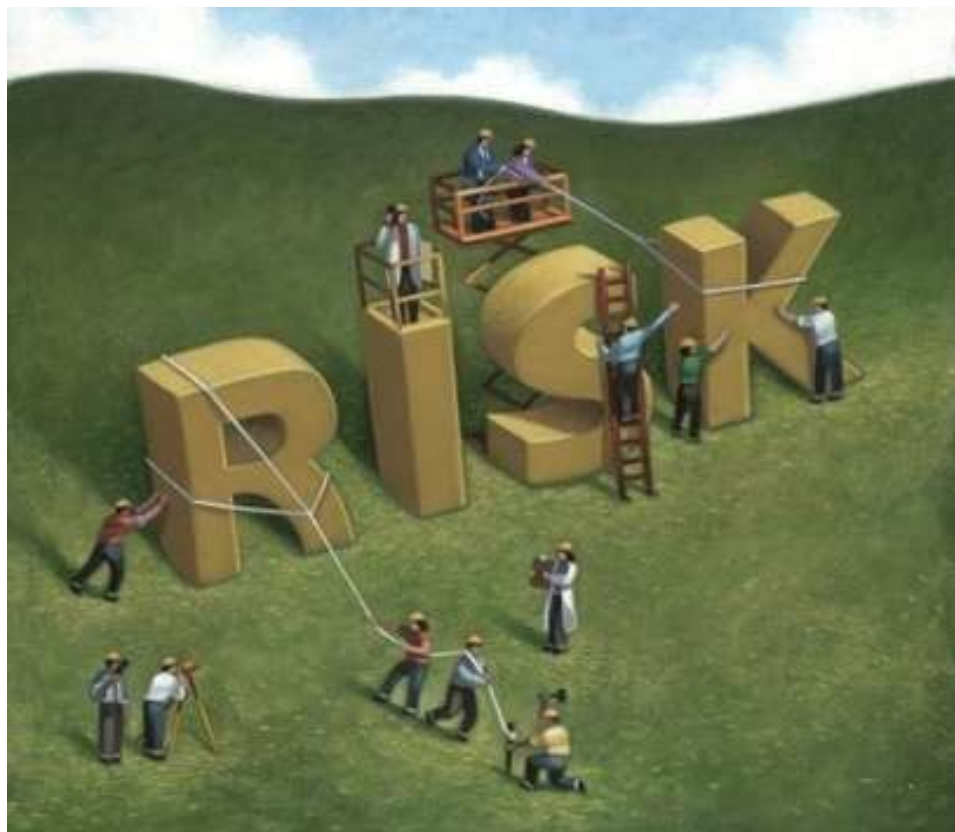
- ✓ Approved by top management
- ✓ Effectively communicated to all employees & stakeholders
- ✓ Ensures adequate EHS resources



# Risk Management

**EHS review of all activities, products & services**

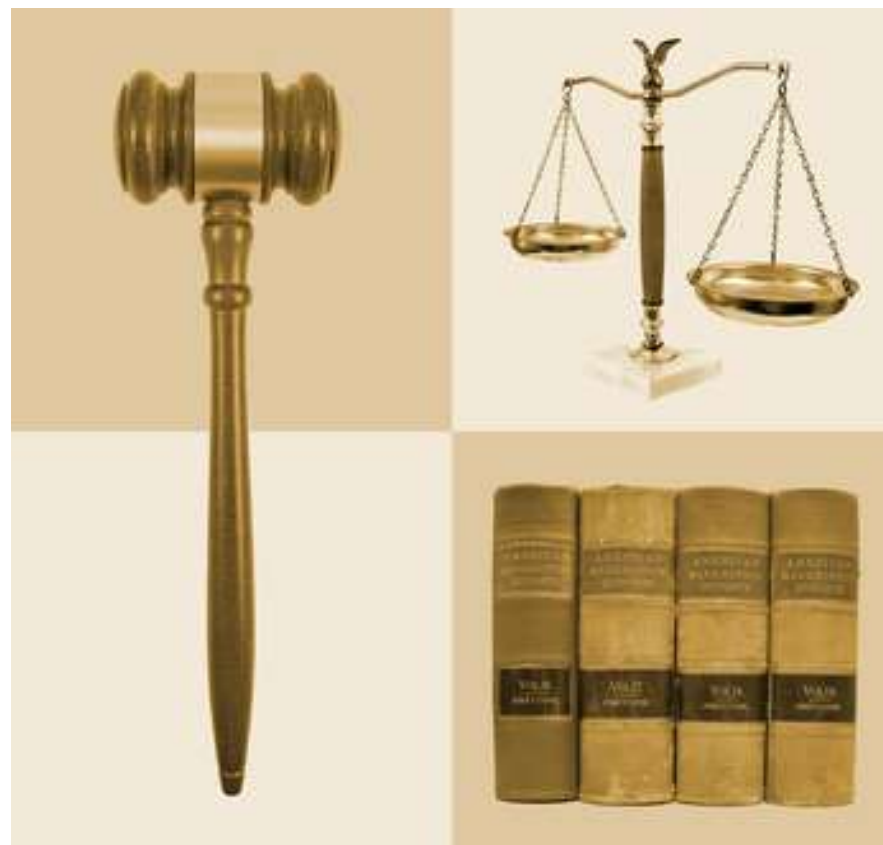
- ✓ Identify, assess & control all EHS Hazards in the workplace.
- ✓ Review the program on a regular basis.
- ✓ Manages the process of change within the entity.



# Legal procedure

## Identifying EHS Aspects and Legal Requirements

- ✓ Ensure compliance to legal and regulatory frameworks relevant to the entity including:
  - Federal
  - Emirate
  - Municipality
  - Internal Entity Requirements



# Roles, Responsibilities & Self Regulation

- ✓ CEO
- ✓ EHS Manager
- ✓ Project Managers
- ✓ Supervisors
- ✓ Individuals





# Developing KPI's

## What are KPIs?

- ✓ Help an organisation define and measure progress toward organisational goals.
- ✓ The two most important factors when developing KPIs they must be Quantifiable & Measurable.







# Training & Competency

- ✓ Undertake a training needs analysis
- ✓ Set competencies
- ✓ Establish training programmes



# Communication & Consultation

- ✓ Inclusion in positions descriptions
- ✓ Induction training
- ✓ KPI's in yearly job reviews
- ✓ Code of Conduct
- ✓ Regular training
- ✓ EHS on intranet
- ✓ Newsletters
- ✓ Prizes, awards and other promotional activities





# Contractor Management

- ✓ Set clear procedures for contractor management
- ✓ Ensure compliance



# Emergency Management Program

## Crisis Plan

- ✓ Identify potential emergencies
- ✓ Develop procedures
- ✓ Communicate procedures to all staff
- ✓ Practice and review to include learning points



# Monitoring, Investigation & Reporting

## Key Monitoring Measurement Needs



- ✓ Water & Air quality
- ✓ Noise levels generated
- ✓ Waste generated and how it is managed and disposed
- ✓ Hazardous substances management
- ✓ OHS incidents and near misses
- ✓ Reporting to the Sector Regulatory Authority:
  - Quarter EHS performance
  - EHS Incidents
  - Annual Audit Results



# Audit & Inspection

- ✓ Develop inspection & Audit procedures and forms
- ✓ Set frequency for inspections based on risk
- ✓ Clear allocation of responsibilities



# Compliance & Management Review

- ✓ Establishment of management committee.
- ✓ Determining frequency of meetings.
- ✓ Confirming agenda items.
- ✓ Establishing roles and responsibilities



## Reasons for Non-Conformance

- ✓ Poor communication;
- ✓ Faulty or missing procedures;
- ✓ Equipment malfunction or lack of maintenance;
- ✓ Lack of training;
- ✓ Lack of understanding of requirements;
- ✓ Failure to enforce rules;
- ✓ Corrective actions fail to address root cause





## Key Messages...

- ✓ Process safety cannot be managed from the boardroom.
- ✓ We cannot assume that everyone understands what process safety is.
- ✓ The Developers needs to create / develop their EHSMS & to share with others.
- ✓ Meaningful key performance indicators are really important.





# Summary

- ✓ **ISO 9001**  
Develop a **New EHSMS** supported by ISO 9001 quality system.
- ✓ **ISO 14001**  
Update the procedures & documents to include **Occupational Health and Safety**.
- ✓ **OHSAS 18001**  
Update the procedures & documents to include **Environment**.
- ✓ **Additional.**
  - Policy – **Committed to EHSMS & Self – Regulation.**
  - Develop a new CoP (or similar) – how the entity is to **Achieve Self–Regulation.**
  - Develop a new CoP (or similar) – the process for **External Reporting** on compliance with relevant EHS Laws Identified in the EHSMS.



# References

- ❑ AD EHSMS Regulatory Framework – Guidance Documents.
- ❑ AD EHSMS Guideline – Mechanism for Implementation of EHSMS.
- ❑ AD EHSMS Guideline - Comparison with International Management System.
- ❑ ISO14000s – Environmental Management Systems.
- ❑ ISO18000s/AS4801 – OH&S Management Systems.
- ❑ AS/NZS 4360 :2004 / ISO 31000 – Risk Management Systems.
- ❑ ISO 9000s – Quality Management Systems.
- ❑ ISO 19011:2002 – Quality and EMS Auditing.
- ❑ ISO 15489 – 1&2 :2001 – Information & Documentation-Records Management
- ❑ ISO 11799:2003. Information & Documentation-Document Storage requirements for archive & Library Materials.



## Further Information

- [www.adm.gov.ae/hse](http://www.adm.gov.ae/hse)  
Abu Dhabi Municipality Website
- [hse@adm.abudhabi.ae](mailto:hse@adm.abudhabi.ae)  
ADM HSE Division E-mail Address
- [www.ehs.dma.abudhabi.ae](http://www.ehs.dma.abudhabi.ae)  
Regulatory Authority Reporting System Website
- [www.adehsms.ae](http://www.adehsms.ae)  
Abu Dhabi Environment, Health & Safety Center Website
- [www.ead.ae](http://www.ead.ae)  
Environment Agency – Abu Dhabi Website

