

# HSEP (Health, Safety & Environmental Plan) standard form

GENERAL INFORMATION	
Contracting company	
Address	
Tel/Mobile	
VAT no	
Project manager + tel./mobile	
Health and safety advisor tel./mobile	
Accident statistics (last five years)	
Frequency rate	
Severity rate	

GENERAL INFORMATION SUBCONTRACTOR 1	
Subcontractor company 1	
Adress	
Tel/Mobile	
VAT no	
Project manager + tel./mobile	
Health and safety advisor tel./mobile	
Accident statistics (last five years)	
Frequency rate	
Severity rate	



**LIST OF WORKERS**

Names	Job

**RECOGNITION AND SANCTION POLICY**

**!! Copies of clearances and diplomas must be attached do not forget to attach the Limosa where relevant !!**  
**!! Do not forget the authorizations to work on machine tools (drill press, workshop saw, grinding drum ...) !!**

## Internal Declaration of Competence

I Undersigned ..... (position) of the company ..... registered office in ..... at..... (Address), certify that the following persons are authorized:

MS ....., or Mr. ....,

**Use a safety harness** (Remove competency if not required)

**Work at heights** (Remove competency if not required)

**Use scaffolding** (Remove competency if not required)

**BA4 / BA5** (Remove competency if not required)

**Operate fork-lift trucks, cherry pickers, manitou, bridge** (Remove competency if not required)

**Rigger** (Remove competency if not required)

**Work in Atex zone -explosive atmosphere-** (Remove competency if not required)

MS ....., or Mr. ....,

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He/she/They has/have been made aware of the operation of the equipment to be used, the safety instructions, the precautions to be taken, the protective equipment to be used and the dangers that the use could pose to himself/herself, to third parties, to the environment or to the material damage that it may cause.

Declared on honor as sincere and true.,  
Done at ....., on .././....

Signature :

LIST OF HAZARDOUS PRODUCTS	
Names	Use

**!! The safety data sheets must be attached !!**

LIST OF EQUIPMENT SUBJECT TO STATUTORY INSPECTIONS	
Equipment	Use

**!! The inspection certificates must be attached !!**




**If your company has conducted risk assessments, it is better to attach them to this SHEP rather than filling in the risk assessment and environmental analysis tables.**

**Do not forget to attach , Limosa, copies of SCC and ISO certificates, etc.**

**The documents of the general and specific Engie Electrabel conditions and the general HSE regulations contractors for ENGIE Electrabel Production are included with the order**

I know and apply  
**the 9 Life  
Saving Rules**

I **Stop the Work** that I think  
is unsafe. I raise the alert  
and we only resume work  
when conditions are safe



# No life at Risk

Behaviours  
to adopt



I do a **Last Minute  
Risk Assessment**:  
One last check before  
starting work as there  
may be new risks

I report **events  
and incidents** in  
order to prevent  
the worst from  
happening one day



I ensure that **I am vigilant**  
for my own safety and  
for everyone's safety



## LIFE SAVING RULES

If they had been respected, the **life saving rules** would have prevented most accidents.



### BE HOOKED UP

Clip on your harness when working at height.



### STEP ASIDE

Stay out of the path of moving vehicles, plant and equipment.



### HALT

Do not perform hot work until the fire or explosion risks have been eliminated.



### AVOID

Do not walk or stand under a load.



### MAKE SURE

Only enter a trench if the appropriate wall supports are in place.



### CONTROL

Test that the atmosphere is safe before entering a confined space and monitor it as you work.



### BAN

Do not work under the influence of alcohol or drugs including driving.



### STOP

Do not manipulate your phone or any other communication device while driving.



### CHECK

Verify that there is no live energy (mechanical, chemical, electrical, fluids under pressure, etc.) before starting work.

