



# **BHARAT HEAVY ELECTRICALS LIMITED**

## **TRANSFORMER PLANT, JHANSI**

### **HEALTH, SAFETY & ENVIRONMENT**

#### **Mandatory Terms & conditions to be followed with every Work Order**

The following HSE related points are proposed to be included in BHEL TP Jhansi “Terms and Conditions” while issuing Work Orders to Outside Agencies for carrying out work at BHEL TP Jhansi Factory, Township premises & BHEL General Hospital.

There should be a separate chapter entitled “Safety and Environmental Obligations”, to be included in every set of Tender documents issued to outside agencies. The same should also be included in Work Order Award documents.

#### **(A) Rules to be observed while working inside BHEL premises:-**

1. Our factory is a no-smoking zone, so this rule shall be observed by all workmen at all times while working inside the premises.
2. Workers shall not indulge in gambling or consumption of liquor while working inside BHEL premises.
3. Workmen in inebriated condition shall not be allowed to enter BHEL premises.
4. Contractor shall not post any worker at a workplace without instructing him of all Safety requirements, Technical requirements and all rules of proper conduct in line with Factories Act, Uttar Pradesh Factories Rules and BHEL Rules and Regulations.

#### **(B) Mandatory Health, Safety & Environment Guidelines:-**

1. No workman shall be allowed below the age of 18 years on the date of starting work in BHEL TP Jhansi. Neither shall any contract worker be allowed above 60 years of age during the entire period of contract.
2. For any skilled / semi-skilled work, notarized copies of trade certificate such as ITI pass, Diploma, or degree shall be furnished before start of work.
3. Electricians shall furnish their valid license from Chief Electrical Inspector, Govt of UP or Equivalent Certificate of experience as per IEE Rules.

4. List of all Personal Protective Equipment (PPEs) which shall be provided by Contractor must be furnished at the time of quoting for tender. In the event where, after award of work order, it is found that Contractor's workmen are working without the required PPEs, BHEL TP Jhansi reserves the right to terminate the contract OR to provide the PPEs at the cost of Contractor. The expenses so incurred shall be deducted from the running/final bills of the contractor.
5. At the time of starting work, the contractor shall submit all PPEs through entries in BHEL TP Jhansi Material Gate for items such as Face Shield, Respirators, Safety Belts, Dungarees, Welding shields , masks, ear-buds, muffs gloves etc. as relevant and mandatory for adequate safety of personnel. Contract Executing Department shall inspect the work place and confirm whether workmen are provided the PPEs and are using the same or not. If this is not found, BHEL is free to take action against the contractors.
6. On the first day of commencement of work, the contractor will have to obtain the signed approval from the concerned Head of the Department (HOD) of that department that all the PPEs related to working at the site have been provided to all the workers by the contractor and all the workers are using it. The signed approval copy of this sheet has to be sent to HR (CLC) and HSE department at the time of commencement of work along with this endorsed copy to be attached to the ongoing or final bill in the finance department. **Failing to furnish this endorsed copy will result in objection for processing the running / final bill, whichever is put up first, for clearing.**
7. For any Chemicals, Paints or oils etc. that the contractor may be required to be brought inside factory, the empty drums, containers etc. shall be taken out through the Material Gate under intimation to HOD concerned of the department where work is carried out. OR will be deposited at Scrapyard of Factory Main Store through concerned department, against Scrap delivery Note (SDN), No oil, effluent or chemical etc. shall be drained in the drains or water pools inside factory.
8. Medical fitness certificate not more than one month old, from local Registered doctor (MBBS) in respect of all workmen shall be furnished by contractor before starting work in BHEL TP Jhansi.
9. The workmen who are employed in Canteens, the contractor shall furnish their Medical Certificate of fitness from Registered doctor (MBBS) stating fitness in addition to general aspects, free from any skin diseases, infectious diseases or diseases like TB, Asthma, Leprosy etc.
10. For all such work requiring working at heights such as chimneys, rooftops, columns of blocks etc., special medical certificate of fitness from MBBS doctor shall be furnished showing the person is free from such medical conditions as vertigo, epilepsy etc. Specific written permit shall be taken from the Incharge/HOD of that department not less than HOD, for such work.

11. The contractor shall follow the Permit systems for all dangerous operations as specified in the Factories Act, 1948 and Uttar Pradesh Factories Rules, 1950.
12. It will be mandatory for the vehicles brought inside the factory by the contractor along with its driver to comply with all the legal and statutory rules framed under the Motor Vehicles Act 1988 and the Central Motor Vehicles Rules 1989.
13. Maintaining road safety rules inside factory at all times is the prime responsibility of contractor. Any violation of the same shall be deemed a punishable offence in accordance with road safety rules. Any damage to the property of BHEL TP Jhansi by any act of carelessness on road/mishap, shall be recoverable from the contractor.
14. BHEL's HSE policy shall be honored at all times.
15. No unsafe act shall be indulged-in, by the workmen.
16. While working at any machine tool area/dangerous operation, Battery operated truck, Cranes etc. mobile phone usage is not allowed.
17. No loose clothings like shawls, mufflers, dupatta etc. should be worn near machine tools. Clothes shall be reasonably tight fitting and preclude any mishap occurrence.
18. No make-shift arrangements shall be made for any engineering shop-floor work.
19. Compressed air shall not be used for area or personal cleaning/de-dusting.

**To be signed by contractor**  
(As proof of having read & agreed for compliance)