

DOC 12

Delimara Power Station

Briefing Document for Contractors and Visitors

General:

Emergency Reporting

In the event of a serious emergency (Fire / Injury / Environmental incident) contractor's personnel are to inform the Central Control Room. The Central Control Room will make the necessary contacts with emergency services.

DPS Central Control Room:
Internal (PABX) phone: [REDACTED]
External or mobile phone: [REDACTED]

Site specific risks

Visitors and/or Contractor's personnel are all expected to be aware of the risks involved in the maintenance of the plant. The site does not present any abnormal hazards other than those common to all power generating plants. Safety helmets and safety shoes should be worn in all areas of the plant. Appropriate Personal Protective Equipment (PPE) should be worn according to the area you are in and to the work being carried out.

Enemalta is committed to maintaining the highest standards in order to safeguard the Health & Safety of its employees, contractors, visitors and third parties. All contractors and visitors are expected to fully comply with all regulations

First Aid

First aid kits are available at the Central Control Room.

Eyewash and Emergency Shower units are installed at key points around the station and clearly marked.

For more serious injuries there is a first aid room which opens from 0700 – 1800 Monday to Saturday.

The First Aid Room is situated as shown in the site plan, available on this document.

In the event of any serious injury contact the Central Control Room to initiate Emergency Response Team, as indicated in **EP 1 – DPS Emergency Plan**.

Fire

In the event of a fire or other emergency condition the fire alarm will sound. All visitors and contractors are to proceed to the respective assembly points where a roll call shall be carried out by the designated responsible who will then report to the security guards.

Emergency Exits and Evacuation

All emergency exits and evacuation routes are marked using European standard signage (Green Exit signs). Escape routes are fitted with emergency lighting.

Assembly point

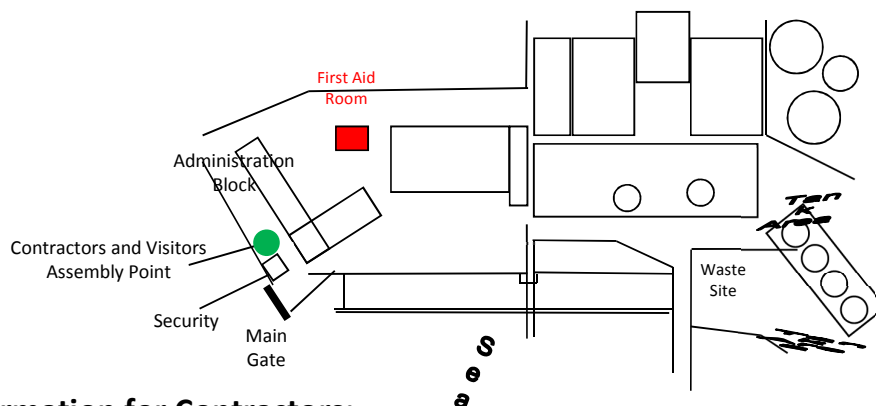
The assembly point for contractor personnel and other visitors at DPS is near the security guardroom opposite the administration block (near the front gate) – **Assembly Point A**

Smoking

This is a no smoking site. Smoking is only allowed in designated areas.

Security

You will be given a visitor's pass. Please make sure to hand it in to the Security Guards every day before you leave the premises.



Information for Contractors:

Driving Speed Limits

Any Contractors' vehicle entering Enemalta premises shall not exceed the 15km/hour speed limit.

Permit to Work

Enemalta operates a permit to work system. Before any work is carried out on the plant the appropriate permit must be obtained from the Duty Engineer at the Central Control Room.

Hot Work

Enemalta operates a hot work permit system. Before any hot work is carried out, a hot work permit must be obtained from the Maintenance Engineer who will then coordinate the work.

Fire

In the event of a fire starting in the contractors' area of work, persons on site are to sound the alarm and inform the Duty Engineer immediately. "Break Glass" Alarm call points are situated throughout the plant.

Any use of fire equipment must be reported to the Enemalta officer responsible for the work who will in turn inform the Health and Safety office.

Environmental Procedures

The contractors shall be familiar with Enemalta's **Waste Management (SOP CNT 45)** and **Chemical handling procedures (SOP CNT 44)**. These shall be explained to the contractors where applicable and a copy of these documents shall be forwarded to the contractors or their delegate. The latter shall confirm receipt of these documents by signing the relevant form **DOC 2 – Contractor's Briefing and Employee Training**.

Chemical/Oil Spills

Please care for the environment and prevent any spillages.

In case of a chemical or oil spill contact immediately the control room on () and give clear indications as to the type and the whereabouts of the spill. Actions should be taken to control the spill in the shortest time possible. If use is made of absorbent material to control the spill this should be disposed of as hazardous waste according to Enemalta's Waste Management procedure and should follow instructions given by the on-duty Engineer who can be contacted on () (Dispatch Engineer) and () (D3.Engineer)

Hazardous Substances

Permission by the responsible engineer is required to bring in hazardous substances on site. A copy of the Safety Data Sheet (SDS) for the hazardous substance is to be forwarded to the responsible engineer who will in turn forward it to the Health, Safety and Environmental Officer and Station Chemist.

Waste Management

Contractor shall make arrangements with Enemalta for Waste collection and disposal PRIOR to commencement of works. Waste is to be disposed of as per Enemalta **Waste Management Procedure**. Contractor needs to get written permission from Enemalta if an agreement is reached to use Enemalta's waste disposal facilities.

For further details contact the on-duty Engineer on () (Dispatch Engineer) and () the (D3.Engineer)