

INTRODUCTION

This document outlines the requirements of Mandai Park Holdings Pte Ltd and its related corporations (as defined in section 6 of the Companies Act 1967) (collectively, the “Mandai Wildlife Group” or “MWG”) in respect of environmental, health and safety (“EHS”). It is provided to assist individuals or companies (including their sub-contractors, sub-suppliers, employees and agents) who have satisfied MWG’s pre-qualification requirements and are eligible to be engaged by MWG for the provision of works and/or services (collectively, the “Contractors”) in ensuring that accidents, dangerous occurrences, injuries, occupational diseases, environmental pollution and damage to property or equipment are prevented in the course of their engagement with MWG. The requirements in this document shall apply to the period from contract award through to execution of a contract. The following guidelines apply to all MWG’s Contractors and are non-negotiable obligations. Failure to comply with any of the obligations contained herein may entitle MWG to terminate the contract and/or to be indemnified for loss and damages resulting from the breach of the obligations herein and/or other rights under the contract. In addition, Contractors shall adhere to and comply with the relevant Singapore laws and regulations, including but not limited to the Workplace Safety and Health Act 2006 and the Environmental Protection and Management Act 1999.

1. CONTRACTORS’ RESPONSIBILITY

- 1.1 Contractors will conduct its operations in such a manner as to:
 - 1.1.1 Provide a safe working environment,
 - 1.1.2 Ensure the safety and health of its workers,
 - 1.1.3 Protect the public from injury, disease and prevent loss or damage to properties resulting from its activities, and
 - 1.1.4 Ensure and safeguard the conservation of the environment.
- 1.2 Contractors shall at all times be fully responsible for the behavior and actions of their sub-contractors and workers and be fully liable for any accident or damage resulting from their negligent acts or omissions and/or infringement of any MWG’ rules and obligations herein.
- 1.3 Contractors shall enforce and ensure that their sub-contractors and workers adhere to all MWG’ policies, rules and procedures and all legal requirements by the relevant Singapore authorities.
- 1.4 Any worker of the Contractors who violates any MWG rules is liable to instant dismissal from carrying out MWG’ works/contract. MWG reserves the right to bar such an offender from coming into MWG’ site indefinitely.
- 1.5 In taking steps to ensure a safe working environment, the Contractors shall have in place the following provisions:
 - 1.5.1 Risk assessment for safe work,
 - 1.5.2 Brief all relevant personnel about the risks **involved** and the control measures available to manage those risks,
 - 1.5.3 Incident Reporting,
 - 1.5.4 Essential understanding and provision for environment protection, and
 - 1.5.5 Essential Training/qualification.
 - 1.5.6 Attain a minimum of **bizSAFE Level 3** before tender for jobs in MWG.
 - 1.5.7 Attend briefing by EHS personnel before commencement of work in MWG.

2. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- 2.1 Appropriate PPE must be worn at all times during work. PPE requirements when working in MWG’ site are, where appropriate, as follows: safety shoes, safety helmet, safety belt/harness, safety spectacles or goggles, gloves, and ear plug or ear muff.

3. HOT WORK

- 3.1 The Contractors shall not carry out hot work without the prior written approval by the respective MWG’ Department–In–Charge of the works/contract (“**Site Representative**”).
- 3.2 All flammable or combustible compounds are to be cleared away from the area. No Contractors are allowed to store chemicals without informing the respective Site Representative.
- 3.3 No hot work is allowed in any confined spaces without a prior written approval by the Site Representative.

4. CONFINED SPACE

- 4.1 The Contractors shall not enter into any confined space without approval by the Site Representative.
- 4.2 The Contractors shall provide a competent confined space assessor to conduct gas check and monitor the confined space condition.

5. ELECTRICAL

- 5.1 The Contractors shall employ only competent persons to take charge of all electrical works. Such installations shall be provided with residual current circuit breaker (RCCB) and be maintained in good and safe working order.
- 5.2 All electrical installations shall comply with the requirements of the applicable law and regulations of Singapore authorities.

6. CHEMICAL

- 6.1 The Contractors shall ensure Safety Data Sheet (SDS) of any chemical used or handled by its sub-contractors and workers is always made available and they have been briefed on the hazards and safety and health precautions. A copy of the SDS must be maintained at site where the chemical is used along with the work permit.
- 6.2 SDS shall be given to the Site Representative where the chemical is being used in or close proximity to places where animals are kept.
- 6.3 No chemical shall be used in MWG’ premises without MWG’ prior consent.

7. NOISE

- 7.1 When Contractors are exposed to excessive noise (85 dBA and above), Contractors shall provide the appropriate hearing protection such as ear-plugs or ear muffs and ensure that their sub-contractors or workers use the hearing protection properly when exposed.
- 7.2 The Contractors Supervisor shall first survey the worksite to assess the need of hearing protection prior to the commencement of the work.

8. HEIGHT

- 8.1 When working at higher than 2 meters from the ground level, there must be secured guardrails to prevent fall for Contractors to work at that height.
- 8.2 If secured guardrails are not available and is difficult or impractical to provide, temporary platform such as scaffolds should be erected and to provide sufficient fall protection equipment such as safety harness which must be properly worn with the following consideration:
 - 8.2.1 There shall be sufficient and secured anchorage, by means of lifeline or otherwise for safety harness, and
 - 8.2.2 The anchorage shall not be lower than the level of the working position of the person wearing the safety harness.
- 8.3 The risks involved in working at such height and the necessary precautionary and safety measures to be taken shall be jointly assessed by both MWG and Contractors prior to commencement of work.

9. SCAFFOLDS

- 9.1 All scaffolds must be erected, dismantled and inspected by competent persons for safe to use.

10. WORKING IN ANIMAL EXHIBITS / ENCLOSURE / DAM / CAGE

- 10.1 The Contractors shall not enter into any animal exhibit, enclosure, dam, or cage without the permission granted by MWG’ Keeper-in-charge.
- 10.2 All work performed in this area shall be closely supervised.

11. REPORTING OF ACCIDENTS / DANGEROUS OCCURRENCE:

- 11.1 The Contractors shall report any or all accidents or dangerous occurrence, including but not limited to those that do not involve injuries to the Site Representative immediately for prompt follow up or action. The Contractors shall also report such accidents or occurrence to the Ministry of Manpower (“MOM”) or any other appropriate authority as required by the laws and regulations of Singapore.
- 11.2 The Contractors shall observe the site emergency evacuation procedures of the company or site.

12. EQUIPMENT & MACHINERY

- 12.1 All statutory equipment and machinery must be inspected, examined and cleared by the MOM Authorised Examiner before allowed to be used.

13. LIFTING OPERATION

- 13.1 All lifting operations involving mobile, crawler or tower cranes must involve competent Signalman, Rigger and supervised by Lifting Supervisor.
- 13.2 Contractors shall ensure that the lifting operation will be carried out safely at all times.

14. ENVIRONMENT

14.1 No Spillage of Oil or Chemical to Land

- 14.1.1 No spillage of oil or chemical to land is allowed in any MWG sites or assigned workshop. All oil or chemical containers shall be stored in impermeable concrete bundled storage area.
- 14.1.2 All equipment powered by internal combustion engine, which may spill oil onto land at site or workshop, shall accompany a properly deployed drip tray.

14.2 No Discharge of Oil or Chemical to Drain

- 14.2.1 No discharge of oil or chemical to drain is allowed in MWG sites or workshop. Where accidental spillage or discharge occurred, the Site Representative shall be notified immediately and sand bags are accordingly deployed to prevent oil or chemical drainage into animal enclosures, exhibits, dams and cages.

14.3 No Emission of Chemical to Air

- 14.3.1 No discharge of chemical gases to air is allowed in MWG sites or workshop. All chemical gases shall be retrieved into appropriate container for proper disposal.

14.4 Proper Waste Handling

- 14.4.1 All industrial wastes shall be properly handled, segregated to facilitate proper disposal.
- 14.4.2 Where the Contractors are unsure of the nature of the waste and means of disposal, advice shall be sought from the Site Representative.
- 14.4.3 All waste or debris is to be disposed off MWG worksite. Upon completion of the work, the Contractors shall ensure that the work area is kept clean.
- 14.4.4 All Contractors’ assigned areas must be kept neat, tidy and free of any pest infestation at all times.

14.5 Housekeeping

- 14.5.1 Contractor/Suppliers shall ensure that the MWG sites or workshop is kept clean and tidy at all times and without causing any mosquito breeding.

15. ACKNOWLEDGEMENT BEFORE COMMENCEMENT OF WORKS

- 15.1 Contractors or their authorised representatives are required to acknowledge receipt and acceptance of this “EHS Guidelines for Contractors” by signing and returning a copy of this document to MWG. No work shall commence prior to the receipt of the signed acknowledgement by MWG.
- 15.2 MWG also welcome any comments or feedback from Contractors on these guidelines.

Note: This guideline is applicable to the above-mentioned activities to be carried out in MWG’s premises.

I, _____ (Name) authorised to sign for and on behalf of

_____ (Company’s name) acknowledge and agree to the obligations under this document.

Signature

Date