

LUSAIL INTERNATIONAL CIRCUIT

HSE PLAN – CONTRACTOR’S TECHNICAL GUIDELINE

“HEALTH, SAFETY & ENVIRONMENTAL MANAGEMENT PLAN – CONTRACTOR’S TECHNICAL GUIDELINE”			
Plan Title	Health, Safety & Environmental Plan – Contractor’s Technical Guideline		
Plan Code	LIC-HSE-PL-001. Rev.00_2024.05.19		
Lead Project	Formular-1 & Moto-GP (Local & International Championships)		
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Entity, Contributing Projects & Authors	LIC	Status	Signature & Date
	Patrick Olise	Prepared	
	Paul McDonagh	Reviewed & approved	

Client Groups Impacted	Participants <input checked="" type="checkbox"/>		Visitors <input checked="" type="checkbox"/>	
	VIPs/VVIPs <input type="checkbox"/>		Staff/Volunteers <input checked="" type="checkbox"/>	
	Broadcast/Media <input checked="" type="checkbox"/>		Sponsors <input checked="" type="checkbox"/>	
	Service Providers <input checked="" type="checkbox"/>		Others <input checked="" type="checkbox"/>	
Plan impacts following FAs	ACR <input checked="" type="checkbox"/>	HSE <input checked="" type="checkbox"/>	FTM <input checked="" type="checkbox"/>	SUS <input checked="" type="checkbox"/>
	CAT <input checked="" type="checkbox"/>	ITT <input checked="" type="checkbox"/>	PAR <input checked="" type="checkbox"/>	TRA <input checked="" type="checkbox"/>
	CER <input checked="" type="checkbox"/>	PTL <input checked="" type="checkbox"/>	P&B <input checked="" type="checkbox"/>	VIS <input checked="" type="checkbox"/>
	CLW <input checked="" type="checkbox"/>	LGL <input checked="" type="checkbox"/>	PMO <input checked="" type="checkbox"/>	WKF <input checked="" type="checkbox"/>
	CMM <input checked="" type="checkbox"/>	LOG <input checked="" type="checkbox"/>	PRC <input checked="" type="checkbox"/>	ZON <input checked="" type="checkbox"/>
	EVE <input checked="" type="checkbox"/>	LOK <input checked="" type="checkbox"/>	PRO <input checked="" type="checkbox"/>	SEC <input checked="" type="checkbox"/>
	FIN <input checked="" type="checkbox"/>	MED <input checked="" type="checkbox"/>	MKT <input checked="" type="checkbox"/>	FTM <input checked="" type="checkbox"/>
Plan applies to the following locations	Official Venues			
	All Venues within the Lusail International Circuit			
Plan applies to the following:	Pre-Event <input checked="" type="checkbox"/>	Event Operations <input checked="" type="checkbox"/>	Post-Event <input checked="" type="checkbox"/>	

Plan interfaces with the following external agencies / national stakeholders	<ul style="list-style-type: none"> • Qatar Civil Defence Law No. 9 of 2012 • Qatar Labour Law No. 14 of 2014 • Law No. 25 of 2015 Civil Defence 2015 • Law 31 of 2002 on the Protection Against Radiation 2002 • Qatar Construction Spécifications 2014 - Section 1 Part 10 2014 • Qatar Construction Specifications 2014 - Section 11 2014 • Workers Welfare Standards in its latest edition • Formular 1 Safety and Security Framework • Host Country Health Safety Standards in its latest edition. • The Event Safety Guide (worldwide event safety guidelines) • The Purple Guide (UK event safety guidance) <p>Where legislation does not exist in relation to the specific function or activation, then the most applicable international code shall be applied.</p>
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Codes and Titles of the Related Policy(s) & Procedures	
Code	Titles
LIC-HSE-PL-001. Rev.00_2024.05.15	HSE MANAGEMENT PLAN – All sections
FIA	Formular 1 Safety and Security Framework
FIM	FIM standards for track racing circuits_STRC 2022
QCS 2014	Qatar Construction Spécifications - section 1, part 10, 2014
QCS 2014	Qatar Construction Spécifications - section 11, 2014

1. Objective and Description:

Purpose of this document is to establish HSE guidelines and instruction to LIC Staff, Event Organizers / Event Contractors and implement required controls typically associated with event activities.

This The plan details the methodology on how LIC as a promoter has organized all HSE related aspects on this Lusail international project and how it complies with the contractual requirements and the applicable laws and legislation of FIA & FIM. It determines, in general, the potential hazards that need to be carefully managed throughout the duration of the project.

The scope of this plan applies to all Event construction, maintenance and demobilization activities that are embarked on by contractors working in circuit that are under LIC management scope.

Plan Title: HSE MANAGEMENT PLAN-CONTRACTOR'S TECHNICAL GUIDELINE				
Step	Description of Action	Who actions the step? (Entity / Trigram)	Site (see footprint)	Location / space (see footprint)
1				
1.1	Ensuring that the LIC HSE Policy is deployed and implemented.	President	LCSC	LIC
1.2	Direct the Business to ensure that all deliverables and services are delivered in compliance with this plan.	Director	LCSC	LIC
1.3	Ensure that a Safety Culture is actively promoted within the Business to ensure that all employees understand their Safety and Environmental responsibilities and requirements.	Director	LCSC	LIC
1.4	Ensure that all notified in-service Near Misses, Safety incidents, where death / severe injury have or could have occurred are reported.	Director	LCSC	LIC
1.5	Ensure that formal mechanisms for alerting customers to HSE issues are in place and that appropriate modifications are offered for adoption.	Director	LCSC	LIC
1.6	Delegates appropriate levels of responsibility to the Deputy Directors / HODs and Functional Areas managers.	Director	LCSC	LIC
1.7	Ensure that the Plans and supporting processes are maintained in support of the business operations.	Director	LCSC	LIC
1.8	Managing the LIC contractor's HSE aspect and ensure that enough resource, funding and time allowance is made available throughout the complete lifecycle such that Safety Management activities can be planned and executed, based on reducing risk so far as is reasonably practicable.	Senior/ Manager HSE	LCSC	LIC
1.9	Provide programme leadership by promoting a positive LIC Health & Safety culture.	Senior/ Manager HSE	LCSC	LIC
1.10	Provide technical advice and guidance to the LIC team in relation to safety and environmental risks and obligation	Senior/ Manager HSE	LCSC	LIC
1.11	To develop and coordinate with LIC team the implementation and maintain the following LIC HSE Management Plans	Senior/ Manager HSE	LCSC	LIC
1.12	Ensure that all functions work together within the programme to flow down LIC safety requirements onto all internal and external suppliers.	Senior/ Manager HSE	LCSC	LIC

Plan Title: HSE MANAGEMENT PLAN-CONTRACTOR'S TECHNICAL GUIDELINE				
Step	Description of Action	Who actions the step? (Entity / Trigram)	Site (see footprint)	Location / space (see footprint)
2				
2.1	The safety of employees is a top priority and shall not be compromised. It is the responsibility of all employees to protect not only themselves, but also their fellow employees. Observance of safety rules shall be a condition of employment and violation could result in corrective discipline for the employee(s) involved.	All LIC Staff	LCSC	LIC
2.2	Employees are expected to keep themselves fully informed of the contents of this manual and apply these rules to their work. Employees are expected to take an active part in the LIC Health & Safety process. Employees are responsible for reporting and taking the necessary actions to correct unsafe conditions and acts. In no case shall safety be compromised.	All LIC Staff	LCSC	LIC
2.3	No employee who is under the influence of, or in possession of, alcohol or illegal drugs shall be permitted to work.	All LIC Staff	LCSC	LIC
2.4	Employees taking medication shall notify their supervisor if medication is, or has the possibility of, adversely affecting employee's ability to work in a safe manner.	All LIC Staff	LCSC	LIC
2.5	Practical jokes and horseplay shall be strictly prohibited	All LIC Staff	LCSC	LIC

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EXPLANATION OF ACRONYMS USED

Acronym	Definition
BS	British Standard
CD	Civil Defence
CM	Crowd Management
CMP	Crowd Management Plan
CO2	Carbon Dioxide Extinguisher
COSHH	Control of Substances Hazardous to Health
CSMP	Construction Safety Management Plan
ECC	Emergency Command Centre, see also MOC
ERP	Emergency Response Plan
ESMP	Event Safety Management Plan
FIA	International Automobile Federation
FIM	International Motorcycling Federation
LIC	Lusail International Circuit
FE	Fire Extinguishers
FFE	Fire Fighting Equipment
ISO	International Standards Organisation
MCB	Miniature Circuit Breaker

MEWP	Mobile Elevated Working Platform
MME	Ministry of Municipality and Environment
MOH	Ministry of Health
MOI	Ministry of Interior
NFPA	National Fire Protection Association
PAT	Portable Appliance Test
PPE	Personal Protective Equipment
PSA	Pedestrian Screening Area
QCDD	Qatar Civil Defence Department
QCS 2014	Qatar Construction Specifications 2014
RA	Risk Assessment
RACI	Responsible, Accountable, Consulted, Informed
RAMS	Risk Assessment Method Statement
RCD	Residual Current Device
SDS	Safety Data Sheet
SFM	Sports Facility Management
SWL	Safe Working Load
TDS	Temporary Demountable Structure
TTP	Traffic and Transport Plan
VAP	Vehicle Access Pass
VERP	Venue Emergency Response Plan
MOC	Management Operations Center.
WW	Workers Welfare
F1	Formular 1

1. PROCESS AND PROCEDURE

1.1 Event Contractors Selection Process

Any contractor that undertakes any kind of construction of temporary structures or set up of any kind of service that poses potential risk to those involved in the set-up or the public must have competent HSE personnels on site that fulfils the requirements as listed in any applicable guideline and regulations. Below insert for guidance on competency requirement for contractor HSE representative. (Reference: QCS 2014/S-01/P-10/No 10.1.3)

Position	BSc Degree or Diploma - Construction related field.	NEBOSH Diploma (or equivalent)	NEBOSH Certificate (or equivalent)	IOSH, IIRSM, CSP (or similar)	Total HSE	MENA	Similar Role	Major project	General Requirements	Deployment (for day & night shifts)
HSE Manager and Deputy	Yes	Yes	n/a	CMIOSH or equiv	15	3	5	3	Thorough knowledge of international HSE standards, procedures and management systems. Excellent written and oral communication skills in English language. Strong leadership and motivational skills.	Deployed full time at contract award until contract completion.
Assistant HSE Manager (CSC Senior H&S Consultant)	Optional	Preferred	Yes	Preferred	12	2	2	2	In-depth knowledge of international HSE standards, procedures and management systems. Good written and oral communication skills in English language.	Deployed at a ratio of 1: 5 Senior HSE Advisor/Officer. (2500 workers on site)
Senior HSE Advisor/Officer (CSC H&S Consultant)	n/a	n/a	Yes	Optional	8	1	2	-	Good knowledge of HSE standards, with additional language requirements capable of communicating effectively with workers. Attended training in various HSE related courses.	Deployed at a ratio of 1: 10 HSE Advisor/Officer. (500 workers on site)
HSE Advisor/Officer	n/a	n/a	Yes	Optional	5	1	5	-	Good knowledge of HSE standards, with additional language requirements capable of communicating effectively with workers. Attended training in various HSE related courses.	Deployed at a ratio of 1:50 workers. Additional deployment shall be required based on HSE risk of a specific work activity.

- All procurement related activities shall be carried out in accordance with the respective approved procurement procedures and forms applicable.

Contractor Safety Responsibility

Every Contractor or Sub-Contractor shall plan and carry out work in a way that preserves the health and safety of people and protects the environment from damage.

The Contractor remains responsible for compliance with Qatar Labour, Formula 1 safety and security framework and safety regulations. Contractor has responsibility to ensure their sub-Contractors are providing correct documentation. The Contractor is also responsible for oversight of sub-contractors' onsite operations about safety and ensuring safe work practices are carried out. The Contractor must co-operate with LIC in achieving a safe workplace.

1.2 Pre-Event Activity

Kick-Off Meeting

- A kick-off meeting shall be held with the attendance of LIC, Service provider HSE team to discuss the scope and scale of the event and establish HSE requirements and documents.
- The start-up meeting shall determine the following details:
 - a) Nature and scale of the event
 - b) Event Date
 - c) Estimated number of employees / operatives involved.
 - d) Materials and equipment to be used.
 - e) Identification of Event Organizer's key personnel
- LIC Health, Safety & Environmental Representative shall present the following documents to the Contractor during the kick off meeting for them to fill up and return the signed copies back to be LIC HSSE Department Office.
 - HSE Representative Appointment – LIC-HSE-FORM -0001
 - LIC Health & Safety PTW Application - LIC-HSE-FORM -0002

1.3 Event Bump-In / Set-Up Preparation

- Event Contractor shall not start their event set-up preparation in Lusail International Circuit premise without an Approved Permit to Work. They shall keep with them printout copies of the PTW Approval Form. Contractor to be responsible to ensure all applicable conditions stated in the PTW are implemented and fully monitored. This should be revised and brought to the attention of the permit issuer if the site condition changes during the activity.
- During Bump-In stage, Event Contractor's Representative shall report to LIC Staff/Security on Duty in the allocated area and present their approved PTW before conducting any event set-up.
- All Event Contractors shall comply with the LIC HSE Management Guidelines as outlined in Appendix I during Bump-In, preparation, installation, and construction stage.

1.4 Event Set-Up Inspection

Safety Inspection

- LIC HSE Functional Area (FA) shall conduct routine inspection to ensure Event Contractors working and holding events in LIC premises comply with HSE Guidelines and in compliance with local, international and contractual requirements.
- Inspections shall be carried out to identify whether Event Contractors work in accordance with the terms and conditions of the approved PTW.

- Safety inspection shall be in accordance with the approved HSE Inspection Procedure LIC-HSE-PR-003

Work Stoppage

- LIC HSE team shall have the authority to STOP WORK or advise stop the event if it poses imminent danger to person, deemed unsafe, hazardous and could endanger the lives of the operatives, the public and could damage property and environment.
- Once work is stopped, work or event shall not resume unless all rectifications are done by the Event Organizers and the safety recommendations made by HSE FA are fully complied with in line with FIA standards.
- Permission to resume work or event shall be granted by LIC HSSE Director or HSE Manager.

1.5 Event Celebration Monitoring

- During event celebration, LIC HSE Manager shall be deployed in the venue by Director to carry out his or her duty to provide safety assistance as per the requirement of Event operation FA.
- The LIC HSE Manager on duty shall be visible in the venue conducting random safety inspection ensuring compliance with safety requirements are in full effect.
- Whenever duty LIC HSE Manager identifies any non-compliance to the HSE requirements, he shall immediately address and notifies the HSE concerns to relevant Functional area Head or Manager for immediate action. In addition, the LIC HSE Manager shall relate the information to the MOC (HSSE Director) for further advice.
- LIC HSE Manager on duty shall not leave the event unless all participants and members of the viewing public have safely vacated the event venue. He shall coordinate with Event Department Focal point prior to leaving.

1.6 Event Bump-Out / Clearing Operations

- Event Contractors shall ensure safe dismantling of the structure used for the event. No loose materials such as wooden planks, scaffold tubes, banners, tarpaulin, boxes, etc. shall be left lying unnecessarily and the area used shall be cleared of waste on completion of the event. All materials used shall be collected and removed off site.
- Unless Event Organizers contracted LIC Operations team to conduct housekeeping after event completion, it is the responsibility of the Event Organizers to clean up the area and remove all the materials erected and used in the venue.
- LIC HSE Manager shall carry out inspection whether the area is cleared prior to handover/sign-off.

1.7 Post Event HSE Report

- The Duty LIC HSE Manager shall make a report to Director with regards to the overall HSE management of the event highlighting the Organizers compliance with HSE rules, issues and concerns that are dealt with from Bump-In to Bump-Out. This will be done in close collaboration with the H&S lead from the security, safety and crowd, management operations contractor.
- After review of the report, Director shall forward the same to higher management for their information and reference.

2. REFERENCES/RELATED DOCUMENTED INFORMATION

Reference No.	Documented Information Title
ISO 45001:2018	Occupational Health and Safety Management Systems – Requirements
FIA	International Automobile Federation
FIM	International Motorcycling Federation
ISO 14001:2015	Environmental Management Systems
All applicable references	Qatar Labour Law (2014)
Section 1 Part 10 2014 / Section 11 Part 1	Qatar Construction Specification (2014)
Law No 9 and Law No 25	Qatar Civil Defence - (2015)
All applicable references	Qatar Environmental Protection Law (2002)
Minister of civil Services affairs & housing No (9) of 2006	Decision of the Minister of civil Services affairs & housing No (9) of 2006 The determination of working hours in open places during summer
Ministerial Resolution No. 20- 2005	Necessary precautions & requirements in work area & places to protect workers & operators there in & visitors against risks of works
Resolution of the Minister of Civil Service and Housing No. (16) Of 2005 2005	Resolution of the Minister of Civil Service and Housing No. (16) Of 2005 2005 - The medical care of the workers of institutions
Affairs No. (18) Of 2005 2005	Resolution of The Minister of Civil Service and Housing
Affairs No. (19) Of 2005 2005	Resolution of The Minister of Civil Service and Housing
LIC-HSE-PR-002	Permit to Work Procedure

Reference No.	Documented Information Title
LIC-HSE-PR-003	HSE Inspection Procedure
All applicable references	Workers Welfare Standards in its latest edition
Note: Where legislation does not exist in relation to the specific function or activation, then the most applicable international code shall be applied thereof.	

3. PROCESS MONITORING AND MEASUREMENT

Sr. No.	Process	KPI	Monitoring & Measurement Frequency	Ref. Documented Information (Record)
1	HSE Inspection	Yes	Weekly	Monthly report.

4. FORMS/RECORDS

Reference No.	Documented Information Title
LIC-HSE-FORM -0001	HSE Representative Appointment
LIC-HSE-FORM -0002	Application for Permit to Work
LIC-HSE-FORM -0003	Risk Assessment
LIC-HSE-FORM -0004	Event Contractor Equipment List
LIC-HSE-FORM -0005	Statement of HSE Compliance

5. APPENDICES

5.1 Appendix I – HSE Policy

We recognize that all LIC employees and subcontractors have a significant role to play in ensuring the safe delivery of our service and ensuring the safety of themselves and others potentially impacted during our business delivery.

To achieve our Health and Safety policy commitments, the company will actively provide for, encourage, and support training in safety management. LIC seeks the combined efforts of all employees and our subcontractors to ensure the effectiveness and success of our approach to delivering safely. For our business deliverables our management team and staff will:

- Develop and implement an occupational Health and Safety Management system in compliance with ISO 45001:2018
- Embed the philosophies of LIC behavioral based safety initiative SAFE365.
- Work on the basis that all injuries, incidents, and industrial related diseases are preventable.
- Eliminate or reduce hazards and risks by applying control measures that prevent injury or damage.
- Consult with all stakeholders including our employees, clients, subcontractors and third parties impacted by our business.
- Establish and achieve measurable objectives and targets, with continuous improvement in safety and health performance.
- Integrate safety and health management into every aspect of our operations as a priority business function.
- Develop safety and health programmes that enhance the effectiveness of our leadership, work methods and safe work behavior within our organization.
- Senior management responsibilities:
 - *Each senior management representative will demonstrate leadership qualities in delivering safety throughout the business and is accountable for.*
 - *The implementation of this policy together with the health and safety strategy and program, and the allocation of adequate resources and facilities.*
 - *Safety performance evaluated through monitoring with inspection and audit assessments of our operational workplace.*
 - *Regularly reviewing the safety and health processes and performance of all operations, along with identifying and implementing required corrective and preventative actions.*
- Operational management responsibilities:
 - *Identify hazards, complete risk assessments, and apply control measures to prevent harm.*
 - *Implementing safety and health management plans, safe systems of work and conduct monitoring to verify compliance.*
 - *Ensure Contractors work to the conditions of engagement, prepare and implement the necessary safe work plans and practices applicable to their work.*

- Utilize suitably competent personnel to achieve performance requirements and commitments.
- Train employees to meet safety and health responsibilities, gain levels of competency, achieve compliance with legislative requirements, and meet safety standards for tasks performed.
- Communicate and consult with employees on this policy and in the development, implementation, and promotion of safe systems of work.
- Ensure visitors, customers, and other interested parties to comply with our safety and health requirements.
- Each person is individually responsible to:
 - Work safely and keep their work area safe, not endangering themselves or others working around them.
 - Cooperate in complying with safe systems of work and demonstrate understanding of instructions issued to protect their own safety and the safety of others.
 - Appropriate use and maintenance of tools and equipment, personal protective equipment including clothing and footwear.
 - Ensure they are fit for work.
 - Report all hazards, injury, and damage to their supervisor or Manager.

5.2 Appendix II – HSE Management Guidelines

HSE Representative Appointment

- The Event Organizer Representative shall fill up and returned the signed HSE Representative Appointment back to LIC HSE Department. (Ref: LIC-HSE-FORM - 0001)
- The appointed HSE Representative certifies the he or she is authorized to bind their organization (Event Contractor) in respect of this Event HSE Management Procedure. Representative to read in details section 1.1 of this document.

Statement of HSE Compliance

- The appointed HSE Representative shall sign and submit to LIC HSE Department their Statement of HSE Compliance to accept full responsibility for adherence to all laws applicable and to the agreed work and particularly for the full and proper implementation of this document or any other HSE instruction given by LIC. (Ref: LIC-HSE-FORM -0005)
- In addition, the Appointed HSE Representative and his employees are to always ensure that they are familiar with the local regulations e.g., Qatar Labor Law, Qatar Civil Defence, Qatar Construction Specifications, etc. and that they comply with the provisions.

Safety Induction

- All operatives / personnel involved in the operation, activities, or event shall attend the Contractors Safety Induction. They shall provide their valid Qatar ID or valid working visa prior or international passport prior to induction session.

- Access cards shall be provided after attending the induction session.
- Entry to LIC premises or inside the buildings may be refused by the Security Officer if an access card is not available and displayed.

Safety Management System

- Event Organizers shall be required to have their own Safety Management System per contract. Copy of HSE Plan, Safety Procedures, and other required safety documents such as their internal PTW procedure, etc. shall be submitted to LIC HSE Department for review.
- They shall appoint a full-time HSE Personnel who shall manage and implement their internal safe system of work, oversee, and control their own Subcontractor, issue required PTW to their subcontractor, monitor, inspect, and ensure all their employees observe and comply with their safe system of work in addition to conformance with LIC Event HSE Management Guidelines. They shall be held responsible for all constructions and ongoing activities inside the fence / barricaded area.

Permit to Work Application

- **LIC-HSE-PR-002** - Permit to Work Procedure shall be used as reference.
- All Event Organizers shall be required to apply for an online Permit to Work at least seven (7) days prior to commencement of their activities. This 7-day period is specifically allocated to review the permit application, check document accuracy, examine certificate validity, identify operatives' competency, and verify whether relevant stakeholder and third-party permits, and other legal and safety requirements are attached in the application.
- If due to inevitable reasons the PTW application cannot meet the 7-day review period, LIC Event Focal Point shall recommend their application address email to LIC HSE Manager as a special request.
- Such request for late PTW application shall be evaluated by LIC HSE Manager who in turn shall approve the permit application request.
- Permit to work approval shall be processed and reviewed during office hours.
- No enquiries shall be entertained, and no approval shall be made outside office hours and especially during public holidays. However, as appointed by LIC HSE Manager, HSE representative shall be duty on call for emergency request.
- LIC HSE Department may request a meeting with the Event Organizer's Appointed HSE Representative to discuss thoroughly the required and associated documents with the PTW application.

Safe Work Method Statement

- Event Organizer shall be required to submit detailed and sequential work method statement detailing how they intend to carry out their activities ensuring safety working condition, and safety control measures are adequately addressed. LIC HSE team when required, have the right to request for additional documentary evidence of **how the entirety of the job will be undertaken.**
- All activities shall be accompanied by a clear safe work method statement detailing the process for completion of the work throughout the activity lifecycle. Failure to submit a suitable and relevant method statement may delay a Contractor in receiving their accreditation and being able to commence work at the site. LIC shall not accept responsibility for delays caused by a failure to comply with this requirement and any costs incurred shall be carried out solely by the Contractor. The HSE team reserves the right at any time to request verification of any part of the submitted documentation in the interests of site safety.
- Method Statement shall be completed, compiled, and signed by a competent team of people as determined by the task being carried out.

Risk Assessment

- Event Organizers shall make the risk assessment specifically related to the method statement submitted. Risk assessment shall be made using the LIC HSE Risk Assessment Form – LIC-HSE-FORM - 0003 signed-off and approved by competent staff from Event Contractors.

The Contractor is responsible for ensuring that a competent person shall, for every task, duty, activity and workplace under their control, complete a risk assessment. All significant findings will be recorded on a risk assessment form together with any existing control measures and or additional controls as may be necessary and is to be shared with the site HSE team prior to the event.

The results of a risk assessment must be communicated to all those affected and who, in turn, are under an obligation to act in accordance with the controls identified within the assessment, to look after their own safety and the safety of others who may be affected by their acts or omissions.

Risk assessments will be reviewed periodically or if there is:

- A change in legislation
- A change in control measures
- Any significant change in the work/task/activity/process carried out.
- Any other reason to suspect that the original assessment is no longer valid.

All Contractors, Traders, Performers, Displays, Stall Holders, and others who in connection with a work activity are introducing risks to the Event must complete and supply to LIC HSE team a

written Risk Assessment for all reasonably foreseeable significant risks. LIC reserves the right at any time to request verification of any part of the submitted documentation in the interests of site safety.

- Event Contractors' Risk Assessment shall be assessed and reviewed by LIC HSE FA. During the review period, all missing, invalid, outdated, and incorrect documents shall be communicated by LIC HSE FA to Permit Applicants for them to submit or resubmit to ensure accurate documents have been submitted to avoid delays of PTW approval process.

Drawing / Plan / Location Map / Stage Set Up / Calculation

- Event Contractors shall submit the required associated drawings, plans, location map, stage design, load calculation, etc.
- These documents shall be prepared and signed by competent Event Contractor staff prior to submission to LIC HSE FA, taking document responsibility and ownership and confirm documents accuracy.

Stakeholder / Third Party Permit

- Event Organizers shall secure appropriate and required permit form third party (e.g. Kahramaa, Ooredoo, etc.) or relevant government authority (e.g. Ministry of Tourism, Civil Defense, etc.) to ensure necessary approval is granted prior to the commencement of the event.
- These permits shall be submitted to LIC HSE Department when applying for PTW.

Third-Party Trainings/Certifications & Inspections

- Operatives such as scaffold erector, scaffold inspector, rigger, banksman, operator, welder, electrician, etc shall possess valid third-party training competency certificates to show competence to perform their assigned task.
- All lifting equipment, machinery and lifting accessories shall possess valid third-party inspection certificate as proof that the machines and accessories are tested, in good and safe working condition and are safe to use.
- Provision of third-party training/certificates & inspection should comply with QCS 2014 unless otherwise reviewed & agreed by LIC HSE FA on a case-to-case basis under specific situations.

Insurance

LIC does not provide indemnity to any Contractor, their sub-contractor, or workers. It is entirely the responsibility of the Contractor to secure and provide evidence of adequate insurance for their own undertakings and any sub-Contractors they engage. Insurance must cover both their own workforce and Third Parties (people or organizations other than their employees who may suffer loss or damage). The Contractor shall show proof of adequate insurance coverage as agreed upon in their contract with LIC.

- Event Contractors shall ensure that all machinery and equipment that shall be used in preparation and during the event are insured, licensed and proof provided they have been thoroughly inspected as per the minimum legal requirement by a third-party Inspection company certified as competent by the local authorities to carry out the inspection.
- Staff and workers employed by the event organizers, including the event participants, shall be covered with medical insurance.
- Event Contractors undertake to ensure that they carry the appropriate insurance cover, including third party public liability cover, the details of which shall be furnished to LIC before event may commence.

Event Emergency Preparedness and Response Plan

This will be streamlined and managed in the various event phases with all contractors having defined roles and responsibilities. LIC will be coordinating all emergency preparedness in the event with each FA having a role to play with their consecutive contractors. This will be coordinated via the security, safety, and crowd management contractor.

- Event Contractors shall detail their action plan in case an emergency arises during the pre-event phase or during the post-event phase; ensuring the safety of everyone present in the area or venue is given high priority.
- All contractors are to assess & prepare an Emergency Management Plan during their execution period in the project. This shall be submitted to LIC HSE FA for review.

The emergency preparedness and response plan shall establish the following:

- Emergency response organization structure
- Roles and responsibilities of the organizer's key emergency responder
- Emergency management and risk mitigation
- First aid and fire warden requirements / arrangements.

In the event of any emergency, ensure it is reported to the LIC project team via the fastest possible.

An escalation process is in place as detailed in the event safety management plan. In the event of an emergency, instruction will be passed over via available staff, active personal radios and any PA set up operational at the time of the Emergency. If for any reason an evacuation of the site is initiated, you should follow the instructions of the safety staff and/or the Public Authorities staff who will direct you to the nearest assembly point. All contractors are to follow the instructions of the crowd management team and marshals.

In the event of a medical incident, Contractors shall contact the medical team immediately using the contact number posted at the site office. Further contact numbers for security and safety-related incidents will be provided.

The Event Emergency Preparedness and Response Plan is a live document and subject to review when required.

Safety Barrier / Enclosure

- Organizers shall ensure that their area of responsibility is properly and suitably barricaded to prevent unauthorized entry during the setup. They shall ensure that members of the public have no easy access to the work or activity area that may cause interference.
- Organizers shall determine whether barrier is required to separate the attractions, displays, concert stage, etc. from the viewing public using the correct and suitable barriers or fencing to ensure tampering or vandalism is avoided and to ensure safety of all the persons present during the event is given high priority.
- Any road closure by any barriers or fencing shall require approval from LIC Traffic Management team prior to blocking the access road.
- All construction and ongoing activities inside the safety barrier / enclosure / fence shall be the responsibility of the Event Organizers / Event Contractors.

Workers Welfare

As a minimum, the contractor shall meet the following requirements of Workers Welfare Standards:

- Health and Safety – foster and actively encourage a world class health and safety culture;
- Employment Standards – all relevant Qatari laws.
- Equality – treat all workers equally and fairly, irrespective of their origin, nationality, ethnicity, gender or religion.
- Dignity – ensure that workers’ dignity is protected and preserved throughout their employment and repatriation.
- Unlawful Practices – prohibit child labor, forced labor, and human trafficking practices.
- Working and Living Conditions – create and maintain safe and healthy working and living conditions.
- Wages – ensure that wages are paid to workers on time.
- Grievances – prohibit retaliation against workers who exercise any rights deriving applicable employment standards or relevant Qatari laws.
- Access to Information – provide access to accurate information in the appropriate language regarding workers’ rights deriving applicable employment standards or relevant Qatari laws.
- Training – provide workers with training in skills necessary to carry out their tasks, including areas related to their health and safety.

The Contractor shall ensure its other contracting parties implement any necessary rectifications and measures to be compliant with these Workers Welfare Standards.

It is the responsibility of every Contractor to provide suitable and sufficient welfare facilities for all staff working on site. Adequate welfare facilities include the following,

- Sufficient water for all staff stored in coolers.

- Shaded areas for rest
- Dedicated break times
- Staff working hours are recorded and monitored on the Intalex system.

Personal Protective Equipment

PPE (Personnel Protective Equipment) as it is commonly referred to, is anything that is worn, held or used for the protection of a person's health and safety. PPE does not include uniforms that are provided for the primary purpose of presenting corporate image or ordinary working clothes. PPE may consist of:

- Full body harness and lanyard
- Sit Harness
- Descender Devices
- Descender Devices for rescue
- Full Face Mask
- RPE Half or Quarter Mask
- Self-Retracting Lifeline
- Guided Fall Arresters
- Energy Absorbers
- Lanyards
- Work Positioning System
- Hi visibility clothing.
- Standard construction Helmets
- Climbers Helmets
- Safety shoes or boots
- Gloves
- Hearing protection
- Protective eyewear



It is important to check and verify the PPE standards for uses or special tasks that could be different from the above standards. For example, there are different types of gloves and standards for handling chemicals or working with electricity.

PPE in the form of harnesses, work positioning and or fall arrestors will be used when undertaking some activities while working at height. These requirements will be detailed in the event risk assessments or Contractors individual task assessments and safe systems of work and must be always complied with.

It is essential that you ask for advice if you do not fully understand the difference between:

- **Work positioning** - The use of a fixed or adjustable length lanyard attached to your harness that enables you to work 'hands-free'. Attach to the stomach or waist attachment points. Use of one of these MUST be backed up by one of the two types below.
- **Fall prevention** - Like work positioning. Use of a short non-energy absorbing lanyard that is short enough that even if you slip or what you are standing on fails, you can't fall. Therefore, it must be always tense.
- **Fall arrest** - Use of a lanyard with an energy absorbing element to slow you down if you fall. Although they may deploy a short distance (approx. 700mm) you still need a clearance of 4m. (Length of lanyard, 1m, extension, 0.7m, your body length, 2m). You MUST not use them if you do not have 4 meters of clear unobstructed space beneath you. They must be attached at the sternal or dorsal attachment points and NEVER be attached at the stomach level attachment point. If you do use them, you must ensure you are aware of the facilities available to rescue you if you fall.

A harness will be worn by any person working at height, where not fully protected by platform and complete edge protection, but especially in these situations:

- Working in a Cherry Picker
- Installing rigging in roof spaces
- Stage building near live edges.
- Any location where there is a risk of fall.
- Harnesses must be manufactured to the relevant standard appropriate to the role for which the harness's use is intended.

Under no circumstance will any crew member or company employee use homemade lanyard systems from any material regardless of tensile strength if that lanyard has not been tested to appropriate standards.

Minimum standard PPE shall be worn whilst working at height and in accordance with any specific risk assessment requirements.

The Contractor must identify and assess risks to health and safety in the workplace, thus enabling the appropriate means to be used to reduce the risks to an acceptable level, in other words carry out a risk assessment. There is in effect a hierarchy of control measures where engineering methods and safe systems of work must be used ahead of the wearing of PPE to control the risks that have been identified. However, in some situations the risk cannot be fully controlled by engineering methods and safe systems of work, so in many cases PPE will still have to be worn by the employee to adequately control the risk.

Where this has been identified and detailed, people will be informed, trained and provided with the correct PPE for the task. This PPE must be always worn during the activity or in accordance with the site rules.

Fire Safety / Prevention

All areas under the control of LIC shall be subject to a fire risk assessment. Contractors and suppliers shall ensure that:

- Fire risk assessments will be carried out and control measures communicated to all those engaged to deliver the event including volunteers.
- Periodic inspections and assessments will be carried out to identify fire risks and ensure that appropriate precautions are in place. The results of these inspections will be as per (HSE Inspection Procedure LIC-HSE-PR-003) and recorded using (HSE inspection form - LIC-HSE-FORM-0007).
- Those engaged to deliver the event must report any concerns about fire hazards to their supervisor as soon as possible.
- Only approved and clearly maintained firefighting equipment will be utilized in temporary and de-mountable structures such as marquees and tents.
- All fabric materials must be durable or flame retardant which shall be proven by supplying relevant material certificates.
- No open flame allowed in LIC premise.
- The use of cylinder gas for cooking is allowed only in approved locations in LIC premise. This is subject to continuous review.

Smoke Detector Isolation - Contractors shall coordinate with MOC Staff on Duty whether isolation of smoke detector is required to ensure smooth operation is carried out all throughout the preparation and during the event itself. False fire alarm activation brought about by misuse or abuse of smoke detector or nonconformance to fire alarm isolation procedure shall constitute a monetary penalty against the contractor involved amounting based on contract.

Fire Fighting Equipment - Buildings are provided and equipped with adequate firefighting system. Event Contractors shall ensure that an adequate supply of fire protection is provided for the use of the generator set and the supply of fire protection equipment shall be to the account of the Event Contractors.

Fire Warden - Event Operation team shall ensure that they deploy an adequate number of trained Fire Wardens who shall be supporting in the event of a fire emergency evacuation.

Electrical Equipment & Installation

- Temporary electrical installations, electrical wiring and electrical equipment used for light or power purposes shall be installed in accordance with the safety standards and guidance on the correct installation of electrical systems and use of electrical equipment.
- All electrical connections shall be made by a qualified, trained, and competent electrician under the supervision of a competent electrical engineer.

- All electric cables, sockets, etc. used must be of industrial type and weatherproof when use outdoor.
- Whenever cables are spread across walkways or roadways, they shall be protected with cable jackets to protect them from being damaged and becoming tripping hazards.

Generator Set

- If a generator is required to provide additional/backup power supply or if it shall be used as the source of power supply, the Organizer shall place it at least 15 meters away from the event setup and it shall be placed in such a way that it shall not impede or interfere with pedestrian or vehicular traffic flow.
- Drip dray or containment bund shall be required to be fixed under the generator. A standby fire extinguisher and spill kit shall be available and positioned near the generator.
- Proper earthing shall be installed to avoid possible electric shock.
- A two-meter-high barricade shall be required to enclose and protect a big generator while a steel fence barricade shall be erected to protect a small one.
- A “no smoking” sign shall be posted.
- Blinker lights or illumination shall be provided with the generator set if the work preparation or if the event shall be extended in the evening especially if the activity or event shall be held at night.
- No refueling shall take place during the event. Refueling of big generators shall be done using the fuel tanker. Manual refueling is not acceptable.

First Aider/Medical Arrangement

- Event Operation team shall maintain First Aid Kits, Ambulance, required Medial emergency preparedness in accordance with Qatar Labor Law.
- They shall ensure that they have a trained medical team who will respond and provide immediate treatment to any medical case.

Normal Operating Hours. Working hours must comply with Qatar law, especially concerning summer working hours and shall be agreed upon between the Contractor and LIC.

LIC shall ensure there is adequate arrangement of first aiders at the site/office throughout the phases of the event. This shall be for the treatment of injuries and acute illnesses and made available to all Contractors working at the site.

Further to this arrangement, all contractors are also expected to provide their own first aiders / kit and first aid trained staff members for all teams. This cover shall be for the immediate treatment of minor injuries and to ensure proper coordination with relevant authorities when required.

Out of Hours - Any Contractors or exhibitors working outside the normal core working hours for presence on site must provide their own full cover or arrange for an extension of cover with the medical provider on site. First Aid cover should include as a minimum the following elements: (refer to the QCS 2014 requirement for the construction phase)

- Qualified First Aid member of staff.
- Full first aid kit easily accessible at the work site
- Contact information of first aid trained staff member shared with LIC HSE Team

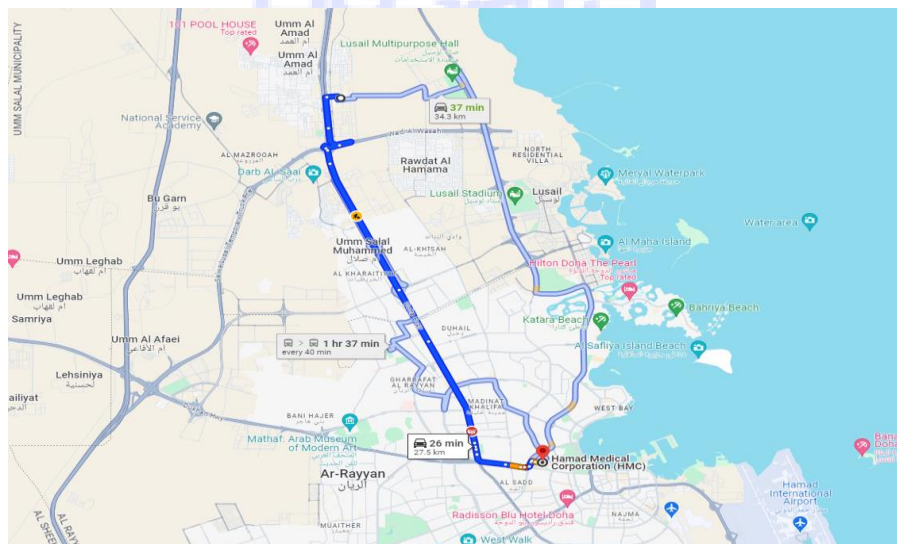
Receiving Hospital

The nearest hospital is Hamad General Hospital located ca. 27.5km away from LIC

Contact details:

Address: HAMAD GENERAL HOSPITAL, Doha, Qatar, <https://maps.app.goo.gl/cgLCGE6QyFDKE2F79>

Telephone: +97444395777 / Website: <https://www.hamad.qa/EN/Pages/default.aspx>



Temporary Structure Erection

- Whenever Contractors will be erecting temporary structures such as stage, bleachers, stands, advertisement banners, podium, etc. drawing of such shall be made by Contractors' competent engineer detailing the design structure, load capacity, stability, counterweights, etc. of which the signed copy shall be submitted to LIC HSE Department. (Note: Upon receipt of these documents,

LIC HSE Department shall forward and consult this to LIC Civil, Mechanical, Electrical Engineers or technical team for review, comment, and approval.)

- Whenever marquees or large tents are required for social gatherings or events, Event Contractors shall ensure that the materials used are fireproof. Certification of such shall be submitted to LIC HSE Department.
- Event Contractors shall ensure that no nails are used during the erection, assembly, and fittings of marquees.
- Erection of series of marquees (bazaar type) shall require design approval from Civil Defence prior to erection and establishment on LIC premise. Approval copy shall be submitted to LIC HSE Department.
- Prior to using any light post, the contractor shall submit to LIC HSE Department light post drawing or design with proper counterweights approved by a competent person such as structural engineer. Accurate design drawings and structural calculations for temporary structures, including calculations for imposed loads (technical equipment etc.) must be provided for large or complex structures. All temporary structures shall comply with relevant Qatar Construction Specifications and Civil Defense requirements.
- Event Contractors shall ensure that during temporary structure erection, sufficient means of access and egress are provided for free movements, materials to be used are arranged and stacked properly, area barricaded, and sign posted, and all other safety precautionary measures are in place to ensure safe operation is carried out.
- The risks involved in the erection of temporary structure shall be discussed in the risk assessment.
- All temporary structures will be subject to an approved third-party structural sign-off. Unless otherwise agreed as per your contract, each Contractor will be responsible for providing an approved third party sign off for all structural installations.

Complex Structures Criteria - A complex structure is defined as any structure over **3.95 meters** in height (This limit includes the overall height of the stand fitting, any branding, and all raised platforms). Any structure that requires structural calculations is referred to as a complex structure.

Any part of a stand or exhibit that exceeds 5m in width. Any multi-story stands are also considered to be a complex structure. Any platform or stage over 1.5m in height, and all platforms or stages which will be accessed by the public for viewing purposes. Temporary raised or tiered seating

All complex structures must be signed off by an authorized competent person from the Contractor construction company and verified by a suitably qualified member of related FA representative from LIC with support from LIC HSE team where necessary prior to being opened to the public. Failure to ensure appropriate documentation may result in delay.

Temporary structures - Accurate design drawings and structural calculations for temporary structures, including calculations for imposed loads (technical equipment etc.) must be provided for large or complex structures. All temporary structures shall comply with relevant Qatar Construction Specifications and Civil Defense requirements.

All temporary structures will be subject to an approved third-party structural sign-off. Unless otherwise agreed as per your contract, each Contractor will be responsible for providing an approved third party sign off for all structural installations.

Illumination

- Whenever proper and adequate illumination is required for the venue, organizers may set up additional light posts, solar day maker lights or floodlights.
- Event Contractors shall ensure that prior to erection of light posts, approved drawing shall be submitted to LIC HSE Department for review. Installation of such shall be done by a competent electrician.
- Setting up of floodlights powered by generator shall include provision of a drip pan under the trailer, availability of fire extinguisher and erection of barrier around the area to establish exclusion zone.

Lifting Operations

Lifting operations must be adequately planned, detailed and properly supervised in all situations.

The use of cranes must not be undertaken unless a comprehensive lift plan is submitted prior to the task being undertaken.

Lifting equipment must be of adequate strength and stability, including all attachments used for anchoring, fixing, lifting or supporting loads.

Lifting equipment must be marked with its safe working load and characteristics necessary for safe use and accompanied by current certification.

Lifting operations must be included in all Risk Assessments.

Contractors shall ensure that when using the appropriate type of lifting accessories i.e., chain, strap, sling, harness, eye bolts, shackles, they:

- Ensure it complies with the necessary Safe Working Load (SWL)
- Ensure safety catches are engaged, 'D' rings checked, and load chains are untangled and hanging freely.

- Ensure loads are balanced and ‘tag’ lines are attached to control rotation or swing of large or irregular items.
- Never leave a suspended load unattended
- Ensure persons stay clear of raised loads.
- Should ensure a prohibited area when lifting operations are in progress.
- Ensure lifting accessories have a current certificate of testing.
- When using heavy lifting equipment, the outriggers **MUST** be set in the support position and have the correct outrigger pad / mat attached.
- All operatives must wear appropriate PPE such as hard hats and safety boots.

Additionally, a lift plan detailing work process, load calculation, work safe distance and safety measures shall be submitted when applying for a permit to Lift. The Lift plan shall be prepared and signed off by a competent Contractor staff.

- As part of the legal requirements, that following documents are required to be submitted along with the lift plan:
 - Valid third-party Competency Certificate for Operators including operator’s license
 - Valid third-party Load test for Lifting Machinery
 - Valid third-party Inspection certificate for lifting machine and lifting accessories
 - Third party trained rigger / banksman with valid training certificate
 - Contractors shall ensure that all their users or operators of any machinery or equipment are professionally trained in the use of such materials, machinery or lifting equipment in accordance with local legislative requirements.

Scaffolding Structures

The aim of this section is to identify safe practices around construction of sub-structures involved in the building of many types of free-standing scaffold structures such as FOH towers, spot towers, viewing platforms etc.

Where possible all low-level sub-structures up to 2m should be built from the ground with the use of raised step platforms and walk boards across the scaffold structure to aid the construction where necessary. Any construction above 1.5m must be accessed via temporary ladders or stepped access.

In the event of installing equipment above 1.5m; and there is no option other than to work at height; then a suitable and sufficient system, so far as reasonably practicable, to prevent falls that may lead to injury needs to be in place. This may include, for example, the use of MEWP, fixed restraint or fall arrest systems or other suitable means of preventing falls; or, for example netting systems to minimize consequences if a fall occurs.

Clipping onto an incomplete structure as a means of fall prevention may not provide an adequate means of fall protection. **Free climbing on any structure is always prohibited** and erection must proceed on the basis that access is achieved with temporary boarding that has a minimum width of 0.5m with ladder access, and the installation of handrails as soon as is reasonably practicable.

- All scaffolds erected, altered, and dismantled shall be done according to the legal standards. Only 3rd party trained, skilled and experience workers shall erect, dismantle, or alter any scaffold under the supervision of the 3rd party trained, and skilled scaffold foreman who must inspect the scaffold before use and provide the proper inspection tag. All scaffolds shall be erected on firm and level surfaces of sufficient area.
- Any scaffold structure which is 2 meters or higher must be braced or secured to prevent movement in any direction. All scaffold platforms must be provided with toe boards and guard rails on all sides. Scaffolds must be erected as near to the structure as is reasonably practicable.

Safety harness must be worn and used by all persons erecting scaffolding. All scaffold platforms must be provided with safe and convenient access. For platforms up to 5 meters above the ground, vertical ladders must be used provided they are secured to the scaffold structure and protrude at least 1 meter above the platform.

- No mobile scaffold shall be moved when there are workers or materials on top. Ensure outriggers are fully extended and wheels are locked when in use. If, at any time, a scaffold is found to be unsafe for use, the green tag must be removed and work on the scaffold is to cease immediately. A red tag indicating that it is not safe to use shall be attached.

Mobile Elevated Work Platform (MEWP) - Whenever a mobile elevated work platform such as boom lift, scissor lift is required to carry out work at height, Event Contractors shall ensure that the equipment has valid third-party inspection certificate and operators or workers using MEWP are trained by third party. Safety harness shall be worn by the operatives during the operation and certificates provided to demonstrate that the fall arrest equipment being used has been load tested.

Special Effects, Fireworks, & Pyrotechnics

- The use of fireworks and pyrotechnic materials requires approval by Civil Defense. Contractors shall ensure that the required approval and certification shall be acquired and the copy of which shall be submitted to LIC HSE Department.
- The approved area where fireworks are displayed shall be restricted to authorized personnel only.
- Event Contractor using smoke machines, laser lights, beam lights and other special effects shall comply with safety standards with regards to installation, safe operation, and the possible risk and effect of the use of such to the health and safety of the participants and viewing public shall be considered.

Extreme Weather Condition/Wind Management

Organizers / Contractor shall monitor the weather condition and assess the suitability of the weather to their upcoming events to ensure safety of the operation as well as safety of the participants and members of the viewing public. Possible severe weather conditions shall be discussed in the risk

assessment. Contractors to prepare a heat stress management plan detailing how works are to be managed whilst working under hot/humid weather conditions. This plan is to be submitted to LIC HSE team for review and approval.

Decisions regarding the safe running of an event need to be taken well in advance of reaching the operational wind loading capacities of the stage itself, specifically the fact that other structures may have much lower tolerances. The wind reference chart below will help to clarify the relationship between various wind measurements, and it must be noted that, 12 meters per second, is a strong wind and site conditions may start to become hazardous at this speed. LIC wind management plan must therefore be adjusted to include this date.

Structures above 4m in height must have a means to monitor the wind at the location of the built structure. An anemometer must be installed as soon as is reasonably practicable and must be constantly monitored when conditions are likely to cause a hazard.

All Contractors building any structures outdoors must submit wind load calculations and a wind management plan for that structure to LIC.

- Hot weather – comply with local authority instruction and works to be managed in accordance with contractor’s approved heat stress management plan.
- Wind Speed – wind speeds shall be monitored to ensure certain identified activities that may pose a high-risk potential shall be stopped
- Rain – rain forecasts shall be considered and monitored to ensure risk reduction in case of flooding, structure collapse, electrocution, etc.
- Dust Storms – weather forecasts shall be monitored for the likelihood of dust storms. An emergency action plan shall be in place to remove all involved operatives to safe areas if the dust levels may expose them to health and safety risks.

Wind Reference Chart:

Beaufort Scale & Description		Average Speed at 10 meters above ground.		
0	Calm	Under 1 Knot	Less than 1 Mph	
1-3	Light Breeze	1 to 10 Knots	0.7 to 12.2 Mph	0.3 to 5.4 m/s
4	Moderate Breeze	11 to 15 Knots	12.3 to 17.8 Mph	5.5 to 7.9 m/s
5	Fresh Breeze	16 to 21 Knots	17.9 to 24.0 Mph	8.0 to 10.7 m/s
6	Strong Wind	22 to 27 Knots	24.1 to 31.0 Mph	10.8 to 13.8 m/s

7	Nr Gale Force	28 to 33 Knots	31.1 to 38.3 Mph	13.9 to 17.1 m/s
8	Gale Force	34 to 40 Knots	38.4 to 46.4 Mph	17.2 to 20.7 m/s
9	Strong Gale Force	41 to 47 Knots	46.6 to 54.7 Mph	20.8 to 24.4 m/s
10	Storm Force	48 to 55 Knots	54.8 to 63.6 Mph	24.5 to 28.4 m/s

LIC HSE' position regarding temporary structures is that they should be designed to withstand a wind-loading factor of 22 meters per second (approximately 79kmh). Structures may be designed for lower wind speeds when fully sheeted if this is made clear to LIC FA and their contractor's site management team.

Inflatable structures must be managed on an individual basis and where the manufacturer's instructions state that they should not be used at a specified level of wind speed, this must be communicated to those delivering the event.

The following procedures consider all the event production elements rather than just the structure itself.

During the construction phase, scaffold towers, high truss or elevated platforms, use of access equipment or roof climbing must cease if gusting becomes continuous above 12 meters per second (43KMH). (Based on industry standard, access equipment manufactures recommended maximum operational wind speed)

Wind Management Chart:

m/s	Monitoring Interval	Action Level	Action
Below 5	8 hourly	0	Regular Weather Forecast Review.
5.5 – 9	Hourly	0	Regular on Site Assessment
9 – 11	30 mins	1	<p>Prepare to halt erection operations until safe working conditions have resumed. (No crane / boom lift work)</p> <p>Any temporary and lightweight equipment such as parasols and flags shall be dropped or packed away</p>

11.1 - 18	15 mins	2	Stop any work at height, except emergency only which must be individually assessed for critical nature of op
18 and over	Constant	3	Show Stop procedure to be implemented. No work permitted, seek safe location to wait

At Action Level 1: When monitoring registers, a wind speed gust more than first identified speed, in conjunction with an increasing general trend of recorded high wind speeds, then all staff involved with the installation/erection of the structure(s) should be put on alert that action may be required to delay the erection process until safe working conditions have returned. This process should be adopted into the overall site wind management plan.

At Action Level 2: It is recommended as safe practice for a site safety meeting to be convened to assess the overall site conditions when wind speeds are at or near second identified speed) in conjunction with an increasing general trend of recorded high wind speeds. (This can be varied subject to onsite risk assessment.) This should be adopted into the overall event safety plan and preparations should be made regarding show stop procedure and full or partial evacuation of the site should wind speeds increase making venue conditions unsafe.

At Action level 3: When monitoring registers, a gust wind of over third identified level in conjunction with an increasing general trend of high recorded wind speeds, and determined by risk assessment, then show stop should be implemented, any stages evacuated, and a safe perimeter imposed around the structure(s). The structure must immediately become a hard hat area for essential personnel only. A safety meeting will identify subsequent action such as the lowering of production.

Reporting – Accident, Incident & Near misses

All adverse events must be reported to the HSE Team who will be located on site and can usually be contacted via the event radio system. All injuries because of an accident must be reported to the HSE Team as soon as medical attention has been requested.

In the event of an incident all Contractors and suppliers are required to take part in any investigation and support in the Incident Investigation. Failure to comply with this requirement may result in fines being levied against the company.

All Contractors and Exhibitors must notify all accidents, dangerous incidents and occurrences immediately. During office hours or out of hours Report must be made directly to the nearest security team member immediately. Failure to report an incident that is later attributed to a company will result in sanctions being imposed on the Contractor.

Incidents and the results of incident inspections are reported through the Intelex system and thereby made known to the Supreme Committee HSE department.

Plant & Machinery

Where significant use of fork-lift trucks and other plant or machinery is to be used, the Contractor must create a safe working area. This is not just about getting the trucks to site in the right order, but ensuring their unloading is planned and managed to ensure safety. The following shall be considered :

- Plant movement, loading and unloading trucks and moving equipment to stage.
- Pedestrian access
- Truck movement and unloading area
- Safe working areas for staff
- Stillage lay-down area
- Equipment access route(s) to build location.
- Proof competency to drive plant/equipment.

All plant and machinery must only access site via the designated access gates. On arrival with any vehicle with lifting equipment the driver should ensure that they have a copy of:

- Inspection document for the vehicle (6 or 12 months)
- Inspection documents for any lifting accessories (6 months)
- Qatar Vehicle registration card
- Qatar Driving License

An operator for any lifting equipment must be in possession of a third-party proof of competence card, specific to the type of machine being operated. All machinery must be inspected prior to gaining access to ensure that the vehicle is in good working order and fit for purpose by any of the following staff:

- Contractor safety representative
- Work area responsible supervisor/manager

Any vehicles found with faults or lack of documentation will not be allowed on to the site. LIC does not take any responsibility for the replacement of machines or operators.

- The results of plant and machinery inspections are recorded using the HSE inspection form - LIC-HSE-FORM -0007.

Vehicles shall not be overloaded, and the load is to be evenly distributed, secured and should not project beyond the sides and rear of the vehicle.

Where a long load must project over the rear of a vehicle, that load shall be marked in a manner clearly identifiable to following vehicles and pedestrians.

Where the vehicle is being loaded by mechanical means the driver shall leave the vehicle and take up a safe position unless he is in a protected cab.

During unloading, ropes and other load fixing devices shall be removed with care to ensure that the load does not slip and cause injury to persons or damage to the load.

Drug & Alcohol

Substance and alcohol consumption is strictly forbidden in Lusail International Circuit. Any staff entering site in an intoxicated condition will be removed from site.

Manual handling

Manual Handling Operations' means any transporting or supporting of a load (including the lifting, putting down, pushing, pulling, carrying or moving) by hand or bodily force.

Where via risk assessment it has been identified that a significant manual handling risk is present, a more detailed and specific manual handling risk assessment will be carried out to avoid the operation or reduce the risk of injury to the lowest level reasonably practicable.

Consideration will be given to those who:

- Are known to have a history of back, knee, or hip trouble, hernia or other health problems which may affect their manual handling capacity.
- Have previously had a manual handling injury.
- Are, or have recently been, pregnant.
- A young person

Underground Services

The event sites contain underground water, electrical and telephone supplies at varying depths. Maximum excavation of 1.2m depths are enforced and must be strictly adhered to along with permission from the contractor's HSE Team. Written permission must be gained from the applicable FA prior to any ground penetration occurring.

Working at height

When planning for work at height, consideration should be given as to the nature of the work that will be undertaken. The first choice will be any existing structure which allows safe access and provides a safe working place. Where it is not possible to work safely from the existing structure, an alternative working platform or method will be required. These could be in the form of :

- Fully guarded and boarded tube and fitting / system scaffolds
- Mobile Elevating Work Platform (MEWP)
- Rope access technique
- Safety harness

When using Tower scaffolds, they must be constructed in accordance with manufacturer's instructions by competent persons. Contractors must supply a safe system of work. All lifts must be fully boarded and edge protection correctly installed.

The Contractor is responsible to ensure that:

- Work at height is not carried out where it is reasonably practicable to carry out the work safely by other means.
- Work at height activities is planned and organized in accordance with the regulations and subject to risk assessment.
- Where Work at Height activities can't be avoided then suitable and sufficient measures are introduced, so far as is reasonably practicable, to prevent a person from falling.
- All work at height activities is supervised and carried out by competent persons.

Additionally, in relation to work equipment utilized in work at height activities they shall ensure:

- That work equipment is suitable and sufficient for the task and fit for purpose.
- That all work equipment is used only by trained and competent individuals.
- All mechanically propelled work equipment shall be moved with the assistance of a trained banksman.
- Regular 'Thorough Examinations' of equipment and accessories are carried out by a competent person in line with current legislative requirements.

Ladders & Step Ladders

The selection of ladders and step ladders MUST only be considered where a risk assessment has identified that it is not reasonable to use other equipment that PREVENTS falls, preference therefore must be given to the use of mobile towers or Mobile Elevating Work Platforms (MEWP's).

This statement does not therefore rule out the use of ladders as a blanket policy. Lone working whilst using ladders should where possible BE AVOIDED.

General Rules for working from a ladder include:

- Short duration, 15-30 minutes in one position.
- Light work, no strenuous tasks involving carrying or supporting heavy materials.
- Three points of contact maintained.
- Person and equipment combined do not overload highest stated load.
- No overreaching, both feet on same rung.

Leaning ladders must only be used on firm level ground and must form an angle of approximately 75° to the horizontal, i.e. 1m out for each 4m of height. Such an angle minimizes the potential for base slippage when in use. This angle is indicated on Class 1 ladders by a line or arrow on one stile, when this mark is vertical the ladder is at the correct angle.

Control Of Substances Hazardous to Health

No person engaged to provide services in connection to the delivery of the Event may carry out any activity likely to expose them or any other person to hazardous substances until a suitable and sufficient 'Control of Substances Hazardous to Health' (COSHH) risk assessment has been completed. Safety Data Sheets (SDS) will be obtained for all substances identified in the risk assessment and appended to that document.

Contractors are responsible for undertaking the necessary risk assessments and these forms must be available to those undertaking the work. The forms should be placed in the Event Safety File or the event management plan as appropriate and be available for review at any time during their use. All relevant information will be brought to the attention of those engaged to deliver the event including volunteers who may be exposed to the hazard. Information, training, instruction and supervision as identified within the risk assessment shall be made available to the relevant person(s) along with any Personnel Protective Equipment (PPE) required.

Smoking

Contractors and Exhibitors must ensure that all staff strictly observe no-smoking restrictions in defined areas whilst working on site.

Smoking is not allowed in any Marquees, Grandstands or any buildings at any time.

Designated smoking areas are established and signed accordingly.

Others

- Other event programs or activities that are not mentioned in this guideline shall be included and discussed in the Risk Assessment to ensure proper mitigation process is in place to reduce occupational health and safety risk and avoid environmental impact.