

PERSONAL PROTECTIVE EQUIPMENT POLICY

Overseas Marine Logistics L. L.C., in recognition of Health, Safety and Environment concerns, is committed to providing and maintaining a safe and healthy working environment for all its employees, visitors and contractors.

In line with this commitment the company has adopted a **PPE Policy** in all the premises under the management of the Company. Objective of this policy is to ensure all employees are aware of hazards whilst at work either in an office environment or out in the field and the need for Personal Protective Equipment (PPE), in order to achieve a healthier and pleasant work place, safeguard employees, visitors and contractors.

Personal Protective Equipment (PPE) refers to the equipment or clothing worn by workers to reduce their exposure to hazards. Employers have a general duty of care obligation to ensure the health, safety and welfare of their employees and also visitors to the workplace.

PPE include:

- Eye protection (goggles, safety glasses, sun glasses)** – Appropriate eye protection must be worn by all personnel engaged in or working close to any activity which may cause eye damage e.g. Abrasive blasting, power operated high speed cutting machines, use of compressed air tools, use of chemicals, acids or other corrosive substances. Ensure that the eye protection provided is suitable for the task performed;
- Hearing protection (ear plugs, ear muffs)** - Appropriate hearing protection in the form of earplugs, or earmuffs must be worn when there is a risk of damage to hearing. This includes running of compressors or welding; Failure to take precautions against excessive noise will result in part or permanent hearing loss;
- Respiratory protection (respirators, face masks)** - Respiratory protection should be used when dealing with toxic chemicals, paints, thinners or if entering a confined space. Many hazards are associated with entry and work in confined spaces; some of these include: Unsafe oxygen levels, contaminated atmospheres e.g.: toxic flammable atmospheres, H2S. Some hazards may exacerbate the risk such as welding, spray painting or abrasive blasting;
- Foot protection (safety boots, enclosed footwear)** - All staff are required to wear enclosed footwear; steel toe capped boots are to be worn in all working areas like onboard vessel, offshore, Jetty, Working Site and/ or around any heavy equipment and or vehicles. Personnel are not to enter any such areas unless they have the correct footwear as indicated;
- Head protection (hard hats)** - If staff are entering an area where there is risk of head injury, they are required to wear hard hats e.g. overhead crane operation area, etc...
- Body protection (aprons, safety harnesses, high visibility vests, long sleeved shirts, long pants and gloves).** Whilst carrying out work in the open and subject to the effects of ultraviolet radiation employees will be encouraged to wear long sleeved shirts, long trousers, hats, and sunscreen and eye protection. Protective clothing and high visible vests should be worn when using heavy or dangerous equipment.
- Lifejacket (Also known as a personal flotation device)** - All staff working at closed proximity of water, going/leaving or on board a watercraft should wear a life jack. It should be carried on board, If stored, these life jackets must be readily available (easy to get to), and the crew / passengers must know the location of life jackets. A life jacket will help protect a person against **hypothermia**, an important threat when a rescue might be slow in coming. The jacket will help keep a person's head above water, so it stays dry, and it will help hold in body heat.

Equipment register

The HSE Team will record all PPE type and quantity issued to staff in the PPE issue register.

➤ Maintenance

Staff issued with PPE is responsible for the following:

- ❖ All PPE is to be used, maintained and stored appropriately, employees are expected to actively assist management in this area;
- ❖ Staff are encouraged to regularly arrange for the maintenance or laundering of PPE in their possession as required.

➤ Replacement

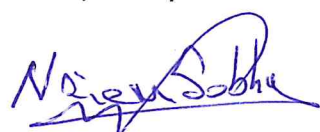
Staffs are to regularly inspect their PPE and request for replacements through their supervisor as required:

- ❖ Due to normal wear and tear;
- ❖ Should any specific damage occur which compromises the effectiveness of the clothing or equipment (e.g. contamination)
- ❖ If item is lost; or
- ❖ Where an item has a specific use-by-date, it should be replaced prior to that date.

The staff member is to notify their immediate supervisor or HSE Team in writing (email) or in person of their requirements for replacement as noted above. If an item is damaged, the item requiring replacement should be presented to their supervisor.

➤ Obligation

As a worker, you must co-operate with the workplace Health and Safety requirements. The need for PPE for any particular task is ascertained by the HSE Team after completing Hazard identification, Risk Assessment and Control Process. If your immediate supervisor or HSE Team rules that PPE is to be worn, then you must wear it, Top Management need to lead by example for employees to follow.



Naeim Abdel Aziz
Chief Executive Officer

Safety is Everyone's responsibility!!!