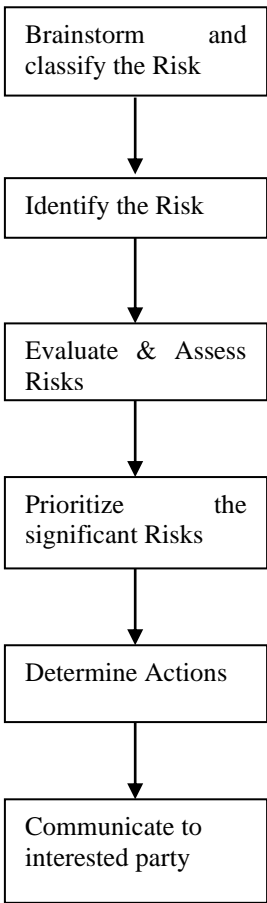
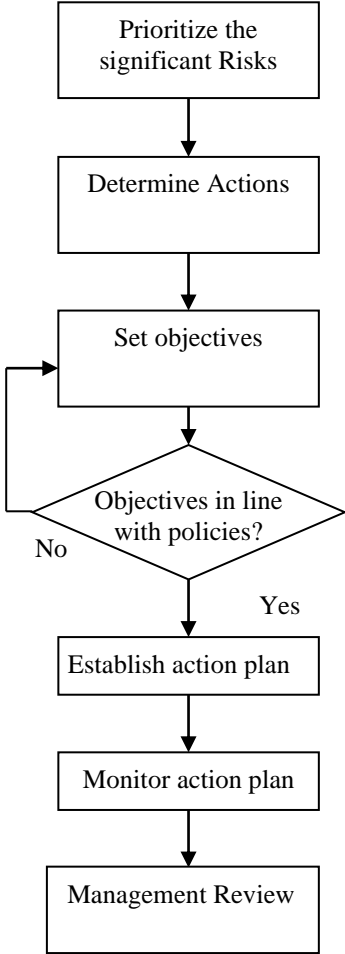


RISK ASSESSMENT & ESTABLISHED OBJECTIVES PROCEDURE

FLOW	DETAILS	RESPONSIBILITY
<p>A. <u>Identify & Prioritize Risk</u></p>  <pre> graph TD A[Brainstorm and classify the Risk] --> B[Identify the Risk] B --> C[Evaluate & Assess Risks] C --> D[Prioritize the significant Risks] D --> E[Determine Actions] E --> F[Communicate to interested party] </pre>	<p>MR/ Steering committee/ heads of departments are responsible to brainstorm and classify the risk via their working activities and its surrounding. MR / Steering Committee/ heads of departments shall invite non manager workers / worker representative for establish or review and updates the Risk Assessment (UP-F66) whenever;</p> <ul style="list-style-type: none"> before new job allocated there is a new / change in the Management / procedure before & after new / change of operations / location/ equipment there is new knowledge / information based on incidents or other sources before & after the corrective actions being implemented. Complete & achieved of objectives and their management programme. there is a new or changed legal, customer or other requirements. Interested parties requested <p>MR / Steering committee/ heads of departments shall identify the risk whenever applicable through</p> <ul style="list-style-type: none"> proper measuring method such as noise and air exposure to worker safety & health etc change of management applicable legal and other requirements. relevant to company IMS policy new / change of operations / location/ equipment Interested parties' requirements technological availability, financial and operational requirements views of employees <p>The MR / Steering Committee/ heads of departments shall assess each activity against</p> <ul style="list-style-type: none"> existing / potential risks / legal & other requirements, different situations, routine/ normal / regular, non-routine/ abnormal / irregular and emergency <p>consideration of positive and negative impacts / risks and product life cycle as per Risk Assessment.</p>	<p>MR/ Steering Committee/ Heads of departments/ non manager workers / worker representatives</p> <p>MR / Steering Committee/ Heads of departments / non manager workers / worker representatives</p> <p>MR / Steering Committee/ Heads of departments</p>

FLOW	DETAILS	RESPONSIBILITY
	<p>Remark: No rating required if under positive impacts to environment / safety & health</p> <p>Risk is categorized by their potential to cause harm to human or to the environment based on the Guidelines for evaluation. Allocation of resources gives priority to risks that are significant.</p> <p>Should there is any significant risk (moderate and high risk), MR / Steering Committee/ heads of departments shall control / reduce the risks by considering the following hierarchy:</p> <ul style="list-style-type: none"> • Elimination • Substitution • Engineering control • Signage / warning / awareness / briefing • Personal protective equipment (applicable to Safety & health only) <p>For good impact / opportunities, further action is required depending on management / Director for enhancement.</p> <p>The record of review shall record in Risk Assessment (UP-F66) with justification</p> <p>MR / HODs shall communicate the significant risk with related vendor and staffs, in order to eliminate or reduce such risk</p> <p>MD shall decide whether to communicate externally about its significant risks during HOD meeting or management review. If the decision is to communicate, top management</p>	<p>MR/ Steering Committee/ Heads of Departments</p> <p>Management/ Director</p> <p>MR / HODs</p> <p>MD</p>

FLOW	DETAILS	RESPONSIBILITY
<p><u>B. Establishing and Monitoring Objectives & Action Plan</u></p>  <pre> graph TD A[Prioritize the significant Risks] --> B[Determine Actions] B --> C[Set objectives] C --> D{Objectives in line with policies?} D -- No --> C D -- Yes --> E[Establish action plan] E --> F[Monitor action plan] F --> G[Management Review] </pre>	<p>shall identify and communicate to interested parties through meeting, email or other suitable methods.</p> <p>Steering committee/ HODs shall prioritize the significant risks (moderate & high risks) based on the Risk Assessment (UP – F66)</p> <p>Steering Committee / invited professional / technical person shall propose the objectives taking into consideration of the following:</p> <ul style="list-style-type: none"> • HSE performance • Past violation to legal and other requirements • Significant risk • View of interested parties and consistencies with the company policies including the commitment for pollution prevention, incident prevention and continual improvement. <p>Objectives set shall be in line with the company policies.</p> <p>Upon approval from Top Management, MR and Steering Committee shall establish the action plan in HSE Objective & Target (UP-F67).</p> <p>MR/ Steering Committee/ HODs shall monitor the action plan and report to top management or related directors and give the copy to objective and target initiative team. The progress is also communicated to all employees / person who work on behalf via notice board or other similar means.</p> <p>During Management Review, the management shall review the action plan performance with regard to achieving the objectives. This information shall be used as input to setting new objectives and action plan in HSE Objective & Target (UP-F67).</p>	<p>Steering Committee/ HODs</p> <p>Steering Committee, Invited Professional, Technical Person</p> <p>Top Management, MR, Steering Committee</p> <p>MR/ Steering Committee / HODs</p> <p>IMS Steering Committee</p>