

PETRONAS TECHNICAL STANDARDS

HEALTH, SAFETY AND ENVIRONMENT

STANDARD

LAND TRANSPORTATION SAFETY GUIDING PRINCIPLES, MINIMUM STANDARDS AND KEY PERFORMANCE INDICATORS

PTS 60.2401

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This revision of PTS **60.2401 – Land Transportation Safety Guiding Principles, Minimum Standards and Key Performance Indicators (September 2010, Revision 1.)** has been updated to incorporate PETRONAS Lessons Learnt, Best Practice and new information issued by relevant industry code and standards. All updates in the document are highlighted in *italic* font.

The previous version of this PTS **60.2401 (June 2006)** will be removed from PTS binder / e-repository from herein onwards.

The custodian of this PTS is: Manager - HSE MS, Standards & Regulations, GHSED. Please direct any questions regarding this PTS to the above-mentioned.

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PREFACE

PETRONAS Technical Standards (PTS) publications reflect the views, at the time of publication, of PETRONAS OPU/Divisions.

They are based on the experience acquired during the involvement with the design, construction, operation and maintenance of processing units and facilities. Where appropriate they are based on, or reference is made to, national and international standards and codes of practice.

The objective is to set the recommended standard for good technical practice to be applied by PETRONAS' OPU in oil and gas production facilities, refineries, gas processing plants, chemical plants, marketing facilities or any other such facility, and thereby to achieve maximum technical and economic benefit from standardization.

The information set forth in these publications is provided to users for their consideration and decision to implement. This is of particular importance where PTS may not cover every requirement or diversity of condition at each locality. The system of PTS is expected to be sufficiently flexible to allow individual operating units to adapt the information set forth in PTS to their own environment and requirements.

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Acknowledgement

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1.0 INTRODUCTION

1.1 Scope

This PTS regarding Land Transportation Safety has been written to provide the guidance and tools necessary to develop and operate a system for managing and controlling land transportation operations with respect to business, operational, and HSE matters in PETRONAS HCU/OPUs at the corporate and business activity levels, following and aligning with the principles described in the PETRONAS Health, Safety, and Environmental Management Systems Manual (HSE MS Manual, **PTS 60.0101**).

This PTS provides:-

- i. A reference of first resort for line managers and senior staff needing guidance in the essential Land Transportation Safety requirements of any area of PETRONAS operations.
- ii. A route map and linkage to more detailed references and cross-references with guidance on their application.

This PTS specifies requirement and give recommendation on Group Guiding Principles, Minimum Standards and KPIs on land transportation safety. It was developed to provide The Principal with specific requirements and guidance on approach towards management of land transport operations in PETRONAS. The document provides framework for continuous improvement in road safety performance and will form an essential part of a company's overall HSE Management System.

For the purpose of land transportation safety minimum standards as contained in this section, the scope of coverage is as follows:-

- i. Transportation of PETRONAS' products using heavy vehicles e.g. bulk tanker, prime mover, trailer and flat bed where PETRONAS has direct control on the transporters
- ii. Business-related travels using company vehicles e.g. company car, bus, pickup
- iii. All company light vehicles that are required to travel on public roads.

Excluded from the scope of the minimum standards are:-

- i. Business-related travels using own/public transports
- ii. Specialized heavy vehicles used for transportation of heavy equipment/vessels during project/construction stage.
- iii. All company light vehicles that are required to travel exclusively within company sites.

1.2 Distribution, Intended Use and Regulatory Considerations

Unless otherwise authorized by PETRONAS, the distribution of this PTS is confined to companies forming part of PETRONAS or managed by a Group company, and to Contractor and Manufacturers / Suppliers nominated by them.

This PTS is intended to provide information and practical guidance for the Principal or Contractor in fulfilling their general responsibility to ensure the HSE of their employees and the general public. The PTS aims to provide information on the management of HSE at work, in particular aspect of driver management, vehicle management and journey and risk management. These aspects of management are of the utmost imperative to ensure that Principal or Contractor, workers, drivers and vehicles are always in safe and roadworthy condition, as well as to prevent accidents, both in the workplace and on the road.

If national and / or local regulation in which some of the requirements may be more stringent than in this PTS, the Contractor shall determine by careful scrutiny which of these requirements are the more stringent and which combination of requirements will be acceptable as regards safety, environmental, economic and legal aspects.

In all cases the Contractor shall inform the Principal of any deviation from the requirements of this PTS which is considered to be necessary in order to comply with national and / or local regulations. The Principal may then negotiate with the Authorities concerned, the objective being obtain agreement to follow this PTS as closely as possible.

1.3 Definitions

1.3.1 General definitions

The **Principal** is the Holding Company Unit / PETRONAS Operating Unit which are responsible on the land transport implementation. The Principal will generally specify the technical requirements. The Principal may also include an agent or consultant, authorized to act for, and on behalf of, the Principal.

The **Contractor** is the party which carries out all or part of the land transport implementation. The Principal may sometimes undertake all or part of the duties of the Contractor.

The word **shall** indicate a requirement.

The word **should** indicate a recommendation.

1.3.2 Specific Definition

Approved Medical Examiner (AME)

Registered medical practitioners approved by PETRONAS to carry out health assessment for Fitness to Work for the Principal or Contractor's employees.

Company Vehicle

Vehicles owned by The Principal.

Heavy vehicles

Vehicles with gross weight of more than 3.5 tonnes

HCU/OPU

Holding Company Unit / PETRONAS Operating Unit

HSE

Health, Safety and Environment