

**MINUTES OF MEETING OF DOCK SAFETY COMMITTEE HELD ON 31.03.2022 AT  
15.30 HRS. IN THE BOARD ROOM, A.O. BUILDING, GANDHIDHAM.**

Sr. No.	Issues raised	Action	Action By
01	Illumination Level	<p><b>14 berth high mast towers:</b></p> <p>M/s. Vishal Electricals, Gazidabad has been commenced work. The above berth is under finalisation to operate on PPP mode. There is no provision to charge the above new installations. Hence, the above towers were relocated.</p> <p><b>34 &amp; 5 hector high mast towers:</b></p> <p>5 hector high mast work is going to be complete with the 14 berth High mast towers. Accordingly, the estimate &amp; DTP of High mast towers of 34 &amp; 5 Hector (bundar basin area) is under midifing stage duly discarding 5 hector part. The same will send to finance in a week period.</p> <p><b>Procurement of 1500 Led fittings:</b></p> <p>Material received on 24/03/22. Fitting of LED lights also started.</p> <p><b>16 berth High mast towers:</b></p> <p>Pre-bid queries are under circulation for signature of committee members.</p> <p>Dy. Commandant CISF told that level of illumination is low at outside roads of port. He suggested that, CISF team is ready to take an inspection round along with electrical team during night hours for improvement in illumination. Dy. Chairman instructed to SE (E ) to review and rectify the issue of illumination on outside road (Road lights) from west gate-1 to west gate-2 and further to berth no.13 gate on top priority.</p>	Electrical
02	Roads, drainages and other welfare facilities	<p><b>Outside Road from West Gate-2 to West Gate-3:</b> RCC road work completed</p> <p><b>40 hectare Road:</b> Preparation of Tender is under progress.</p> <p><b>Drainage:</b> It is communicated by civil department that regular cleaning is being carried out of all drainage inside the port. New culverts prepared at strategic locations to avoid water logging. Outside drainage preparation work is under progress. Dy. Chairman instructed to Dy. CE that Drainage alongside of outside roads of port is to be connected with main drainage so that issue of water logging and further</p>	Civil & GAD

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		<p>damages to roads can be minimized.</p> <p><b>Welfare facilities:</b>  The work of providing labour amenities center has been awarded. And the work started on 08/02/2022. Also new 10 nos. of toilet block with drinking water facilities has been constructed and will be put in use from 01/03/2022. After due formalities of completion of work.  Construction Work for toilet complex to be maintained by Sulabh and canteen are under progress at oil jetty and will be completed by 15/04/2022.</p> <ul style="list-style-type: none"> <li>• <b>Every Friday the labour officer along with concerned officers must visit all the places inside port for checking effectiveness of Welfare facilities.</b></li> <li>• <b>The issues of drinking water inside port should be rectified immediately.</b></li> <li>• <b>Separate inspection with checklist must be conducted for checking quality of drinking water and quality of work being performed by AMC contractor associated with the same. The report of all above activities shall be submitted to Dy. Chairman also regularly.</b></li> <li>• <b>Dy. Chairman also instructed to Dy. CE for exploring the possibilities of the Sulabh services at dry cargo jetty area.</b></li> </ul> <p>Inspection of all the labor welfare facility at cargo jetty, oil jetty, canteens, RO plants, AO Building etc. are carried out by labor welfare section and reports of the same have be sent to concerned department for the necessary action.  Further action taken report is submitted by harbor division, Civil Dept.</p> <p>Drinking water facilities are regularly monitored. And quality of water is regularly maintained inside port area. Also the checklist for quality of RO water at RO plant location is maintained.</p> <p>The offer work called from the sulabh agencies and have submitted their offer to maintain cleanliness and sanitization work of the toilet blocks and rest shelter inside the port area. Accordingly, the proposal has been submitted for in principle approval of competent authority.  Dy. Chairman instructed to Dy. CE for preparation of comparative chart of past &amp; present welfare facilities like toilet blocks, drinking water points, canteen etc. on map of DPA.  It was also discussed that there is no adequate drainage facility at old kandla and further review is required to connect existing drainage with main drainage system to avoid water logging.  Union representatives have informed that the availability of drinking water facilities needs to be reviewed at jetty area to ensure all time availability of drinking water.  Dy. Chairman instructed to Dy. CE to ensure round the clock supply of drinking water as per requirement of workers without fail.</p>	

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03	Coal Dust Control	<p><b>Following effective measures have been taken up by Civil. Engg. Deptt. are as follow:</b> The work for installation of dust protection screen is under progress.</p> <p><b>Following effective measures have been taken up by Mech. Engg. Deptt. are as follow:</b></p> <ol style="list-style-type: none"> <li>a) 2 nos. of Truck mounted Mist Cannon procured and taken in operation.</li> <li>b) 2 nos. of Truck mounted road sweepers procured and taken in operation.</li> <li>c) Price bid opened for the tender of dust suppression sprinkling system at newly appointed coal yard at 34-Ha yard. File under approval stage. Work order based on L1 will be allotted once file will be approved.</li> </ol> <p>Dy. Chairman instructed to monitor the SPM (suspended particulate matter) at the dust prone area for checking effectiveness of the mist cannon system. Environment cell should conduct this activity and shall prepare &amp; submit the report of the same.</p>	Civil & Mechanical
04	Structure Stability Test	<p>The alternate arrangement for allocation P&amp;C building staff in vacant room of shramdeep bhavan and nirman building is under progress. The work is being carried out by AMC work. Also the building which was previously allocated to Jaisu Shipping near seva sadan 3 is taken over by DPA and is to be renovated for allocating remaining staff of P&amp;C building.</p> <p>Structural stability test for the remaining structures that is storage shed and non-residential buildings inside cargo jetty area is proposed to be carried out by way of quotation and same is in principle approved by competent authority and sent for finance concurrence and approval.</p> <p>Dy. Chairman instructed to Dy. CE to expedite the issue on priority.</p>	Civil
05	Safety Training	<ol style="list-style-type: none"> <li>1) Training Center for safety and productivity re-engineering has been started from 24/11/2021 and till date <b>3491</b> personnel covered in training program.</li> <li>2) <b>63,242</b> drivers &amp; cleaners have been sensitized so far in the container based training centre at west gate-1.</li> </ol> <p>Dy. Chairman instructed to expedite the creation of facility for installation of the simulators after procurement for the truck drivers, crane operators etc. at training centre for safety and productivity re-engineering.</p> <p>The online meeting conducted with simulator manufacture. During the meeting various relevant simulator products were reviewed. Further preparation for procurement of the same is under progress.</p> <p>Further infrastructure for installation of simulators needs to be developed at port. Safety officer suggested to develop the separate facility for safety training and simulators installation. Dy. Chairman instructed to expedite the issue and take necessary action for the same.</p>	Traffic
06	Medical Examination of workers	<p>Medical facilities started as per below:</p> <ol style="list-style-type: none"> <li>1) Medical examination centre started at DPT kandla hospital and more than <b>2684</b> personnel medically examined in last 1 month.</li> <li>2) 3 first aid center started and operated 24 X 7.</li> <li>3) 30 nos. of first aid boxes installed at various locations of port.</li> </ol>	Traffic, Medical & Finance

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		<p>On every Wednesday "Dhanvantari Arogya Rath" moves at various locations of port &amp; special medical check-up done for workers. Till date total <b>2716-OPD</b> and <b>302-LAB TESTING</b> being conducted during this special medical campaign.</p> <p>It was discussed during the meeting that charges for the medical examination of the workers is seems higher and the same needs to be reviewed.</p> <p>Dy. Chairman instructed to FA&amp;CAO and Traffic Manager for checking the feasibility of collecting charges for the medical examination of workers as per tonnage basis of cargo from stevedores/CHA as was done in the case of training centre for safety and productivity re-engineering.</p> <p>A note has been initiated on the subject and forwarded to FA&amp;CAO as directed by the Dy. Chairman. Intern they asked to furnish the minutes of dock safety committee held on 31/12/2021 and accordingly the minutes is furnished to FA&amp;CAO.</p> <p>FA &amp; CAO suggested that the charges collected for the training centre for safety and productivity reengineering can be reviewed and balance amount can be utilized for the payment of the charges against the medical examination of the workers.</p> <p>Dy. Chairman instructed to FA&amp;CAO and Traffic Manager for review and expedite the matter on priority.</p>	
07	<p><b>Life Saving equipment &amp; pipelines serving water to fire hydrants</b></p>	<p>The work has been completed in consultation with FCSO. Firefighting line is in operational condition. (Comments of Civil Department)</p> <p>Dy. Chairman instructed to CME department for expedite the tender of OISD 156 compliance for firefighting system on top priority. Also existing firefighting system shall be maintained in operable condition to mitigate the emergency.</p> <p>Task-1 Revamping and Upgradation of firefighting system and associated facilities at oil jetty area Supply, installation, testing and commissioning of water pump set/water pumping system including AMC for a period of 5 years thereof at oil jetty area of DPA – 37.018 crores with credit items of 3.24 crores. Current Status: Tender technical evaluation is under progress. (Comments of CME department)</p> <p>Task-2 Revamping and Upgradation of firefighting system and associated facilities at oil jetty area Supply, installation, testing and commissioning of firefighting system and associated facilities along with pipelines, civil structural, instrumentation, electrical and allied works including AMC for the period of 5 years thereof at oil jetty area, DPA Rs. 49.54 crores/- Current Status: Online tender is scheduled to be opened on 06/04/2022.</p> <p>Add. Asst. Director Dock Safety told that there is a leakage in the fire water curtain line at oil jetty 2 &amp; 3 which needs to be attended on priority. Dy. Chairman instructed to CME department for attending</p>	<p><b><u>Civil &amp; Mechanical</u></b></p>

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		<p>the leakage on priority.</p> <p>Representative of port users has suggested to install common fire water pipeline from oil jetty towards K. K. Road so that in case of emergency that line can be used for firefighting purpose.</p> <p>Dy. Chairman instructed to Dy. CE for checking the feasibility of installation of common fire water line and taking further necessary action for the same.</p>	
08	<b>Accidents</b>	<p>It was discussed during the meeting that, to implement the safety aspects effectively, regular monitoring of the day to day operational and maintenance activities is required.</p> <p>Safety officer stated that safety is responsibility of all line managers who are executing day to day activities. Further as a third party check safety team is taking rounds of port area and takes the necessary actions accordingly. Also to strengthen safety division, Tender on e-GEM invited for engagement of 39 nos. of Traffic Warden and 05 nos. of Safety Supervisors. Total 66 bidders in traffic warden's bid and 40 bidders in safety supervisor's bid have participated. Currently technical evaluation is under progress for the same.</p> <p>Dy. Chairman directed to safety officer for the expedite the issue on priority.</p> <p>Work order issued for engagement of 5 nos. of supervisor and 39 traffic wardens on contract basis. Work will be started from April 2022.</p> <p>Man power supplier has visited the port and work is started for engagement of traffic wardens.</p> <p>Man power supplier for safety supervisor has arranged the interviews for the selection of the safety supervisor and engage the man power accordingly within a month time.</p>	<b>Traffic</b>
09	<b>Sign Boards for Visual Awareness</b>	<p>Installation of sign boards as advised by safety officer in 66 hectares is in progress. Safety signed board installation at 66 hectares are is under progress.</p> <p>Further safety officer has suggested to enlarge the existing circle of the west gate-2 to avoid any accidents. The current circle size is small and roads are broader which is creating confusion to drivers who comes from west gate-1 to west gate 3.</p> <p>Dy. CE has agreed with the matter and accordingly modification of the circle will be carried out on priority.</p>	<b>Civil &amp; Traffic</b>

**Other Points discussed during meeting:**

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1	<b>Accidents</b>	<p>It was deliberated that most of the road accidents will happen due to driving under the influence of alcohol. Hence, Dy. Chairman directed to procure sufficient numbers of breath analyser at departmental level and all such personnel like truck drivers, Labours, Equipment Operators, Tug/Launch operators, Khalasi, Lascar etc. to be checked at the entry and exit points or at their respective duty points.</p> <p>2 nos. of Breath analysers are available with marine department and being used as per the requirement.</p> <p>Dy. Chairman instructed to purchase few more breath analysers which can be used on random basis by Traffic and CISF personnel to check the workers who are working inside the dock.</p> <p>Work order issued for purchase of 2 nos. of breath analyser and material delivery is awaited.</p> <p>2 nos. of breath analysers procured.</p>	<b>Traffic &amp; CISF</b>
2	<b>Workman Compensation</b>	<p>The detailed discussion was carried out on the workman compensation matter. Personnel officer stated that consolidated list with details of FATAL incidents shall be submitted to labour welfare section and accordingly the matter will be taken up with concerned port users/departments.</p> <p>Dy. Chairman instructed to take up this issue on priority. It shall be cross checked that whether compensation is being paid by employer of worker or not.</p> <p>Safety officer has informed that government has introduced E-shram card service for workers of unorganized categories. This service can be availed without any charges for workers.</p> <p>Dy. Chairman instructed to all for checking the feasibility of linking e-Shram card with port entry pass of all unorganized category workers.</p> <p>Union representatives addressed that the port shall develop mechanism to ensure that all workers working inside the port are covered under workman compensation/insurance policy. This will help to next kin of victim who suffered from injury/ casualty in case of accident.</p> <p>Dy. Chairman instructed to traffic manger to check feasibility of linking of workman compensation/insurance with port authorization process.</p>	<p><b>GAD</b></p> <p><b>All Concerned Department</b></p> <p><b>Traffic Manager</b></p>
3	<b>Restriction of 2 Wheelers &amp; 3 Wheelers inside Port</b>	<p>Proposal for the 2 wheeler restriction and alternate arrangement of internal transportation by buses is prepared and submitted for approval.</p> <p>Dy. Chairman directed to run the internal buses for the six months' trial period. After the trial and feedback further permanent implementation of the Electrically operated intra buses to be carried out inside port.</p> <p>Representative of port users suggested that there is one electrical operated car is being used at the railway station of Gandhidham. He same can be used on trial basis</p>	<b>Traffic &amp; GAD</b>

	<p>in oil jetty premises.</p> <p>Dy. Chairman directed to Dy. CE to check the feasibility of the same and trial for few days can be taken by the same electrically operated car inside the oil jetty.</p> <p>Trial taken for e-vehicle operation at Oil jetty area. The vehicle/device shall be intrinsically safe/flame proof. The data for the same from vendor is awaited.</p> <p>It was informed by Sr. DTM that the size of trial e-vehicles is small and not feasible and safe to operate inside oil jetty.</p> <p>Dy. Chairman instructed to check the feasibility of 4 wheel drive vehicles from other suppliers for meeting the requirements.</p>	
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**Status Report of Safety Performance Template issued by MoPSW :**

Sr. No.	Action	Status	Action By
01	Report of Safety Performance issued by MoPSW	<ul style="list-style-type: none"> <li><b>Electrical Safety Audit - (Once in two years)</b> Approval is being obtained and work will start before 15/1/2022. Dy. Chairman directed to SE (E ) for conducting electrical safety audit on priority as it is long pending point. Not Conducted Yet Dy. Chairman instructed to SE (E ) for conducting the electrical safety on top most priority.</li> </ul>	Electrical
		<ul style="list-style-type: none"> <li><b>Navigational safety audit – (Once in two years)</b> Dy. Chairman directed to Deputy Conservator for expedite the said issue. Navigational Safety Audit Conducted on 12<sup>th</sup> &amp; 13<sup>th</sup> March 2022 through external agency (M/s IRS) and report is awaited.</li> <li><b>Monthly safety meeting by individual department:</b> Dy. Chairman directed to Traffic, Marine, Civil and CME department for conducting the monthly safety meeting at departmental level so that actions of the dock safety committee meetings can be monitored effectively. Also the monthly safety meeting will enhance the employees participation in promotion of the safety culture inside the port. Monthly safety meeting conducted by Marine department and report submitted. Separate report of inspection conducted by marine and fire team is shared with concerned department. ATR of the same will be reviewed and shared in the next meeting.</li> </ul>	Marine  Traffic, Marine, Civil, Mechanical, Electrical

**Review of External Safety Audit recommendations:**

Sr. No.	Action	Status	Action By
01	External Safety Audit	Work Order issued for augmentation of liquid cargo handling capacity by revamping of existing pipeline network at oil jetty area and work is under progress.	Civil

**Other points Discussed:**

Sr. No.	Action	Status	Action By
01	2 <sup>nd</sup> Entry-Exit gate of Oil jetty	Safety officer advised that currently there is only one entry-exit gate at oil jetty area. As per industrial practice and statutory requirement, there must be minimum 2 gates for entry-exist at strategical locations so that it can be used in case of emergency. Dy. Chairman instructed to Dy. CE for checking the feasibility for provision of separate 2nd entry-exit gate at oil jetty premises.	Civil
02	Wind Sock installation at oil jetty	Port users has informed that there is only one wind sock at fire station building. It is advised to install few more wind socks at oil jetty, cargo jetty and other area so that it can be helpful for safe evacuation in case of emergency.	Civil
03	PPEs Compliance	Dy. Chairman instructed to all HODs that port employees shall follow all safety rules and comply with personnel protective equipment (PPEs) without fail. All HODs shall take strict action if any violation observed.	Marine, Traffic, Civil & CME
04	Ladders at oil jetty	One of the union representative informed that ladders installed at oil jetty for climbing from sea-shore is not adequate. Dy. Chairman instructed Dy. CE to take necessary action for the same.	Civil

The meeting ended with a vote of thanks to the Chair.

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