**MINUTES & ACTION TAKEN REPORT OF THE DOCK SAFETY COMMITTEE MEETING HELD ON 30.03.2021 AT 16.00 HRS. IN THE BOARD ROOM, A.O. BUILDING, GANDHIDHAM**

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| **Sr.**  **No.** | **Issues raised** | **Action** |
| 01 | Illumination Level | CME (I/c) stated that a proposal is being sent for 16 nos. high mast towers, for 5 hector & miscellaneous locations of dock area.  **Pre-bid meeting for 16 nos. towers of berth 14 will be conducted on 14/6/2021.**  High mast towers in 34 ha.:  **EOI Stage.**  Automatic switch ON/OFF of all lightning towers:  **Work order issued.**  Procurement of 1500 led lights:  **EOI stage** |
| 02 | Roads, Warehouse, other infrastructure  And  Welfare Facility | **Roads:**  Kandla – Kharirohar Road (TDC: 23/5/2021)  **6 km road of one side completed. Pending work is under progress.**  Road from W.G.-2 to berth 13:  **Work completed.**  Road at 34 ha. Area:  **Level survey and Area leveling work under progress.**  Road at 40 ha. Area:  **Pending with Standing Committee.**  Other internal roads of Cargo Jetty area:  **Completed**  **Drainage:**  **Drainage Cleaning work almost completed in entire port as per civil team. Civil team has also addressed that electrical cables are laying inside the storm water drains at many locations and there is always threat of electric shock while working inside the storm water drain which need to be corrected on top priority.**  **Welfare facility:**  10 nos. of toilet block work under progress  Labor community center retendering under progress due to non-qualifying of any bidder in previous tender.  During the last meeting the representative of Transport & Dock Workers Union stated that Labour Trustee and other members of his union visited the Port area and found many deficiencies / discrepancies. He requested that a joint inspection may be carried out in  which Labour Officer may also join and after inspection, the committee would submit a detailed report to the Chairman, which was agreed to. He further requested that Labour Officer should visit the Port area once in a month and submit a detailed report to the Safety Officer. One of the committee members informed that summer season is approaching and requested for availability of proper drinking water inside the Port area also requested for carrying out regular inspection.  **The joint inspection round conducted by Safety Officer, Shri Mahesh Parmar - Welfare inspector, Shri Tushar Solanki – JE (Civil) and Shri Jivraj Maheswari representative of HMS Union. The report prepared and will be discussed in this dock safety committee meeting.** |
| 03 | Coal Dust Control | **Following effective measures have been taken up by Civil. Engg. Deptt. are as follow:**  To prevent the dust pollution, sprinkler system is already installed in 40-hectare coal staking yard and the same is running successfully.  Dust screen wall is provided in either side of West gate no III in 34 hectares’ area. One more tender of screen wall is already finalized and the work will be started in due course of time.  Apart from that there is regular sweeping of spilled cargo (dust) being done on regular basis by engaging Tractor mounted brommers, to clean the roads inside cargo jetty area.  **Following effective measures have been taken up by Mech. Engg. Deptt. are as follow:**  a) Proposal for Outsourcing of 02 nos. Truck mounted Mist Cannon and 02 nos. Truck mounted Road Sweeper system for dust suppression and effective collection has been processed and recently approved by Competent authority. Same shall be deployed shortly after finalization. Expected time for deployment: 3-4 months.  b) Proposal for installation with O&M of dust suppression sprinkling system at newly appointed coal yard at 34-Ha yard (similar to 40-Ha coal yard dust suppression system) has been recently In-principally approved by Board vide resolution dated 23.04.2021 as per recommendation of Standing Investment Committee. Same shall be tendered shortly after approval of the competent authority. Expected time for award of the work: 4-5 months. |
| 04 | Structure Stability Test | Asstt. Director (Dock Safety) stated that he has received report of Structure Stability Test of CJ 1 to 10 and OJs, however, not received the report of remaining structures. Dy. Chairman directed Dy.CE to submit the report of the remaining structures like Buildings, Warehouses, etc. to AD (DS). (TDC: 10/04/2021)  **Buildings:**  **Total 9 nos. of Godowns and buildings survey off report prepared. Also board note for demolition work of godowns is approved in board meeting.**  **P&C Building survey off report prepared. The building need to be vacated for further process.** |
| 05 | Issuance of Port Entry Pass | Assistant Director (Dock Safety) stated that implementation of RFID will take some more time, meanwhile, Port shall integrate training and medical modules in the Entry Pass.  It was decided that a Committee consisting of TM, AD(DS), Commandant, CISF and representative of Port Users will be constituted to discuss and suggest the format of the Entry Pass.  The meeting with port users and CISF conducted. Also the consent for procuring smart cards, computer, printer, scanner and other stationary etc. taken from Chairman.  **The existing system will be used for issuing smart card as per Sr. DD EDP. The requirement for integration of safety training and medical examination with entry pass is conveyed to Sr.DD EDP.** |
| 06 | Safety Training | At container based training centre **34,173** workers were sensitized till date.  Training Centre for Safety and Productivity Re-Engineering: **Process for advertisement for recruitment is under progress.** |
| 07 | Medical Examination of workers | CMO stated that the tender file for outsourcing of Occupational Health Centre, First Aid Centre (Ambulance Room) and installation of First Aid Boxes & top-up, has been submitted to Finance Department. (TDC for floating tender: 15/4/2021)  **Tender for Occupational Health Services floated.**  **Total 5 bidders have participated. Technical comparison sheet prepared and submitted to finance department.** |
| 08 | Life Saving equipment & pipelines serving water to fire hydrants | Dy. CE stated that a consultancy will be appointed for conducting Hydro tests. Dy. Chairman directed to expedite the issue. Inspection has been carried with fire cum safety officer and the work to be completed 10/03/2021.  AD(DS) suggested to go for AMC for entire Fire System of the Port. DC & Safety Officer stated that before going for AMC, the pipelines are required to be changed. DC suggested to have comprehensive AMC for change of pipelines, maintenance, testing, etc.  CME stated that IIT was appointed as consultancy and they have recommended for centralized pump house. Tender will be required to be floated after obtaining estimate for pipeline, fire hydrant, towers, etc. as per OISD guidelines. Dy. Chairman directed to expedite the issue.  The committee members stated that hydro test is very much required and requested for carrying out hydro test. Dy. CE stated that a consultant will be appointed for conducting Hydro Tests.  Dy. Chairman directed that the issue of pipelines serving water to fire hydrants may be discussed with IIT Consultancy and expedite the matter at the earliest. Dy. Chairman stated that pipelines are very old and required changed in a time bound manner and suggested to constitute an internal committee, who would survey the same and submit its report.  **Joint inspection round conducted by safety officer, fire cum safety officer, AXEN (E ), AE (M) and other associated staff. The report prepared and will be discussed in this dock safety committee meeting.** |
| 09 | Sign Boards & Signage | 200 sign boards have already been erected.  **It was suggested by the committee members for wall painting, which was agreed to.**  **Walls are identified at various location like north gate, oil jetty, west gates, berth NO.13 gates etc. for doing painting. Due to Covid pandemic the painters were not called for safety poster painting. Process will be started by soon by end of June 2021.** |
| 10 | Antidotes | ADS stated that he would enquire about the cost and shelf-life of the Anti-dots.  **Communication to DGFASLI for availing the list of antidotes under progress.** |
| 11 | Safety Audit | Safety Officer stated that regarding compliance of safety audit norms, he had written letters to all HODs to provide the comments, however, he has not received comments from CE Deptt. Dy. CE stated that he would provide the comments. (TDC: 20/02/2021)  **Pending reply received from Civil Engineering Department.**  **Key points of safety audits will be discussed in this dock safety committee meeting.** |
| 12 | QHSE Policy | **QHSE Policy displayed at all offices and conference rooms in port area, AOB, Hospitals etc.**  It was informed by the Safety Officer that action is on hand for publishing the QHSE Policy for compliance. It was advised by the committee members that for the major factors of the QHSE Policy i.e quality, health, safety & environment policy, Safety Officer may identify the parameters and discuss the same in the next meeting of Dock Safety Committee, which was agreed upon.  **Report on QHSE Policy major factors is prepared for review in this dock safety committee meeting.** |

**Below mentioned agenda will be shared in Power Point Presentation:**

* Learnings from Incident
* Report of Joint Inspection of Welfare Facilities
* Report of Joint Inspection of Fire Fighting line
* Review of External Safety Audit Recommendations
* QHSE Policy (Major factors and Key Parameters)
* Report of Safety Performance Review of all major ports by expert committee constitute by MoPSW

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