

OPP 104

H2S GAS POLICY

Table of Contents

1. POLICY INTRODUCTION	3
2. SCOPE	3
3. ROLES AND RESPONSIBILITIES	3
4. POLICY STATEMENT	3
4.1. Operation Responsibility	4
4.2. Personal Protected Equipment (PPE)	4
5. RELEVANT LEGISLATION	5
6. RELATED POLICIES & PROCEDURES	5
7. FEEDBACK	5
8. DOCUMENT CONTROL AND OWNERSHIP	5

1. POLICY INTRODUCTION

This document aims to inform National Ambulance (NA) staff and NA visitors on H2S education and H2S specific Personal Protective Equipment (PPE).

This policy covers the management component of Risk Evaluation and Management.

2. SCOPE

This policy is intended to provide direction for operational and non-operational staff/visitors of NA to access and complete the required H2S learning package covering H2S and Personal Protective Equipment, namely, NH15 escape hoods and H2S detectors.

3. ROLES AND RESPONSIBILITIES

3.1. CHIEF OPERATIONS OFFICER (COO)

Ensure all Operational contract leads provide adequate time during induction for H2S training

3.2. OPERATIONS MANAGER

- Monitor staff compliance to the H2S policy
- Ensure correct monitoring and use of PPE
- Liaise with NA supply chain managers to provide all staff and visitors appropriate PPE
- Ensure delivery of H2S training and compliance to LMS training package.

3.3. EDUCATION MANAGER

Review and update NA H2S learning package in line with most current best practices

3.4. SUPPLY CHAIN

Ensure adequate stock reserves of H2S PPE.

4. POLICY STATEMENT

H2S is a colourless gas, which is toxic, flammable and fatal if breathed in at sufficient concentrations. At concentrations above 100 ppm, a person's ability to detect the gas is affected by rapid temporary paralysis of the olfactory nerves in the nose, leading to a loss of the sense of smell. This means that the gas can be present at dangerously high concentrations, with no perceivable odour. Prolonged exposure to lower concentrations can also result in similar effects of olfactory fatigue. This unusual property makes it extremely dangerous to rely totally on the sense of smell

to warn of the presence of H2S. The only reliable way to determine exposure levels is to measure the amount in the air.

The gas is found in varying concentrations in many oil and gas wells and is a byproduct of many industries including pulp and paper manufacturing, rayon textile production, leather tanning, chemical manufacturing and waste disposal. It is also found in septic tanks, sewers, manure pits, or anywhere bacteria can break down organic matter in an oxygen deficient environment.

4.1. OPERATIONS RESPONSIBILITIES

It is MANDATORY for all operations staff to complete all aspects of the H2S training package during the induction phase of employment. Operational department heads are responsible for ensuring this is adhered to.

NA H2S training package consists of two (2) phases:

- E-learning module accessed on NA Learning Management System (LMS)
- Practical instruction and confirmation of NH15 Escape Hood donning

In order to access LMS the user must follow the procedure below:

<https://training.nationalambulance.ae> > login > user name and password > my learning > required learning > H2S

H2S training is valid for 12 months from the date of completion. The course must be renewed every 12 months thereafter for the duration of the staff member's employment with NA.

All NA Non-operational staff or visitors who are required to access H2S sites MUST receive and complete the NA H2S training package. All NA Non-operational staff or visitors accessing H2S sites must also be accompanied by an Operations Director or Supervisor familiar with the area and scope of operations.

4.2. PERSONAL PROTECTIVE EQUIPMENT (PPE)

NH15 Escape Hoods and H2S detectors form part of the issued PPE for all NA staff and visitors operating in or visiting H2S sites and will only be operated in line with user manual recommendations and NA training.

NH15 Escape hoods must be in date with the H2S detectors being fully functional. No NA member of staff or visitor should operate within a H2S area without being issued the correct PPE for that site.

Equipment identified as being one (1) calendar month prior to expiry should be reported via contract specific channels and replacements ordered. Replacement equipment should be issued as soon as is practically possible prior to the equipment expiry date.

5. RELEVANT LEGISLATION

International, federal or local legislation and circulars relevant to this Policy. Full detail on this legislation can be found in QHP109 Legal Register.

Code, Name of Legislation	Jurisdiction
Code, Name of Legislation, Year here	Jurisdiction here

6. RELATED POLICIES AND FORMS

List related policies and procedures to the created/updated policy.

Policy & Procedure /Form

7. FEEDBACK

Any feedback or suggestions for improvement to this Policy, Processes or Procedures can be submitted to qhse@nationalambulance.ae

8. DOCUMENT CONTROL AND OWNERSHIP

A review and update of this document will take place as necessary, when changes occur that identify the need to revise this Policy such as changes in roles and responsibilities, release of new legislative or technical guidance, or identification of a new policy area.

This document ownership for editing is identified as:

- Chief Operations Officer

This controlled document is managed / overseen by [Procurement and Tendering Committee and/or Audit and Risk Management Committee and/or HR and Compensation Committee].

Change Brief

Version No.	Date	Change
1	February 2013	Requesting changes to reflect why our H2s detectors are set at change 4 ppm to 5 ppm
2		
3	March 2015	All sections adjusted or deleted with additional of section 5
4	May 2016	No Changes, review for Arabic Translation
5	January 2020	Additions of Operations Manager in roles and responsibilities. Removal of word 'also' from section 4.

CEO Approval

Board Member Verification