



**SMK3**



**P.T. ISPAT INDO**

# **SAFETY, HEALTH, ENVIRONMENT & ENERGY ALERT**

## SAFETY, HEALTH, ENVIRONMENT & ENERGY ALERT

**Alasan Penggunaan pelaporan ini adalah :**

Seluruh karyawan dan kontraktor PT. Ispat Indo, memiliki keterlibatan secara aktif dalam menjaga keselamatan, kesehatan kerja dan lingkungan serta performance energi di area kerjanya, sehingga dibutuhkan cara untuk melaporkan semua kejadian yang hampir celaka (nearmiss) yang berpotensi menimbulkan terjadinya kecelakaan kerja, sehingga dibutuhkan 4 langkah aman (**Be Safe**) untuk menghindari bahaya tersebut ditempat kerja kita, yaitu :

**Langkah 1**

Periksa disekitar Anda, adakah **Orang** yang bekerja tidak aman ?

**Langkah 2**

Periksa sekeliling Anda, adakah **situasi atau kondisi** yang berbahaya ?

**Langkah 3**

Periksa **Peralatan/Mesin**, adakah yang membahayakan bagi pekerja atau rusaknya alat/mesin ?

**Langkah 4**

**Ingat**, Lakukan tindakan perbaikan, Jika Anda Menemukan **sumber bahaya** ditempat kerja Anda.

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**The Reason On the Usage of this Report shall be as follow:**

All employees and contractors of PT. Ispat Indo shall have active involvement in taking care of occupational health safety and environment also energy performance in their work places, so that the method is needed to report any incidents (near miss) that is potential to arise the occurrence of work accident; 4 (four) safe steps, then, are needed to avoid the said danger in our work places :

**Step 1**

Check around you, is there a **person** working unsafely?

**Step 2**

Check around you, is there **dangerous situation or condition**?

**Step 3**

Check the **Equipment/ Machine**, is it dangerous for worker or the damage of equipment / machine?

**Step 4**

**Remember**, Perform corrective action, If You Find **source of danger** at your work place.

**Catatan :**

Pelaporan ini tidak digunakan sebagai pengganti penandaan (Tag out) ketika melakukan maintenance mesin/electrical.

(This report shall not be used as the substitution of Tag Out when performing machine / electrical maintenance)

## **BAGAIMANA PROSES PELAPORANNYA JIKA KITA MENEMUKAN SUMBER BAHAYA DI TEMPAT KERJA KITA**

- ☐ **Kertas Warna Putih (White)**  
Diberikan kepada supervisor / Dept. Head terkait sehingga secepatnya dilakukan tindakan perbaikan
  - ☐ **Kertas Warna Merah Muda (Pink)**  
Diberikan kepada SHE Dept. sehingga kondisi nearmiss tersebut dapat didiskusikan dan di follow up melalui rapat P2K3
  - ☐ **Kertas Warna Hujau (Green)**  
Disimpan oleh pelapor yang menemukan bahaya di tempat kerjanya
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## **HOW TO REPORT IN CASE WE FIND THE SOURCE OF DANGER AT OUR WORK PLACE**

- ☐ **White Paper (White)**  
Shall be given to supervisor / connected Dept. Head so that corrective action can be performed right away.
- ☐ **Pink Paper (Pink)**  
Shall be given to SHE Dept. so that the said near miss condition can be discussed and followed up through P2K3 meeting.
- ☐ **Green Paper (Green)**  
Shall be kept by the reporter who has found the danger at his work place.

LAPORKAN SEMUA SUMBER BAHAYA YANG ADA DITEMPAT KERJA KITA, JIKA KITA MENDAPATKAN LEBIH BANYAK SUMBER BAHAYA YANG DAPAT DITEMUKAN DAN DIPERBAIKI, MAKA TARGET MENURUNKAN KECELAKAAN KERJA DAPAT TERCAPAI

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REPORT ALL SOURCES OF DANGER AVAILABLE AT OUR WORK PLACE, IF WE GET MORE SOURCES OF DANGER THAT CAN BE FOUND AND RECTIFIED, THE TARGET TO DECREASE THE WORK ACCIDENT, THEN, CAN BE ACHIEVED.





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No: SHE-ALERT/01/IX/2019

## SAFETY, HEALTH ENVIRONMENT & ENERGY



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Tgl Kejadian :        /        / (Date of Incident)		Waktu :        WIB (Time)	
Dilaporkan oleh / Reported By : Faukal Hasan			
Lokasi / Location : SPINEL			
<input checked="" type="checkbox"/> Hazard	<input type="checkbox"/> Property	<input type="checkbox"/> Dust, Noise, etc	<input type="checkbox"/> Lain – lain (Others)
<input type="checkbox"/> Tumpahan (spill)	<input type="checkbox"/> Vehicle	<input type="checkbox"/> Masalah APD (PPE Problems)	
<input type="checkbox"/> Guarding	<input type="checkbox"/> Plant problems	<input type="checkbox"/> Konsumsi Energi berlebihan (Over Consumption Energy)	
Rincian Bahaya Yg Ditemui: (Detail of finding hazard)			
Saran Tindakan Perbaikan : (Suggestion for Corrective Action)			
Supervisor/Dept Head :			
Tanda Tangan : (Signature)		Tanggal/ Date :	
Apakah harus diperbaiki segera ? (Should it be corrected immediately)		<input type="checkbox"/> Yes	<input type="checkbox"/> No

CC : 1. Dept Head/SPV (White) 2. SHE Dept (Pink) 3. Pelapor / Reporter (Green)