

CURRICULUM VITAE

- ◆ **Full name:** BUI DAN TRUONG **Sex:** Male
- ◆ **Marital status:** Married
- ◆ **Date of birth:** 19th January 1979
- ◆ **Place of birth:** Sai Gon, Vietnam
- ◆ **Nationality:** Vietnamese
- ◆ **Permanent address:** E3-53 - Road No 5 – Phu Thu Ward - Cai Rang District – Can Tho City - Vietnam
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- ◆ **Expected pay:** Negotiate based on benefit package

Objectives and resume summary

March 2022 – Present: EHS Supervisor – Stanley Black & Decker Co.,LTD – Screwdriver bits manufacturing company

- Supervise the EHS department and Medical Department
- Support the Human Resources Manager when required
- Budget management of the EHS department
- Maintain the Legal Compliance Level of the Organization in terms of managing legal procedures with the applicable government agencies, as well as developing and implementing operational controls for the prevention of injuries, health care related to work, protection of the environment. and pollution prevention
- Formulate emergency and contingency plans in the event of a Pandemic
- Promote participation and compliance with Voluntary Self-Assessment Programs that government Agencies promote in EHS matters
- Be responsible for the ISO 14001 and ISO 45001 Management System and act as internal auditor and host in management audits
- Promote compliance with the EHS policy including worker participation
- Actively educate staff on the identification and prevention of environmental impacts, incidents, or damage to health due to their work activities and the company in general
- Conduct communication of the performance of the plant in matters of EHS and Health to Senior Management, Corporate and interested parties as required
- Establish strategies to ensure compliance with the goals and objectives of the plant and the corporate
- Conduct communication contact with corporate EHS to report EHS performance, as well as implement the requirements and controls established by the Corporate
- Advise and evaluate new projects to define EHS requirements
- Attend the audits of government, legal compliance, ISO 14001, and ISO 45001 management systems as well as follow up on the corrective actions generated
- Participate and monitor all activities derived from the ISO 14001 and ISO 45001 Management systems such as: Review of the EHS Policy, Management Review, update, and maintenance of the Matrix of legal and other EHS requirements, hazards and risks and environmental aspects and impacts
- Supervise compliance with the execution of the EHS Risk Studies and Analysis
- Participate and monitor actions derived from GEMBA Walks
- Promote continuous improvement of EHS through projects and / or updates of operational controls
- Be responsible for waste management; from its generation to its dispatch to authorized final disposal sites

Sept 2019 – Sept 2021: Safety and Environmental Engineer – Japan Vietnam Petroleum Co.,LTD – O&G production company – Working onshore & Offshore

Job purpose:

Provide safety & environment specialist services to company operations within company HSE Policy & Procedures and relevant national law & regulations with the objectives of preventing incident/accident and minimizing the loss once incident/accident occurred.

1. HSE Support to other groups and individuals

Together with other safety personnel in the Group, provide the following advice/support in effective, timely and correct manner to JVPC Group and individuals as required:

- General advice on using JVPC HSE policies and Procedures
- Conduct in-house HSE training including induction as required
- Participate in all hazard identification such as: HAZOP, HAZID, JSA meetings
- Assist relevant groups in safety interfacing with Contractors

In order to ensure the company safety policy and procedures are understood and complied by company staff and contractors.

2. Emergency Response Plan & Exercises

Together with Senior Safety Engineer to maintain the updated Emergency/Oil Spill Response Plans and plan, arrange all regular emergency response exercises in order to test the Company emergency response system, train related personnel on emergency response and identify area for improvement.

3. HSE audit & Inspection

- Together with other safety personnel in the Group, conduct HSE audits and inspection to operational contractors in order to ensure safety & environment regulations, company procedures and standards are fully complied with and to ensure that the contractors maintain good HSE management systems and meet with JVPC HSE requirement.
- HSE audit to rig when having drilling campaign
- Update HAZID for drilling campaign
- Day to day monitor the BBS on the rig
- Prepare the gift for best STOP card on the rig

4. HSE Policies & Procedures

Developed & update the procedure as assigned or review & comment on draft/revised procedures by HSE or other groups in order to ensure procedures are reasonable, practicable & adequate.

5. Environmental Protection

Assist Deputy HSE Manager- Environment including but not limit to the following tasks:

- Discharge Monitoring at sources
- Environmental Monitoring Survey
- Waste Management and relevant License
- ISO 14001
- Regular HSE reports

6. Others

- Responsible for maintaining/inspection of all fire extinguishers JVPC Office & LOG Base.

- Plan & organize to conduct Working Environment surveys to company facilities in order to ensure the working environment conditions meet legal and international regulations and standards.

***Nov 2018 – Sept 2019: HSE Manager – Hitachi Water Business – Waste Water Treatment
Plan construction site***

1. Preview projects and project sites before work begins to determine safety related risks.
2. Visit active project sites to assess ongoing work conditions to ensure compliance.
3. Work with project management teams and field workers to develop and implement solutions to safety related issues on project sites.
4. Maintaining safety related paperwork.
5. Maintaining safety training certifications.
6. Training company employees on safe work practices.
7. Disciplining employees and subcontractors who fail to comply with minimum safety standards.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Site Specific Safety Plan (SSSP)

- Oversees the Field Safety Manager in ensuring compliance with all aspects of managing Site Specific Safety Plans
- Responsible for facilitating early return to full duty work responsibilities for injured workers and to provide meaningful light duty transitional work opportunities.

2. Audit

- Oversees the Field Safety Manager in ensuring the Company and its job sites remain hazard and accident free by conducting periodic safety inspections.
- Provide support to field staff in the event of an site inspection.
- Prepare study and analysis of industrial accident causes and hazards to health for use by company personnel and outside agencies. Make recommendations to resolve any deficiencies.
- Access ways for reducing claim costs and increasing the retrospective premium refund.
- Research and manage ways to reduce the net premium paid by improving the experience modifier.
- Record and compile data, update logs, monitor equipment and schedule maintenance.
- Support Ops Managers in maintaining the Superintendent Storage area.

3. Risk Management

- Update and maintain the ERP. Train employees in proper procedures and conduct periodic emergency evacuation drills to ensure planning is effective in practice. Employees should know the placement of all fire extinguishers and first aid kits.
- Provide recommendations and assistance, along with the Field Safety Manager, to Project Managers and Superintendents, with respect to job site hazards, employee training, new/safe equipment operation and safe material or substance utilization.
- Ensure compliance with corporate worker's compensation program including working with internal personnel and third party administrators/legal counsel, to effectively investigate and resolve claims in an expeditious and cost effective manner.
- Perform and oversee investigation of accidents, injuries and unsafe working conditions to include interfacing with workers compensation claims and

communication with injured workers and the return to work strategies. Cooperate in the preparation of material and evidence for organizational use in hearings, lawsuits and insurance investigations. Provide recommendations for remedial action.

- Remain current on federal, state, county and local safety regulations. Keep management advised of new or revised regulations and their projected impact.

4. Training

- Plan and implement programs to train managers and employees in work site safety practices, safe equipment operating techniques and fire prevention for job sites and office.
- Facilitate employee training in first aid and CPR. Maintain training records in the employee files.
- Ensure new employees receive safety instructions prior to beginning work. Emphasize any specific site hazards and thoroughly explain all applicable precautions.
- Provide training and education to all levels of staff, as required, by Federal and State safety regulations.

5. Compliance

- Support the Field Safety Manager regarding all Subcontractor job specific Safety Programs.
- Review new Subcontractor pre-qualification documentation to ensure they have an acceptable safety record and communicate with the Field Safety Manager and Project Manager of their acceptance or rejection.
- Plan and implement risk management, safety policies and procedures in compliance with all federal, state, county and local rules and regulations, including MSDS requirements, for both field and office operations, to maximize a safe working environment.
- Act as corporate contact for any federal, state or municipal safety or risk management authority and/or personnel, including, but not limited to OSHA and/or DOSH.
- Manage and oversee motor vehicle fleet safety program and conduct driver background investigations to qualify authorized drivers.
- Manage hazardous materials control program. Work with 3rd party services to review samples and test for hazardous materials prior to the start of demolition on all projects. Secure good faith reports prior to the start of work.

6. Support

- Represent the organization in community or industry safety groups and programs.
- Maintain a work atmosphere by acting and communicating in a manner to ensure positive relationships with clients, subcontractors, co-workers and management.
- Frequently communicate with company President and Operations Managers to keep them apprised of pertinent issues.
- Manage and plan the annual safety banquet and safety awards program.

May 2010 – Sept 2018: HSE Specialist – Talisman Energy Vietnam – Repsol Vietnam – Working onshore & offshore

To be responsible for all aspects of Occupational Health, Safety and Environment within Talisman Vietnam Limited (TVL) HSE department including:

HSE – 70% of work load:

1. Prepared, maintained and ensured HSEMS procedures in place and up to date;

2. Supported and adhered to TVL HSE protocols
3. Planned and conducted comprehensive and effective implementation of HSEMS, HSE Plan, Emergency Response Management, Oil Spill Response Plan, Environmental Protection Commitment, Incident/Accident Notification and Investigation or root cause analysis, Risk assessment;
4. Proactively support to Seismic, drilling campaign
5. Participated in start up review prior to carry out seismic and drilling campaign
6. Evaluation of the HSE part in all drilling and evaluation bid tenders
7. To assist in preparation and compile of bridging document for offshore operations with the drilling unit and supply vessels.
8. Attend and manage the project risk identification matrix and close out.
9. Assist the Drilling Manager in any contract issues or requirements associated with third party providers.
10. Develop the HSE plans for the drilling operations and monitor performance.
11. Carry out Accident and Incident reports on the corporate reporting system and follow up and close out actions as required.
12. Regularly carry out rig visits.
13. Monitor the Waste Disposal of the rig source to the treatment of waste at the end point. Ensure that records are kept with the appropriate documentation being provided to the local authorities.
14. Communicate directly with the HSE persons on the rig to provide additional HSSE support and advice and follow up any priority items as agreed with the Drilling Manager.
15. Participated in Safety Critical Equipment verification
16. Carried out HSE inspection to seismic vessel and drilling rig
17. Measured and monitored Health Safety and Environmental performance of the Company, contractors and suppliers. Reported regularly on the performance, benchmark performance, trend and recommend measures for improvement;
18. Prepared Interface Bridging Documents to ensure that the interface between Company and all contractors are well addressed, including review and comment on vendors/contractors HSE procedures;
19. Implemented Hazardous Waste Management procedures in compliance with the current legislation of Vietnam, and the Company's own Hazardous Waste Management Policy.
20. Prepared relevant documents for the transportation, import or export of material/equipment that requires a permit or license to enter or leave the country.
21. Conducted independent or joint audits/inspections of contractors (onshore and offshore) to ensure that specific HSE issues are properly addressed and maintained;
22. Participated in HAZID / HAZOP / Process Hazard analysis, Job Safety Analysis and Environment Impact Assessment;
23. Coordinated to ensure that incidents are investigated, incident notification, reports and alerts are compiled and distributed as required;
24. Coordinated with other departments in event that specialist services need to be outsourced, which relate to HSE matters;
25. Lead safety meeting with Contractor;
26. Checked the availabilities of safety equipment onshore/offshore during the seismic and drilling campaign
27. Updated regularly the legal database to make sure that the Company is fully compliant with the current legislation requirements;
28. Prepared relevant HSE reports as required;
29. Maintained good communication and relationship with official, government bodies, local authorities and other societies;
30. Promoted HSE initiatives, HSE awareness programs to all staff and contractors personnel;

31. Carried out, Monitored and coordinated HSE training programs to all staff and contractor personnel;
32. Attended operational meetings, report and monitor on HSE matters as and when required;
33. Carried out assurance and audit review
34. Carried out MOC audit
35. Performed many task assigned by HSE Manager:
 - a. Regularly audit to Jacket & Topsides construction site
 - b. Regularly visit the Jacket & Topsides construction site
 - c. Support for HSE team at site to supervise the contractor
 - d. Cooperate with construction site manager to set up the bridging document with contractor to ensure HSE for construction site
 - e. Carry out investigate to define root cause for incident/accident in construction site (if any)
 - f. Daily monitor the manhour, safety status on construction site.
 - g. Support the HSSE Team Lead in the delivery of health, safety, security, environment regulatory and risk for site project delivery at Fabrication Facilities
 - h. Monitor compliance with company HSSE Managements systems and their compliance with Company Contract Terms and Conditions.
 - i. Maintain an active presence in the operating areas to ensure effective safety management by field supervision and the workforce
 - j. Ensure the Safety of Company PMT at locations.
 - k. Provide feedback to Jacket HSSE Lead and Project health, safety and environmental performance, drawing on Traction data and trends related to Fabrication Facilities.
 - l. Support the HSSE Lead in the health, safety, environment and risk discipline capability development at Fabrication Facilities

Transportation – 30% of work load:

1. Directed activities related to routing, and tracking rented vehicles.
2. Planed, organized and managed the work of driver to ensure that the work is accomplished in a manner consistent with organizational requirements.
3. Directed investigations to verify and resolve users complaints.
4. Served as contact persons for all drivers within assigned territories.
5. Implemented schedule and policy changes.
6. Monitored operations to ensure that drivers comply with administrative policies and procedures, safety rules, and government regulations.
7. Promoted safe work activities by conducting safety audits, attending company safety meetings, and meeting with individual driver.
8. Monitored spending to ensure that expenses are consistent with approved budgets.
9. Directed and coordinate, through subordinates, activities of operations department in order to obtain use of equipment, facilities, and human resources.
10. Ensured contractors performing repairs and maintenance to equipment, vehicles.
11. Conducted investigations randomly in cooperation with contractor to determine causes of transportation accidents and to improve safety procedures.
12. Analyze expenditures and other financial information in order to develop plans, policies, and budgets for increasing profits and improving services.
13. Cooperated with contractor to carry out Emergency Drill.

June 2009 – May 2010: consultant in SEN company – Working onshore & offshore







1. Carried out HSE project

2. Carried out training project: chemical safety, Job Safety Analysis
3. Compiled HSE procedure for: HLHV JOC, PV Oil Shipping, Dai Nam Viet Company
4. Carried out environmental working survey for HLHVJOC, PVEP Dai Hung, PTSC PV as team leader.
5. Organized Defensive driving for Cuu Long JOC, Thang Long JOC
6. Compiled HSE handbook for HLHVJOCs
7. Carried out HSE audit for General Motor

June 2008 June 2009: Operation and HSE Coordinator in Salamander Energy - Working onshore & offshore

1. Built the strong working relationships with the GM, SPM and across the project, both internally required to effectively coordinate operational and HSE issues
2. Ensured the contractor and sub-contractor policies and performance comply with contract. Report breaches effectively and quickly
3. Enhanced and promoted the safety culture across all areas of operations, including reporting, safety awareness, risk assessment, willingness to stop work, etc.
4. Ensured corporate Environmental Commitments are understood and met. Liase with RDSPSE is and as required.
5. Liaised with PVEP, GAET, military and other stakeholders to ensure effective and safe coordination of seismic operations.
6. Monitored and reported operational and HSE performance at the management level
7. Liaised with the GM and Group HSE Advisor
8. Lead Risk Assessment and facilities solutions to any business dilemmas
9. Supported to Procurement & Logistics Manager regarding contracting
10. Lead HSE matters in the HCMC office; providing an inspiring example
11. Reviewed critique and apply all laws and regulation that have a bearing on Salamander operations and operating office in Vietnam
12. Registered and co-ordinate all operational and HSE related regulatory approvals
13. Developed awareness to the whole Vietnam team of risk assessment
14. Gave guidance to management, the workforce and contractors on HSE issues

Achievement:




-  *Approved COEP for seismic project*
-  *Improved the relationship with local authorities*
-  *No LTI during seismic project.*
-  *Supported permit team explained doe local people about the environmental effect during seismic project*
-  *No occurred with explosive magazine during seismic project*
-  *Improved EOHS awareness of local worker*

June 2006 – June 2008: HSSE Officer in Holcim Vietnam

1. Planned and implemented environmental management program
2. Implemented the internal monitoring program
3. Supervised for external monitoring program
4. Ensured the EMS fully comply with ISO 14001:2004
5. Ensured the QMS fully comply with ISO 9001:2001
6. Planned and implemented internal audit for ISO 14001 and 9001

7. Planned and implemented the training courses about environment awareness for supplier and staff
8. Implemented risk assessment report
9. Inspected safety, advised and monitored the implementation of the Holcim OHS Policy.
10. Trained about safety for supplier, contractor...
11. Monitored Activities and have preventive plan for unsafe Actions.
12. Investigated and made incident, accident report. Update and keep in file.
13. Had plan for buying and provide PEE for staff.
14. Had plan for firefighting training for staff.
15. Complied all HVL OH&S Policy and Regulation.



Achievement:

-  *Maintained ISO certificate of HVL*
-  *Improved environmental awareness of Holcim staff*
-  *Maintained the safety of the workplace of HVL.*

April 2004 – June 2006: Head of Division of Environment and Natural Resources in Center for Resources and Environmental Technology of An Giang Province

1. Carried out Environmental Project: designed the land fill of Phu Tan District, WWTP for Sam mountain tourist...
2. Consultant (COEP, EIA...)



Achievement:

-  *Designed of landfill was approved by DONRE of AG province*
-  *Environmental certificate was approved for small scale factories.*

September 2001 – April 2004: Researcher in Institute of Environment and Natural Resources

1. Carried out Environmental Research project (Fields: wastewater, water and solid waste),
2. Conducted, training short course on Designing water and wastewater treatment plant.

Achievement:

-  *Designed many WWTP of company: Deawon textile, Cau Tre factory, Vinh Loi seafood factory....*
-  *Implemented the floating WTP in Thu Thua District, Long An Province.*

Knowledge of language

Languages	Extent
Vietnamese	Excellent
English	Good

Education and experience

<i>Name of Institution</i>	<i>Years: from-to</i>	<i>Major fields</i>	<i>Degrees</i>
Can Tho University / Vietnam	9/1996–9/2001	Environmental Engineering	B. E.
The Ho Chi Minh City University of Technology/ Vietnam	9/2003- 12/2005	Environmental Technology	Master of Engineering
<i>Other training</i>			
WasteEcon/VietNam	3 – 10, Oct, 2001	Water and wastewater Technology & Management	Certificate
CEFINEA – Institute for Environment and Resources (IER)/ HCMC - Vietnam	10 – 20 Oct, 2001	Sustainable River Basin Management	Certificate
Urban Air Quality Management/Indonesia	18 – 24, Sept, 2005	Air Quality	Certificate
Appropriate technology for Urban Environmental Management/Thailand	12 – 20, March, 2006	Appropriate technology for Urban Environmental Management	Certificate
Training for Trainer/ Vietnam	12 – 13, July, 2006		Certificate
First aids training/Vietnam	17, July to 30, September, 2006 July 2018	First aid	Certificate
IFAP Safety practitioner course/Thailand	26, March - 12, May 2007	Occupational health and safety	Certificate
OSH training/Vietnam	17 – 19, May, 2007	Occupational health and safety	Certificate
Internal Auditor/Vietnam		ISO 14001 and 9001	Certificate
Environmental Workplace monitoring/Indonesia	25, August – 2, September 2007	Environment	Certificate
Port facilities security officer	20, September – 25 September, 2007		Certificate
M&A Lead Auditor	12-14, November, 2007	Lead auditor skill	Certificate
OSHAS 18000 Lead Auditor	5, May – 7, May 2008	Lead Auditor	Certificate
Sea Survival Training	18, August, 2008		Certificate
Advance First Aid	3,4 June, 2010	First Aid Officer	Certificate
NEBOSH training - Singapore	12 – 28 August, 2010		
Oil Spill Response - Thailand	27-30, Sept, 2010		Certificate
Lead Auditor ISO 50001	May, 2015		Certificate
Lead Auditor ISO 29001	May, 2015		Certificate

Lead Implementer ISO 50001	May, 2015		Certificate
OHS training	Sept 2017		Certificate

Reference

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Mr. Bui Quang Thao: HSE Coordinator – Jasdestone Energy

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Email: bqthao@jasdestone-energy.com

I hereby certify that the statement made by me in this form is, to the best of my knowledge and belief, true and correct.

HCMC, May 24th 2022

Signature

Bui Dan Truong