| | Category | | | Frequence (PA | y (activity = Per Acti | | | | |
|----|--|----|----|------------------|---------------------------|-----|-----|-----|---|
| No | Category 3A – Operational Control (General) | GD | GM | PIC | GS | GSE | BSP | GSO | Checklist / Remark |
| | Premises and Housekeeping | | | | | | | | |
| | | 4 | 4 | MSO | 4 | 4 | 4 | 4 | 3A.01(1) CHECKLIST BUILDING & OFFICE. (Frequency = every 3 months) |
| 1 | 1a) Building and Yard | | 6* | MSO | | | | | *For PMU only Refer MSO Checklist (Frequency = every 2 months) |
| | 1b) Light (Intensity) Monitoring | 1 | 1 | Admin | 1 | 1 | 1 | 1 | 3A.01(2) LIGHT INTENSITY SURVEY (Frequency = once a year, for office only) |
| | 1c) Ventilation | | | MSO | | | | | *For PMU, included in the MSO checklist |
| 2 | Demarcation and Storage Practice | | | MSO | | | | | Included in Checklist no (1) Premises and Housekeeping |
| 3 | Color Coding | 1 | 1 | MSO | 1 | 1 | 1 | 1 | 3A.03 COLOR CODING CHECKLIST & COLOR CODE (Frequency = once a year) |
| | | | 4 | TEAM | | | | | 3A.04(1) HANDTOOLS CHECKLIST (All Units) (Frequency = every 3 months) (Note: also physical condition check before work) |
| 4 | Tools and Equipment | | 2* | TEAM | | | | | 3A.04(2) LABELLING OF ISOLATORS SWITCHES VALVES CHECKLIST *(SUBD only) (Frequency = every 6 months) |
| | | 4 | 4 | TEAM | 4 | 4 | 4 | 4 | 3A.04(3) PORTABLE ELECTRICAL EQUIPMENT CHECKLIST.doc (All Units) (Frequency = every 3 months) |
| | | | 4 | TEAM | | | | | 3A.04 (4) MACHINE GUARDING CHECKLIST.doc (All Units) (Frequency = every 3 month) |

| | Category | | | Frequence (PA | y (activity = Per Acti | | | | Checklist / Remark |
|-----|--|----|----|------------------|---------------------------|-----|-----|-----|--|
| No | Category 3A – Operational Control (General) | GD | GM | PIC | GS | GSE | BSP | GSO | |
| 5 | Compressed Gas Cylinder and Pressure Vessel | | 1* | TEAM | | | | | 3A.05 COMPRESSED GAS CYLINDERS AND PRESSURE VESSEL CHECKLIST.doc *(SUBD only) (Frequency = once a year) |
| 6 | Electrical Installation | | 4* | TEAM | | | | | 3A.06(1) GENERAL ELECTRICAL INSTALLATION AND FLAMEPROOF CHECKLIST *(SUBD Only) (frequency = every 3 months) |
| l o | Electrical Installation | 4 | 4 | TEAM | 4 | 4 | 4 | 4 | 3A.06(2) TESTING OF RESIDUAL CURRENT DEVICES CHECKLIST doc (All Units) (Frequency = every 3 months) |
| 7 | Permit To Work (PTW) | PA | PA | TEAM | | | | | Refer to PTW procedure (All Units) (Frequency = per activity) |
| 8 | Lock Out Tag Out | 2 | 2 | TEAM | | | | | 3A.08 LOG OUT TAG OUT CHECKLIST (All Units) (Frequency = every 6 months) |
| 9 | Electrical Works | PA | PA | TEAM | | | | | Refer to 1) PTW procedure and 2) Lock Out Tag Out procedure (All Units) (Frequency = per activity) |
| 10 | Safe Working at Height | PA | РА | TEAM | | | | | Refer to procedures related to working at heights – SUBD, DLCU, LLU, LSU (All Units) (Frequency = per activity) |

| | Category | | | Frequency (PA: | / (activity = Per Acti | | | | |
|----|--|----|----|-------------------|---------------------------|-----|-----|-----|--|
| No | Category 3A – Operational Control (General) | GD | GM | PIC | GS | GSE | BSP | GSO | Checklist / Remark |
| 11 | | 4 | 4 | TEAM | 4 | 4 | 4 | 4 | 3A.11(2) LADDERS, STAIRS, WALKWAYS (LADDER CHECKLIST) (All Units) (Frequency = every 3 months) |
| 11 | Ladders and Scaffolding | 4 | 4 | TEAM | | | | | 3A.11(3) SCAFFOLDING CHECKLIST.doc (All Units) (Frequency = every 3 months) |
| 12 | Safe Working in Confined Space | PA | РА | TEAM | | | | | Refer to Confined Space Checklist in Contractors Management procedure (Lampiran 4) (SUBD, DLCU Units) (Frequency = per activity) |
| 13 | Safe Lifting and Hoisting | PA | PA | TEAM | | | | | 1a) For Overhead Crane refer - 3A.13 LIFTING APPLIANCE Checklist (Frequency = once a year) 1b) For Wire Rope & Chain Sling, refer : 3A.13 (2) WIRE ROPE & CHAIN SLING CHECKLIST (Frequency = every 3 months) 2) For Mobile Crane refer - Checklist in Contractors Management procedure (Lampiran 5-borang pemeriksaan pemandu kren (kontraktor)) 3) For Crane used by Grid Maintenance, refer checklist in TOMAS (Senarai Semak 2-3-5) (All Units) (Frequency = per activity) |
| 14 | Maintenance and Construction Works | PA | PA | TEAM | | | | | Refer respective WI in Grid Maintenance and Grid Development departments |
| 15 | Excavation Works | PA | PA | TEAM | | | | | Refer to Method Statement provided |
| 16 | Hot Work | РА | PA | TEAM | | | | | Refer to Method Statement provided |
| 17 | Transport and Travelling | РА | PA | TEAM | | | | | Refer HIRADC |
| 18 | Traffic Safety | PA | PA | TEAM | | | | | Included in the project construction safety |

| No | Category 3B – Operational Control (Health) | GD | GM | PIC | GS | GSE | BSP | GSO | Checklist / Remark |
|----|---|----|----|------|-----------|-----|-----|-----|--|
| 1 | Hazardous Chemical Management | PA | PA | TEAM | PA | PA | PA | PA | Refer to 1) CHRA report 2018 2) Chemical Safe Handling procedure (GRID-MGMT-810-07) |
| 2 | Hearing Conservation | 1 | 1 | TEAM | 1 | 1 | 1 | 1 | 3B.02 HEARING CONSERVATION CHECKLIST.doc (All Units) (Frequency = once a year) |
| 3 | Ergonomics | 1 | 1 | TEAM | 1 | 1 | 1 | 1 | 3B.03 ERGONOMICS DISCOMFORT QUESTIONNAIRE.doc (All Units) (Frequency = per activity once a year) |
| 4 | Indoor Air Quality | PA | РА | TEAM | PA | PA | РА | PA | Refer individual office IAQ Report or refer complain on IAQ 1) GDHQ, GMHQ, GS, GSE – refer to IAQ Report Dua Sentral 2) BSP, GSO – refer to IAQ Report NLDC 3) Other offices – refer to IAQ report or complain on IAQ |
| 5 | Notification And Register of Occupational Injury And Disease Or Property Damage | | | A | s and Whe | n | | | Refer TSIS |
| 6 | Investigation of Occupational Injury And Disease Or Property Damage | | | A | s and Whe | :n | | | Refer TSIS |
| 7 | Injury Or Disease And Incident Statistics Management | | | A | s and Whe | n | | | Refer TSIS |
| 8 | Incident (Damage) Reporting And Investigation | | | A | s and Whe | n | | | Refer TSIS |

| No | Category 3C – Operational Control (Environment) | GD | GM | PIC | GS | GSE | BSP | GSO | Checklist / Remark |
|----|--|----|----|------|----|-----|-----|-----|--|
| 1 | Waste Management and Minimization | PA | РА | TEAM | | | | | Refer to 1) Scheduled Wastes Management procedure (GRID-MGMT-810-05) 2) CHRA report 2018 3) Chemical Safe Handling procedure (GRID-MGMT-810-07) |
| 2 | Scrap And Refuse Bin | PA | PA | TEAM | | | | | Included in Waste management and Minimization requirements |
| 3 | Pollution Control | PA | PA | TEAM | | | | | Refer to Scheduled Wastes Management procedure (GRID-MGMT-810-05) |