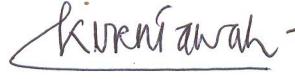


<b>Trakindo</b>	<b>CAT</b>	<b>PROSEDUR STANDAR OPERASIONAL STANDARD OPERATING PROCEDURE</b>		
<b>Topik Subject</b>	<b>Kesiapsiagaan dan Tanggap Darurat Emergency Preparedness and Response</b>			
<b>Pemilik Proses Process Owner</b>	Head Office SHE Department	<b>Nomor Dokumen Document Number</b>	SHE.SOP.023.R02	
<b>Pengendali Dokumen Document Controller</b>	Head Office SHE Department	<b>Tanggal Efektif Effective Date</b>	June 01, 2012	
<b>Berlaku Untuk Applicable For</b>	All / Semua	<b>Tingkat Kerahasiaan Document Status</b>	Green	

<b>1. LATAR BELAKANG</b>	<b>1. BACKGROUND</b>
1.1. PT. Trakindo Utama menetapkan bahwa dalam kegiatan operasi landasan utamanya adalah Keselamatan, Kesehatan Kerja dan Lingkungan (K3L).	1.1. PT. Trakindo Utama states that Safety, Health, and Environment (SHE) are the corner stones of its operations.
1.2. Untuk mendukung pelaksanaan tersebut diatas, PT. Trakindo Utama membuat SOP untuk memastikan semua karyawan dan pihak lain yang terkait yang bekerja sama dengan PT. Trakindo Utama mempunyai cukup pengetahuan K3L untuk berperan aktif dalam implementasi Sistem Manajemen K3L.	1.2. To support the above mentioned, PT. Trakindo Utama established an SOP to ensure all employees and external party who partnering with PT. Trakindo Utama adequately obtained SHE knowledge to actively involve in the implementation of SHE Management System.
<b>2. TUJUAN</b>	<b>2. OBJECTIVE</b>
2.1. Untuk memastikan bahwa rencana tanggap darurat harus selalu ada di semua tempat kerja PT. Trakindo Utama, sehingga manajemen cabang dapat mengatasi semua kemungkinan keadaan darurat yang mungkin terjadi.	2.1. To ensure that emergency response plan is in place of PT. Trakindo Utama working places, so that branch management can effectively cope with all possible emergencies as / when they occur.
2.2. Untuk memastikan bahwa semua karyawan mengetahui rencana tanggap darurat yang dapat diterapkan di lingkungan kerja mereka.	2.2. To ensure that employees are familiar with emergency response plan applicable to their working areas.
<b>3. RUANG LINGKUP</b>	<b>3. SCOPE</b>
Prosedur ini diberlakukan di semua lokasi kerja PT. Trakindo Utama.	This procedure is applicable to all PT. Trakindo Utama workplaces.
<b>4. DEFINISI</b>	<b>4. DEFINITION</b>
4.1. <b>Keadaan Darurat</b> – situasi darurat dimana terdapat material atau aktivitas di luar kontrol yang menimbulkan dampak terhadap lingkungan kerja.	4.1. <b>Emergency</b> – an urgent condition whenever a material or activities out of control that impact to work area environment.
4.2. <b>Kesiapsiagaan dan Tanggap Darurat</b> adalah suatu jaminan keadaan siap siaga berupa kesatuan orang beserta keahlian dan peralatannya, yang mampu mencegah dan menanggulangi keadaan darurat serta mengembalikan atau memulihkan suasana tidak normal menjadi normal kembali.	4.2. <b>Emergency Response Preparedness</b> is a condition guarantee alert in the form unity of people along with membership and its medium, capable to prevent and overcome emergency and also return or cure atmosphere below par become normal return.

Prepared By / Dibuat Oleh:-   Ihda Taftazari SHE System Manager June 01, 2012	Verified By / Diperiksa Oleh:-   Muhammad Siri Corporate SHE Manager June 01, 2012	Approved By / Disetujui Oleh:-   Maria T. Kurniawati Chief Administration Officer June 01, 2012	Page Halaman 1 of 9
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<b>Trakindo CAT</b>	<b>PROSEDUR STANDAR OPERASIONAL STANDARD OPERATING PROCEDURE</b>		
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<b>4. DEFINISI</b>	<b>4. DEFINITION</b>
4.3. <b>Tim Kesiapsiagaan &amp; Tanggap Darurat (TKTD)</b> – yaitu tim yang dibentuk dicabang untuk menangani keadaan darurat serta merencanakan pelaksanaan latihan tanggap darurat.	4.3. <b>Emergency Response Team (ERT)</b> – is a team formed in branch to lead on emergency condition and plans emergency drill.
4.4. <b>Koordinator TKTD</b> – ketua TKTD yang berwenang untuk memutuskan setiap langkah yang diperlukan bagi anggota untuk melakukan evakuasi karyawan, dokumen perusahaan serta tindakan lain yang dipertimbangkan perlu.	4.4. <b>ERT Coordinator</b> – is a leader of ERT that will takes the command of each action of members in order to evacuate the employee, company document, and other necessary considered action.
4.5. <b>Satgas TKTD</b> – Satuan petugas anggota TKTD.	4.5. <b>ERT Brigade's</b> – Person who is member of ERT.
4.6. <b>Panitia Pembina Keselamatan dan Kesehatan Kerja</b> adalah wadah kerjasama antara pengusaha dan pekerja untuk mengembangkan partisipasi efektif dalam penerapan keselamatan dan kesehatan kerja.	4.6. <b>SHE Committee</b> is an ad hoc committee of employer and employees promoting effective participation in applying of occupational health and safety.
<b>5. KEBIJAKAN</b> Segala hal yang berkaitan dengan Kesiapsiagaan dan Tanggap Darurat harus memenuhi ketentuan dalam SOP ini.	<b>5. POLICY</b> All of related to Emergency Preparedness and Response shall comply with this SOP.
<b>6. TANGGUNG JAWAB &amp; PENEGAKAN</b>	<b>6. RESPONSIBILITY &amp; ENFORCEMENT</b>
6.1. Semua Kepala Cabang serta Kepala Departemen terkait bertanggung jawab untuk memastikan bahwa prosedur ini dipenuhi dan dilaksanakan di Cabang.	6.1. All Branch Managers and related Department Heads are responsible to ensure that this procedure is fully complied and implemented at Branch.
6.2. Setiap karyawan bertanggung jawab untuk melaksanakan ketentuan SOP ini setiap saat.	6.2. All employees are responsible to comply with this procedure at all times.
<b>7. PROSEDUR</b>	<b>7. PROCEDURE</b>
<b>7.1. Identifikasi Potensi Keadaan Darurat</b>	<b>7.1. Identified Potential Emergency Condition</b>
7.1.1. P2K3 cabang beserta kepala departemen pada cabang mengidentifikasi lokasi, aktifitas, peralatan kerja dan produk yang berpotensi menimbulkan keadaan darurat dan potensi kecelakaan yang dapat mempunyai suatu dampak terhadap proses pekerjaan maupun lingkungan, menggunakan formulir SHE.FRM.042.R01.  Identifikasi ini juga mencakup potensi keadaan darurat yang ditimbulkan oleh aktifitas sekeliling, bentang alam, dan lingkungan sekitar.	7.1.1. Branch SHE Committee along with department head to identify location, activities, equipment/machinery, and product that have potential emergency condition and incident that causing effect into tasks process and the environment, using SHE.FRM.042.R01.  This identification to include potential emergency condition sourced from neighborhood's activities, nature landscape, and surrounding environment.
7.1.2. P2K3 cabang menyediakan peta area kerja termasuk peralatan yang berpotensi menimbulkan	7.1.2. Branch SHE Committee provide work area map to include equipments that have potential

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<p><b>7. PROSEDUR (lanjutan)</b></p> <p>keadaan darurat dan potensi kecelakaan yang dapat mempunyai suatu dampak terhadap proses pekerjaan maupun lingkungan akibat dari keadaan darurat.</p> <p>7.1.3. Karyawan PT. Trakindo Utama yang berada di area customer dan terjadi keadaan darurat di area tersebut, karyawan tersebut harus mengikuti rencana tanggap darurat di area customer tersebut. Karyawan memberitahukan kondisi dirinya kepada atasan langsung, jika situasi sudah memungkinkan dan diketahui oleh penanggung jawab area customer.</p> <p>7.1.4. Untuk kondisi darurat yang terjadi di diluar area kerja PT. Trakindo Utama yang tidak memiliki rencana tanggap darurat, karyawan yang terkena dampak keadaan darurat harus memberitahu atasan langsung menggunakan peralatan yang tersedia pada saat itu, secepatnya. Pertolongan pada korban, jika ada, harus didahulukan.</p> <p>7.1.4.1. Sebagai langkah persiapan, karyawan yang bekerja di lokasi yang tidak memiliki rencana tanggap darurat, harus menuangkan rencana tanggap darurat tersebut pada JSA atau PTBA yang ada.</p> <p><b>7.2. Peralatan Penanggulangan Keadaan Darurat</b></p> <p>7.2.1. P2K3 cabang melakukan identifikasi untuk kebutuhan peralatan untuk penanganan keadaan darurat yang diidentifikasi.</p> <p>7.2.2. Kepala cabang menyediakan peralatan penanganan keadaan darurat yang diidentifikasi. Untuk Sistem Alarm Kebakaran dan P3K mengacu ke SHE.WIN.001.R00 dan SHE.WIN.003.R00. Untuk penanggulangan pencemaran lingkungan mengacu pada SHE.WIN.022.R00 - Environmental Pollution Handling.</p> <p>7.2.3. Area yang berpotensi menimbulkan atau terpapar akibat dari keadaan darurat, baik di dalam maupun diluar bangunan harus dilengkapi dengan peralatan penanggulangannya (Lihat Lampiran C Rute Emergency &amp; Denah Peletakan Peralatan Emergency).</p>	<p><b>7. PROCEDURE (continue)</b></p> <p>emergency condition and incident that causing effect into tasks process and the environment.</p> <p>7.1.3. Any PT. Trakindo Utama employees working at customer area when emergency condition occurred, he/she must follow respective emergency response plan on those areas. Employee shall notify his/her direct superior on his/her condition when the situation allowed and is acknowledged by customer area responsible.</p> <p>7.1.4. For emergency condition that occurred at other places than work areas of PT. Trakindo Utama which has no emergency response plan, employees exposed to emergency condition shall notify his/her immediate superior at the first chance using available means of communication. Life support effort, if applicable, shall come first.</p> <p>7.1.4.1. As a precautionary measure, employees assigned into location which has no emergency response plan, shall write the plan of emergency preparedness into available JSA/WSWP.</p> <p><b>7.2. Emergency Equipment</b></p> <p>7.2.1. Branch SHE Committee to identify the need of equipment to handle such emergency condition identified.</p> <p>7.2.2. Branch manager to provide identified equipment to handle such identified condition. For Fire Alarm System and First Aid Kit refer to SHE.WIN.001.R00 and SHE.WIN.003.R00. For environmental spill refer to SHE.WIN.022.R00 - Environmental Pollution Handling.</p> <p>7.2.3. Areas that have potential and exposed to emergency condition, both inside or outside the building shall equip with emergency equipment (See Attachment C Emergency Route &amp; Emergency Equipment Sketch).</p>		

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<b>7. PROSEDUR (lanjutan)</b>	<b>7. PROCEDURE (continue)</b>
7.2.4. Lokasi peralatan penanggulangan keadaan darurat (alat pemadam kebakaran, kotak/pilar hidran, pompa hidran, alat penanganan tumpahan dan lainnya) tidak boleh terhalang oleh benda lain. Kepala departemen bertanggung jawab untuk memastikannya.	7.2.4. Emergency equipment location (fire extinguisher, hydrant box/pillar, hydrant pump, spill kit, etc) shall not be blocked by other things. Department head is responsible to ensure this.
7.2.5. Untuk mempertahankan kondisi peralatan, P2K3 bersama dengan kepala departemen terkait atau karyawan yang ditunjuk, melaksanakan inspeksi, pengujian, sertifikasi (bila diperlukan sesuai dengan peraturan yang berlaku) dan evaluasi, untuk memastikan perbaikan yang diperlukan dikerjakan.	7.2.5. To maintain equipment condition, SHE Committee with department head or assigned employee conduct inspection, testing, certification (if applicable with respective regulation) and evaluation, ensuring repairmen required immediately done.
<b>7.3. Rencana Tanggap Darurat</b>	<b>7.3. Emergency Response Plan</b>
7.3.1. P2K3 cabang bersama dengan kepala departemen, menetapkan Rencana Tanggap Darurat.	7.3.1. Branch SHE Committee with department head shall establish Emergency Response Plan.
7.3.2. Rencana tanggap darurat harus memasukkan, minimal, selama/setelah keadaan darurat jalur komunikasi-termasuk pemberitahuan ke SHE HO, langkah yang diambil selama/setelah keadaan darurat, proses pemulihan setelah keadaan darurat. Dilampiri dengan nomer yang dapat dihubungi, peta evakuasi, tugas dan tanggung jawab TKTD.	7.3.2. Emergency response plan shall consist, in minimum, communication flow, during/after emergency condition-to include notification to SHE HO, action taken during/after emergency condition, recovery process after emergency condition. Attached with contact number, evacuation map, role and responsibility of ERT.
7.3.3. Rencana tanggap darurat disosialisasikan kepada TKTD dan karyawan, termasuk jika terdapat perubahan. Sosialisasi dilakukan oleh P2K3 bersama kepala departemen.	7.3.3. Emergency response plan shall socialize to ERT and all employees, to include revision if available. Socialization shall be done by SHE Committee and department head.
7.3.4. P2K3 bersama-sama dengan kepala departemen harus mengkaji ulang rencana tanggap darurat, diperbaiki jika diperlukan, setiap tahun. Setiap perubahan harus disosialisasikan kepada TKTD dan semua karyawan.	7.3.4. SHE Committee together with department head must review emergency response plan, revise if necessary, on annual basis. Any changes shall socialize to ERT and all employees.
7.3.5. Bila keadaan darurat terjadi di luar jam kerja atau hari libur, penanggulangan pertama dilakukan petugas keamanan dibantu oleh karyawan yang sedang berdinass. Petugas keamanan harus menghubungi koordinator TKTD secepatnya untuk perintah selanjutnya.	7.3.5. If emergency condition occurs outside of working hours or holidays, security shall responded immediately, assisted by employees on duty. Security must contact ERT coordinator immediately, for further instruction.
<b>7.4. Tim Kesiapsiagaan dan Tanggap Darurat (TKTD)</b>	<b>7.4. Emergency Response Team (ERT)</b>
7.4.1. Kepala cabang, atas usulan P2K3, mengeluarkan surat penunjukan TKTD di cabang. Struktur TKTD mengacu ke SHE.FRM.043.R01 Struktur	7.4.1. Branch manager, proposed by SHE Committee, issue an appointment letter of ERT structure. Structure of ERT refers to SHE.FRM.043.R01

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<b>7. PROSEDUR (lanjutan)</b> Organisasi TKTD.  7.4.2. Tugas dan tanggung Jawab TKTD, lihat lampiran B Tugas dan Tanggung Jawab TKTD.	<b>7. PROCEDURE (continue)</b> ERT Structure Organization.  7.4.2. ERT Task and Responsibility, see attachment B ERT Task and Responsibility.
<b>7.5. Pelatihan dan Simulasi Tanggap Darurat</b>  7.5.1. Pelatihan 7.5.1.1. Pelatihan formal harus diadakan untuk semua TKTD, diawal (pada waktu penunjukan) dan seterusnya (mengacu ke SHE.SOP.007.R01).  7.5.1.2. Pelatihan termasuk sosialisasi rencana tanggap darurat yang terbaru.  7.5.2. Simulasi Tanggap Darurat  7.5.2.1. Departemen SHE harus melaksanakan simulasi tanggap darurat 2 kali dalam setahun dan dicatat dalam program K3L cabang.  Semua potensi keadaan darurat yang teridentifikasi harus dilakukan simulasi tanggap darurat.  7.5.2.2. P2K3 menyusun skenario keadaan darurat menyesuaikan dengan kondisi cabang.  7.5.2.3. Koordinator TKTD bertanggung jawab memastikan simulasi tanggap darurat dilaksanakan pada jadwal.  7.5.2.4. Koordinator TKTD, bertanggung jawab memastikan catatan terhadap semua simulasi tanggap darurat tersedia dengan cukup.  7.5.3. Informasi rinci mengenai simulasi tanggap darurat dicatat pada formulir SHE.FRM.044.R01 Catatan Simulasi Tanggap Darurat. Untuk evaluasi menggunakan format 3W.  7.5.4. Tujuan evaluasi adalah untuk menilai kecukupan respon yang dilakukan berdasar rencana tanggap darurat dan kehandalannya, mendiskusikan setiap penyimpangan yang terjadi, jika ada, dan menetapkan tindakan perbaikan untuk mencegah penyimpangan penanganan keadaan darurat.  7.5.5. Salinan dari catatan simulasi tanggap darurat yang didistribusikan sebagai berikut:-  7.5.5.1. Catatan asli disimpan ke koordinator TKTD dan kepala cabang untuk catatan.  7.5.5.2. Salinan diberikan dan disimpan oleh SHE di cabang.	<b>7.5. Training and Emergency Drill</b>  7.5.1. Training 7.5.1.1. Formal training must be provided for all ERT, initially (upon appointment) and ongoing (refer to SHE.SOP.007.R01).  7.5.1.2. Training will include socialization of respective emergency response plan.  7.5.2. Emergency Drill 7.5.2.1. SHE department shall conduct emergency drill twice a year and compiled into branch SHE program.  All identified potential emergency conditions shall simulate in emergency drills.  7.5.2.2. SHE Committee draws a scenario of emergency condition with accommodating condition of branch.  7.5.2.3. ERT coordinator is responsible to ensure emergency drill conducted as per schedule.  7.5.2.4. ERT Coordinator is responsible to ensure adequacy of records of all emergency drills.  7.5.3. Details of emergency drills must be recorded on SHE.FRM.044.R01 Emergency Drill Record. Evaluation form refers to 3W format.  7.5.4. Purpose of evaluation is to assess the adequacy of response done based on emergency response plan, and its reliability, discussing any deviation during the response, if any, and provide recommendation to prevent response deviation.  7.5.5. Copies of emergency drill record distributed as follows:-  7.5.5.1. Original record kept to ERT Coordinator and branch manager for his records.  7.5.5.2. Copy of record kept by branch SHE department.

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<b>7. PROSEDUR (lanjutan)</b>	<b>7. PROCEDURE (continue)</b>
<b>7.6. Rincian Kontak Darurat</b>	<b>7.6. Emergency Contact Number</b>
7.6.1. P2K3 mengidentifikasi nomor darurat yang relevan dan dapat dihubungi dalam kondisi darurat seperti, namun tidak terbatas pada, rumah sakit, ambulance, Satuan Koordinasi Pelaksana Penanggulangan Bencana (Satkorlak PB), Dinas Pemadam Kebakaran, Kepolisian.	7.6.1. SHE Committee identified emergency numbers that relevant and able to contact in case of emergency, e.g., but not limited to, hospital, ambulance service, government disaster team (Satkorlak PB), fire brigade, police.
7.6.2. P2K3 harus mensosialisasikan kepada TKTD dan semua karyawan serta menempelkan rincian kontak darurat pada tempat yang mudah dilihat.	7.6.2. SHE Committee shall socialize to ERT and all employees and post the emergency contact number at high visibility places.
7.6.3. Rincian kontak darurat harus dikaji setiap tahun. Rincian kontak darurat mengacu ke SHE.FRM.045.R00 Rincian Kontak Darurat.	7.6.3. Emergency contact number shall review on annual basis. Emergency contact number refers to SHE.FRM.045.R00 Emergency Contact Number.
<b>7.7. Pertemuan Ulasan Paska Kejadian</b>	<b>7.7. Post Event Review Meeting</b>
7.7.1. Setelah terjadi keadaan darurat, koordinator TKTD dan kepala cabang bertanggung jawab untuk mengadakan Pertemuan Ulasan Paska Kejadian.	7.7.1. Following to emergency condition occurred; ERT coordinator and branch manager are responsible to conduct a Post Event Review Meeting.
7.7.2. Tujuan pertemuan adalah untuk menilai kecukupan respon yang dilakukan dan kehandalan rencana tanggap darurat, mendiskusikan setiap penyimpangan yang terjadi, jika ada, menyelidiki penyebab terjadinya keadaan darurat dan akibatnya, dan menetapkan rencana tindakan perbaikan untuk mencegah penyimpangan penanganan keadaan darurat dan untuk mencegah keparahan akibat keadaan darurat dan mencegah terjadinya keadaan darurat, jika memungkinkan.	7.7.2. Purpose of meeting is to assess the adequacy of response done and reliability of emergency response plan, discussing any deviation during the response, if occurred, investigating the cause of emergency condition, and provide recommendation to prevent response deviation, prevent further impact and prevent reoccurrence of emergency condition, if applicable.
7.7.3. Hasil pertemuan ulasan paska kejadian harus dicatat dan disimpan oleh koordinator TKTD dan departemen SHE.	7.7.3. Result of post event review meeting shall be adequately recorded and kept on file of ERT coordinator and SHE department.
<b>7.8. Komunikasi Paska Kejadian</b>	<b>7.8. Post Event Communication</b>
7.8.1. Setelah terjadi keadaan darurat, koordinator TKTD dan kepala cabang bertanggung jawab memastikan informasi yang relevan didistribusikan ke pihak yang relevan melalui saluran resmi yang ditetapkan.	7.8.1. Following to emergency condition occurred, ERT coordinator and branch manager are responsible to ensure relevant information is distributed to relevant party (ies) through assigned channel.
7.8.2. Komunikasi eksternal mengacu kepada SHE.SOP. 005.R00 Komunikasi Eksternal.	7.8.2. External Communication shall refer to SHE.SOP. 005.R00 External Communication.
<b>8. FLOW PROSES</b>	<b>8. PROCESS FLOW</b>
8.1. Flow Proses untuk SOP ini terlampir sebagai	8.1. The Flow Process for this SOP is attached as

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<b>8. FLOW PROSES</b> Lampiran A.	<b>8. PROCESS FLOW</b> Attachment A.
<b>9. REFERENSI</b>	<b>9. REFERENCES</b>
9.1. Dibawah ini tercatat referensi yang berhubungan dengan aturan pembuatan dokumen ini:-	9.1. Set out below are details of hose documents related to the compilation of this document:-
9.1.1 SNI 19-14001-2005	Element 4.4.2 & 4.4.7 Kompetensi, Pelatihan dan Kesadaran serta Tanggap darurat
9.1.2 OHSAS 18001 : 2007	Element 4.4.2 & 4.4.7 Kompetensi, Pelatihan dan Kesadaran serta Tanggap darurat / Competence, Training and Awareness also Emergency Preparedness and Response
9.1.3 UU 24 tahun 2007	Penanggulangan bencana / Disaster handling
9.1.4 Permenaker No.05 tahun 1996	Element 6 & 12 Keamanan bekerja berdasarkan SMK3 & Pengembangan ketrampilan dan kemampuan / Safe Workplace Based On Occupational Health and Safety Management System & Development of competence and skill
9.1.5 PP 50 tahun 2012	C Pelaksanaan Rencana K3 / Implementation OHS Planning
9.2. Dibawah ini tercatat dokumen lain yang ada hubungan atau referensi dengan SOP ini :-	9.2. Set out below are details of other documents that impact on / have reference to this SOP :-

<b>Nomor Dokumen Document Number</b>	<b>Judul Dokumen</b>	<b>Document Title</b>
SHE.WIN.001.R00	Sistem Alarm	Alarm System
SHE.WIN.003.R00	Peralatan P3K	First Aid Kit
SHE.WIN.022.R00	Penanganan Pencemaran Lingkungan	Environmental Pollution Handling
SHE.FR.M.042.R01	Formulir Identifikasi Potensi Keadaan Darurat	Identified Potential Emergency Condition Form
SHE.FR.M.043.R01	Struktur Organisasi TKTD	ERT Organization Structure
SHE.FR.M.044.R01	Formulir Catatan Simulasi Tanggap Darurat	Emergency Drill Record Form
SHE.FR.M.045.R00	Daftar Kontak Darurat	Emergency Contact number

<b>10. RIWAYAT PERUBAHAN</b>	<b>10. REVISION HISTORY</b>		
<b>Tanggal Perubahan Date of Revision</b>	<b>Nomor Revisi Revision Number</b>		
January 01,2011	01	<b>Item Yang Berubah Changed Item</b> <p>Correction of abbreviated of PTTU into PT Trakindo Utama</p> <p>In general wording changes without changing its substance for better grammar.</p>	
<b>Item Yang Berubah Changed Item</b> <p>Correction of abbreviated of PTTU into PT Trakindo Utama</p> <p>In general wording changes without changing its substance for better grammar.</p>			

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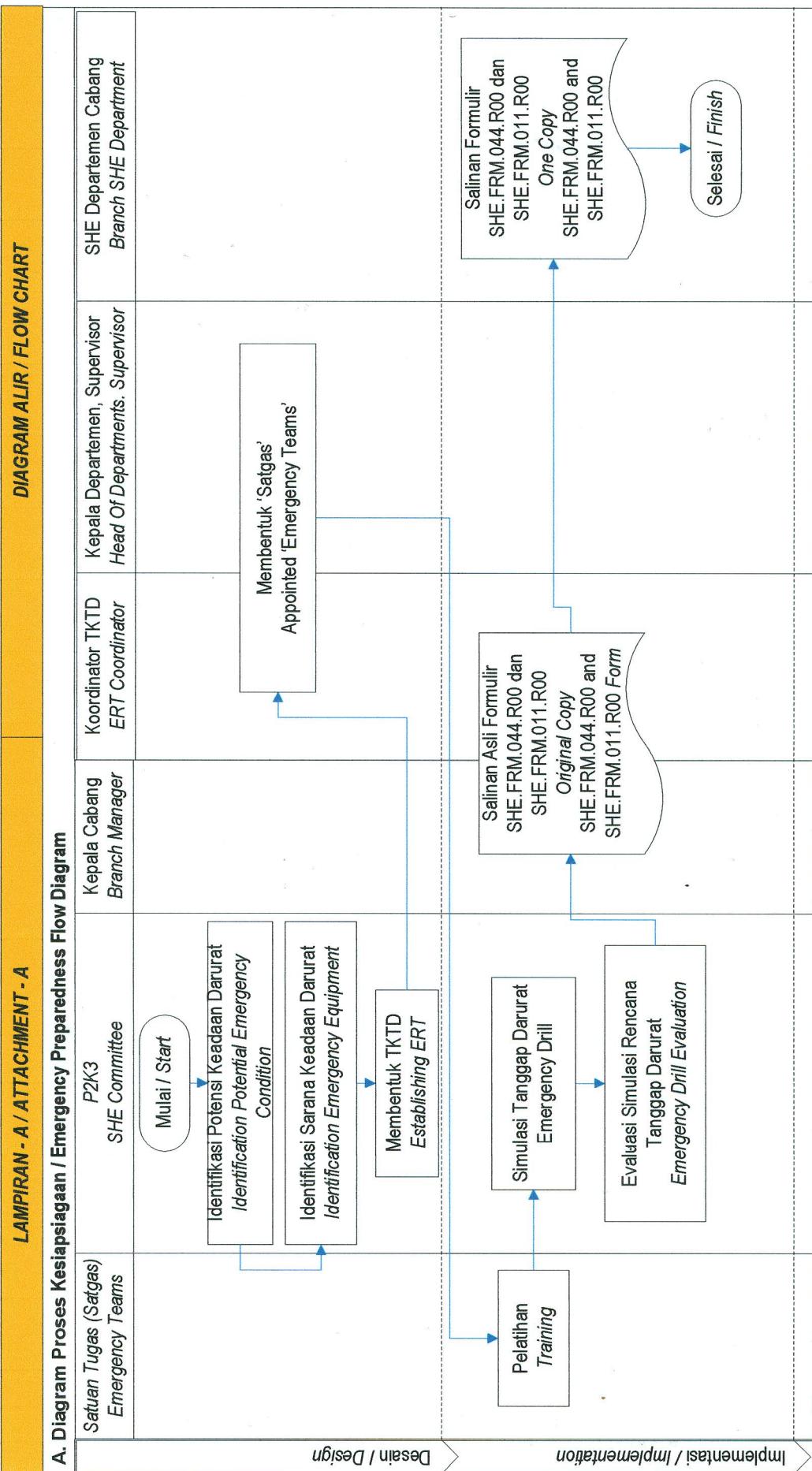
<b>Trakindo</b> 	<b>PROSEDUR STANDAR OPERASIONAL STANDARD OPERATING PROCEDURE</b>		
<b>Topik Subject</b>	<b>Kesiapsiagaan dan Tanggap Darurat Emergency Preparedness and Response</b>		
<b>Tanggal Efektif Effective Date</b>	June 01, 2012	<b>Nomor Dokumen Document Number</b>	SHE.SOP.023.R02

<b>10. RIWAYAT PERUBAHAN</b> <i>Date of Revision</i>	<b>Nomor Revisi</b> <i>Revision Number</i>	<b>10. REVISION HISTORY</b> <i>Item Yang Berubah</i> <i>Changed Item</i>
		<p>In general, clause number rearrangement to match additional/subtraction clause.</p> <p>4.6 revised definition to suit SOP#30.</p> <p>Deletion of type of emergency (used to 7.1.2.1-7.1.2.6), emphasizing on emergency condition identified, see 7.1.1 and 7.1.2.</p> <p>7.1.2. map of emergency, to combined with equipment.</p> <p>7.1.3. detailed procedure on customer site.</p> <p>7.1.4, 7.3.2, 7.3.4, 7.6.3. additional clause.</p> <p>7.2. focus into equipment identification, procurement, lay out, and maintenance.</p> <p>7.3. change word 'system' into 'plan'.</p> <p>7.3.3. emphasizing on socialization of emergency response plan.</p> <p>7.5.2.1. emphasizing all identified condition shall be simulated.</p> <p>7.6.4. copies of record management.</p> <p>7.7.3. defining annual review of contact number.</p> <p>9.1. additional clause reference of SMK3, additional reference of UU no.24 2007.</p>
June 01, 2012	02	<p>In general, clause number rearrangement to match additional/subtractions clause.</p> <p>4.6 revised definition to suit SOP#30.</p> <p>Deletion of type of emergency (used to 7.1.2.1-7.1.2.6), emphasizing on emergency condition identified, see 7.1.1 and 7.1.2.</p> <p>7.1.2. Map of emergency, to combine with equipment.</p> <p>7.1.1, 7.1.2, enrichment on environmental impact of emergency</p> <p>7.1.4.1, additional clause.</p> <p>7.2.2 link to SHE.WIN.022.R00</p> <p>7.5.3. form update</p> <p>7.5.2.1. Emphasizing all identified condition shall be simulated.</p> <p>9.2 WIN deletion of SHE.WIN.002.R00, SHE.WIN.017.R00, SHE.WIN.018.R00,</p>

<b>Trakindo</b> 	<b>PROSEDUR STANDAR OPERASIONAL STANDARD OPERATING PROCEDURE</b>		
<b>Topik Subject</b>	<b>Kesiapsiagaan dan Tanggap Darurat Emergency Preparedness and Response</b>		
<b>Tanggal Efektif Effective Date</b>	June 01, 2012	<b>Nomor Dokumen Document Number</b>	SHE.SOP.023.R02

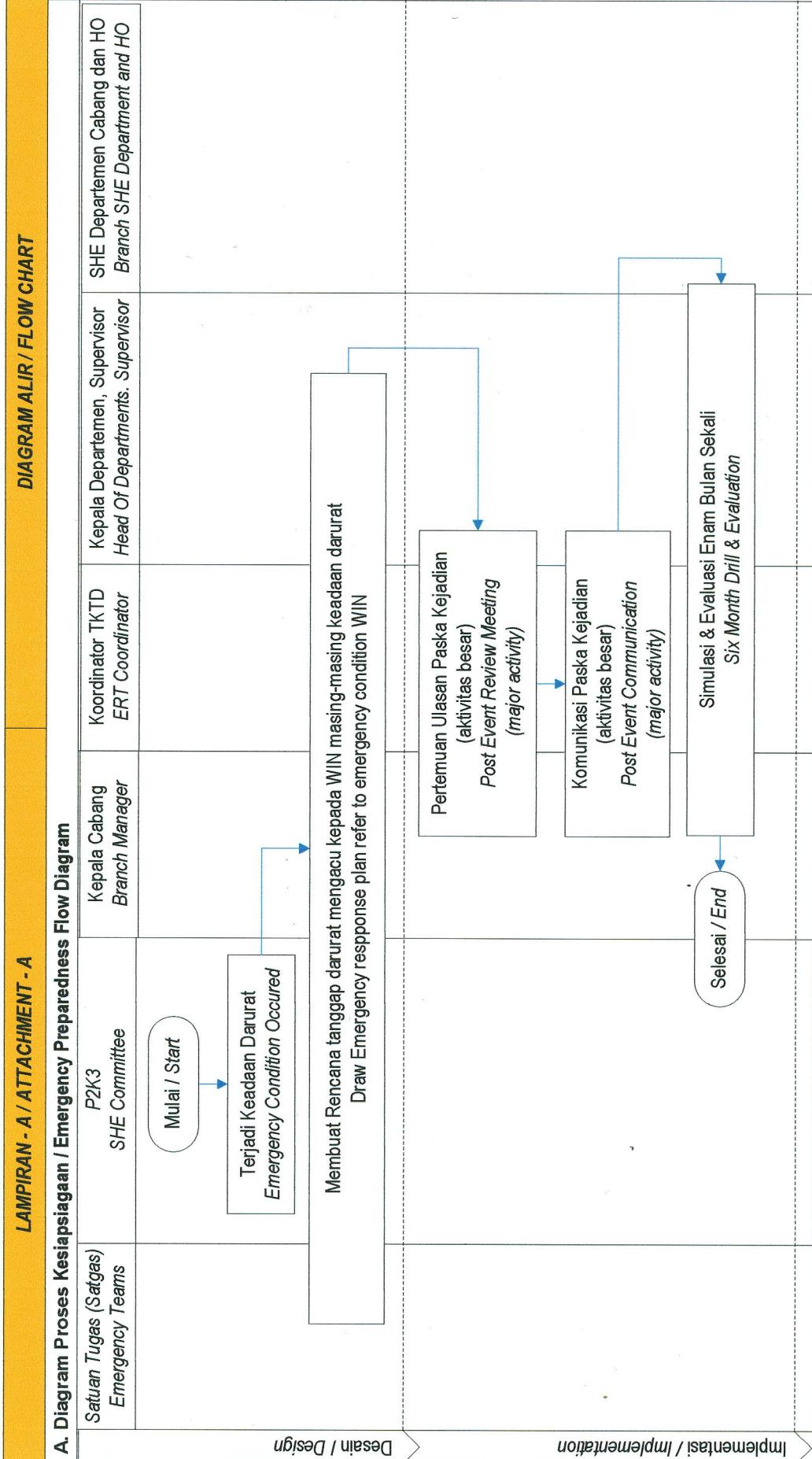
10. RIWAYAT PERUBAHAN		10. REVISION HISTORY
Tanggal Perubahan <i>Date of Revision</i>	Nomor Revisi <i>Revision Number</i>	Item Yang Berubah <i>Changed Item</i>
		SHE.WIN.019.R00, SHE.WIN.020.R00, SHE.WIN.021.R00, those plans need to available by branch match to local situation 9.1. Additional reference
11. LAMPIRAN		11. ATTACHMENTS
Lampiran sebagai berikut akan menjadi bagian dari SOP ini:-		The following attachments will serve as part of this SOP: -
Nomor Lampiran <i>Attachment Number</i>	Judul Lampiran	Attachment Title
Lampiran / Attachment A	Diagram Alir	Flow Process
Lampiran / Attachment B	Tugas & Tanggung Jawab TKTD	ERT Task & Responsibilities
Lampiran / Attachment C	Rute Emergency & Denah Peletakan Peralatan Emergency	Emergency Route & Emergency Equipment Sketch

Trakindo CAT	PROSEDUR STANDAR OPERASIONAL STANDARD OPERATING PROCEDURE	Tanggal Efektif Effective Date	January 01, 2011
Topik/Subject	Kesiapsiagaan dan Tanggap Darurat Emergency Response Preparedness	Nomor Dokumen Document Number	SHE.SOP.023.R01



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<b>Trakindo CAT</b>	<b>PROSEDUR STANDAR OPERASIONAL STANDARD OPERATING PROCEDURE</b>		
Topik/Subject	Kesiapsiagaan dan Tanggap Darurat <i>Emergency Response Preparedness</i>	Nomor Dokumen Document Number	SHE.SOP.023.R01



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