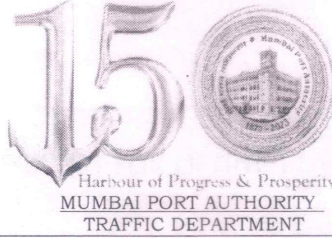


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No. TM/ID/Dock Safety/ 362

of 2024-25

15 JUL 2024

CIRCULAR NO 11

Docks Local Transporter & Lorry Owners Associations.
The President, Association of Multimodal Transport Operators of India
The President, Indian Merchant Chambers
The President All India Liquid Bulk Importers & Exporters Association
Secretary Maharashtra Rajya Motor Malak Sangh
The President, Maharashtra Truck Owner's Association
Mumbai Nava Sheva Godi Motor Malak Sangh
Mumbai Malvahatuk Tempo Mahasangh

Sirs,

Sub : Recommendations of incident examination committee on
fatal accident at 18ID shed

Pursuant to recommendations of report of Incident Examination Committee
concerned agency shall ensure that

- i) To have effective supervision and co-ordination between Vessel Agent/
Importer/CHB and Transporter during shifting of cargo from vessel to storage
locations.
 - ii) Any supervisor engaged by any agency have undergone Safety Training.
 - iii) Workers / labours should be engaged for operations after imparting Safety
Training. Before deployment of any workers/laboures for any dock work it shall be
ensured that they have undergone requisite safety training to perform his duty
effectively.
 - iv) Supervisors/workers engaged by any agency shall ensure that they have
undergone pre-employment/periodical medical examination by DGFASLI
Empanelled doctors.
2. During any cargo handling activities the concerned agency should
implement lifting plan as annexed in Annexure I.
 3. Before commencement any cargo handling activities the concerned
supervisor of the agency should impart Tool Box Talk (TBT) as annexed in
Annexure II.
 4. Employer of dock worker who has met with the accident to investigate any
minor or major accident to find out the root cause and submit the same to MbPA
to prevent further recurrences.

Yours faithfully,

(A.S. Sengar)

Sr. Dy. Traffic Manager
Operation Docks

DA: Annexure I & II

CHECK LIST FOR LIFTING PLAN

AGENT/CHA :	Date: 7
Work Location:	
Cargo to be lifted:	

S/N	Items	YES	NO	Remarks
1	Inspection of tests and certificates of lifting appliances, loose gears, wire ropes, etc. for their adequacy of capacity being done (Certifications and/or training records)	<input type="checkbox"/>	<input type="checkbox"/>	
2	Is the exact weight of the load specified?	<input type="checkbox"/>	<input type="checkbox"/>	
3	Is the crane suitable for the identified lift(s) in terms of corrected capacity and Safe Working Load (SWL)?	<input type="checkbox"/>	<input type="checkbox"/>	
4	Has the maximum load limits for the lift(s) been specified according to manufacturer's recommendation?	<input type="checkbox"/>	<input type="checkbox"/>	
5	Has the load chart been provided to verify boom angle, load radius and lifting capacity for each lift?	<input type="checkbox"/>	<input type="checkbox"/>	
6	Is the Lifting Machine (LM) certificate for the crane valid?	<input type="checkbox"/>	<input type="checkbox"/>	
7	Is spreader type, length and SWL suitable for the lift?	<input type="checkbox"/>	<input type="checkbox"/>	
8	Inspection of safe access of docks workers to their workplace i.e. deck, hold, ship crane, signalman, etc	<input type="checkbox"/>	<input type="checkbox"/>	
9	Impart Tool-Box Talk or explain Safety Precautions to be taken and potential dangers involved while handling of this cargo	<input type="checkbox"/>	<input type="checkbox"/>	
10	Ensure that all dock workers are using PPEs provided to them	<input type="checkbox"/>	<input type="checkbox"/>	
11	Effective supervision to ensure that no dock worker is standing or working in a danger zone of falling of cargo or any suspended load	<input type="checkbox"/>	<input type="checkbox"/>	
12	Ensure that during operation no unsafe stack or wing stack is created.	<input type="checkbox"/>	<input type="checkbox"/>	
13	Cargo handling is taking place in safe manner	<input type="checkbox"/>	<input type="checkbox"/>	
14	No person is taking rest or sitting in the vicinity of cargo operation or stack	<input type="checkbox"/>	<input type="checkbox"/>	
15	Proper securing and lashing of cargo of stack for accidental rolling/collapse as well as during transportation of cargo from handling point to offloading point.	<input type="checkbox"/>	<input type="checkbox"/>	
Lifting supervisor Name:				
Signature:				

TOOL – BOX – TALK (TBT)

Introduction - A toolbox talk refers to a preparatory meeting that occurs before starting any of any operation.

Objective - Employers have a legal and moral responsibility to ensure that all involved in the operation are made aware about the health and safety issues and are equipped to deal with them. By TBT, the workers involved in the work are made aware about the correct way to carry out their tasks, identify hazards and mitigate them and prepare for relevant contingencies..

Advantages of the 'Tool-Box-Talk' (TBT)- By means of TBT, employees become more knowledgeable about potential dangers and best practices for mitigating risks. Increased safety awareness leads to a more proactive approach to safety and a reduced likelihood of accidents or injuries.

- i) **Development of Safety Culture** - Regular toolbox talks contribute to the development of a strong safety culture. When safety is consistently emphasised and discussed, it becomes an integral part of the workplace culture. Workers are more likely to take safety seriously, look out for potential hazards, and actively participate in creating a safe working environment.
- ii) **Regulatory Compliance** - Toolbox talks help reinforce compliance with safety regulations. By means of TBT organisations can ensure that employees are well-informed and understand their responsibilities when it comes to safety. This promotes adherence to safety protocols, reduces the chances of non-compliance, and helps organisations meet regulatory requirements.
- iii) **Workers engagement to safety** - Engaging employees in safety discussions through toolbox talks fosters a sense of ownership and involvement. When employees feel valued and then, they are more likely to actively participate and contribute to maintaining a safe working environment.
- iv) **Accident Prevention** - By addressing safety concerns or potential hazards before commencement of job and reinforcing safe work practices, workers can proactively identify and mitigate risks before they result in incidents.

Such system builds a robust safety culture, which fosters teamwork, accountability, and a shared commitment to maintaining a hazard-free workplace

The cost of implementing a regular toolbox talk system is minimal, the benefits will include greater awareness, with the potential to reduce accident rates, and possibly even save a life

Module for TBT

Frequency– Before commencement of any operation in each shift.

Responsibility – Supervisor or In-Charge of the Operation of the work.

Batch Size – Maximum 20. If more than 20 workers are working at the site, then it should be split accordingly.

Record to be maintained – Name of the workers attended the TBT with signature of the person who has delivered this TBT.

Duration – Minimum 10 to 15 minutes

Content to be delivered during TBT – Following topics are to be covered related to the nature of cargo handled and method used for handling this cargo:

- i) Discussion on the job to be carried out & methodology adopted for carrying out this work.
- ii) Risk assessment of potential hazards in the operation
- iii) Measures to be taken for minimization of these risks
- iv) Safe working practices during the operation
- v) Safety measures to be taken in cargo stacking or unstacking of cargo
- vi) Safety precautions for handling of hazardous cargo, if any
- vii) PPEs to be used during this operation and its correct way to use
- viii) Safety Measures during working break or lunch break or after work completion
- ix) Detection and reporting of unsafe act /conditions during work
- x) Reporting of any near miss incident or accident or dangerous occurrence
- xi) Availability of firefighting equipment and first aid box
- xii) Availability of stretcher and ambulance or emergency equipment
- xiii) Action to be taken in case of any emergency and assembly point.