

Dear Industry Partners,

Call for companies to conduct Safety Time Out for work activities carried out at anchorages

The maritime industry has seen four fatal workplace accidents at local waters for first half of this year. These accidents involve work on vessels at anchorages and commercial diving.

To address the spate of accidents, the Maritime and Port Authority of Singapore, the Ministry of Manpower and the Workplace Safety and Health (WSH) Council are jointly calling on the industry to conduct a Safety Time Out (STO) at a suitable date between 14 to 31 October 2024. We encourage your company to participate in this STO if you have not done so. This STO will focus on the following areas: work at anchorages and commercial diving activities.

An STO is a planned event whereby companies take time off from their daily work routine to take stock of and review their existing WSH systems, work processes or activities. Companies are to then implement necessary measures to keep safety and health practices in check and uphold good WSH standards.

During the STO, companies can:

- i. Do a walk-about on site that is led by top management to encourage workers to report safety risks and near misses to their supervisors. Ask workers to surface any safety concerns and reassure them that they will not be penalised for doing so. Emphasise to the supervisors and site/project managers that they are responsible to resolve these risks.
- ii. Ensure effective WSH management systems are put in place, by reviewing risk assessments, ensuring that all workers implement risk control measures, and ensuring workers have undergone the relevant WSH training for their roles.
- iii. Identify any new risks that were not factored into the risk assessment, and devise control measures to mitigate these risks. Ensure that these control measures in the risk assessment are being implemented.
- iv. Hold workshops or meetings with employees to recap basic site safety, and how employees can play a part in upholding good WSH standards.

To guide companies in implementing the STO, you can refer to the following list of sample checklists and other WSH resources in Annex A:

1. [Commercial diving](#)
2. [Working in Confined Spaces](#)
3. [Workplace Housekeeping](#)
4. [Working at Height](#)
5. [Working Safely at Heights](#)
6. [Slips, Trips and Falls](#)
7. [Time-out checklist](#) (Generic guide on how to conduct a STO for all industries)

WSH resources can also be found on the WSH Council's [website](#).

Annex A

Ministry of Manpower WSH Legislations

WSH (Risk Management) Regulations

WSH (Shipbuilding and Ship-Repairing) Regulations 2008

WSH (General Provisions) Regulations

WSH (Confined Spaces) Regulations 2009

Maritime and Port Authority of Singapore

Maritime and Port Authority of Singapore (Port) Regulations

[Port Marine Circular No. 34 of 2020 Guidelines for Safe Transfer of Persons between Vessels at Anchorages](#)

[Maritime Safety Resources](#)

Singapore Standard

SS 511 : 2018 Code of Practice for Diving at Work

SS 568 : 2011 Code of Practice for Confined Spaces

Workplace Safety and Health Council

[Code of Practice on WSH Risk Management](#)

[Technical Advisory on Working Safely in Confined Spaces](#)

Guidelines / Guides:

[WSH Guidelines on Inland/Inshore Commercial Diving](#)

[WSH Guidelines on Workplace Housekeeping](#)

[Guide to WSH Obligations for Shipmasters and Contractors for Anchorage Works](#)

[Guide to WSH for Service Providers on Safe Working on Ships at Anchorages](#)

Case studies:

[Case studies booklet on working in and around water](#)

WSH posters:

[6 Basic WSH Rules for Confined Space Entry](#)

[Safe boarding of vessel](#)

WSH Insights and Articles:

[Safe Entry into Confined Spaces](#)

[Preventing Slips, Trips and Falls](#)

[Proper Selection and Use of Life Jackets can Save Lives](#)

Videos:

[Safe Boarding of Vessel](#)

[Safety in Confined Spaces - Case Study and Lessons Learnt](#)