



Near Miss Reporting System

Company: RAM SVEIS OG BEMANNING

1. Purpose

The purpose of this Near Miss Reporting System is to establish a proactive approach to identifying and mitigating potential hazards before they result in incidents. By encouraging the reporting and analysis of near misses, RAM SVEIS OG BEMANNING aims to enhance its health, safety, and environmental (HSE) performance and foster a culture of safety and prevention.

2. Scope

This system applies to all employees, contractors, and visitors involved in RAM SVEIS OG BEMANNING's operations.

3. Definitions

- **Near Miss:** An event that, under slightly different circumstances, could have resulted in harm to people, damage to property, or environmental impact.

4. Responsibilities

- **Employees:** Responsible for reporting near miss events immediately upon recognition.
 - **Supervisors:** Facilitate the reporting process, conduct preliminary assessments, and ensure that reports are submitted to the HSE department.
 - **HSE Department:** Manage the near miss reporting system, analyze reports, identify trends, and implement preventive measures.
 - **Management:** Provide the necessary resources and support to address the root causes of near misses.
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5. Near Miss Reporting Procedure

5.1 Reporting

1. **Immediate Action:** If encountering a near miss, take immediate action to make the situation safe if possible.
2. **Notification:** Notify your immediate supervisor of the near miss as soon as possible.
3. **Documentation:** Fill out a Near Miss Report Form. Include details such as date, time, location, a description of the event, potential outcomes, and any immediate actions taken.

5.2 Investigation and Analysis

1. **Preliminary Assessment:** The supervisor conducts a preliminary assessment to understand the event's circumstances and potential risks.
2. **HSE Department Review:** The HSE department reviews the report, conducts further investigation if necessary, and analyzes the event to identify root causes and trends.
3. **Recommendations:** Based on the analysis, the HSE department recommends preventive measures to avoid recurrence.

5.3 Implementation of Preventive Measures

1. **Action Plan:** Develop an action plan to address the identified risks and prevent similar events.
2. **Monitoring:** Monitor the implementation of preventive measures and assess their effectiveness over time.

5.4 Feedback and Communication

1. **Feedback:** Provide feedback to the reporting individual and the wider organization about the reported near miss, investigations, and actions taken.
2. **Awareness:** Use the near miss as a learning opportunity to raise awareness and educate employees about potential hazards and the importance of reporting.



6. Documentation and Record Keeping

- Keep records of all near miss reports, investigations, and corrective actions taken. These records should be accessible for review and analysis to identify trends and areas for improvement.

7. Training

- Conduct regular training sessions for all employees on the importance of near miss reporting, how to report near misses, and how these reports contribute to improving workplace safety.

8. Review and Continuous Improvement

- Regularly review the Near Miss Reporting System to assess its effectiveness in identifying and mitigating risks. Update the system as necessary to improve its functionality and the safety culture within RAM SVEIS OG BEMANNING.

Contact Information

For additional information or to submit a near miss report, contact:

- **HSE Department:** norway@rammultiinvest.com +47 998 86 943
- **Immediate Supervisor:**

By implementing this Near Miss Reporting System, RAM SVEIS OG BEMANNING is committed to maintaining a safe and healthy workplace, actively preventing incidents, and fostering a culture of continuous improvement in health, safety, and environmental management.

Approved by CEO *Olteanu Radu*

Document nr:0007

Date:01.05.2024

Revision:01

Revised by:Olteanu Radu