



NOTICE 31-2024: Implementation of Virtual Health, Safety and Environment Orientation

October 8th, 2024

PLIPDECO wishes to advise that effective **October 14th, 2024**, its Health, Safety and Environment (HSE) Orientation Program for port users, contractors and hauliers will be conducted virtually.

This virtual program shall provide a comprehensive introduction on hazards, safety rules, regulations and emergency procedures in a convenient online format.

In our commitment to a safe and healthy work environment, all representatives conducting work at the port or any of PLIPDECO's facilities, must complete this mandatory session annually.

The current appointment system and the signing of attendance will therefore cease. The new virtual platform will allow for completion of the orientation in a minimum timeframe and at the user's convenience on any computer, laptop or smart mobile device. Participants must ensure that they have access to a stable and reliable internet service to complete the online orientation.

Steps for accessing and completing the HSE orientation

1. Send an email to **hse@plipdeco.com** with the following details:
 - Name of company
 - Name(s) of participant(s)
 - Job title(s) of participant(s).
2. Senders will receive a link to the orientation with instructions that can be shared with staff.
3. A **100% pass rate** is required to successfully complete the orientation.

Important notes

1. Companies must ensure that their employees are kept up to date with their orientation status through PLIPDECO's HSE Department.
2. Individuals who have not completed the HSE orientation will be denied entry to PLIPDECO's facilities.
3. No exemptions will be granted for this mandatory orientation.
4. All security entry requirements for obtaining port passes (persons and vehicles) remain the same, and as such, users will be required to comply with the above for entry to the port.

We look forward to your participation. Please feel free to contact PLIPDECO's HSE Department at **636-2201 ext. 2092** or via email at **hse@plipdeco.com** for any clarification.

Sincerely,

**Marketing and Business Development Department
PLIPDECO**