



Lusail Real Estate Development Company

Health, Safety, Security, Environment, Logistics & Quality Department


Lusail Operation Safety Procedural Forms/Checklists – Developer Handover Checklist

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COMPANY PROPRIETARY INFORMATION

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 Handover Checklist			
Project:	Insert Project Name	Date:	
Description:	Insert Project Description	Plot no.:	Insert Project/BR no.
Location:	Insert Location	Bldg. No:	Insert BN.(s)
Project Manager:	Insert PM's Name		
Principal Consultant:	Insert Principal Consultant		
Builder:	Insert Builder's Name		
Client :	Insert Client Company, Phone Number and Email address		

Safety				
Reviewed By:		Date:		
Description	Yes	No	NA	Comments
Management				
1. MSDS of any residual hazards that should be managed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Identification of any hazardous materials used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Finishing-off / Remedial Works				
1. The nature, scope and duration of any finishing-off work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. How will this work be managed and by whom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Will the site will be split up, and access controlled, to safeguard construction workers as well as clients' employees and/or members of the public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Performance				
1. Safety (SMR's) Close Out Reports – all completed ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Any respective Incident not yet closed ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Any other issue with neighboring plots ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

4. Settlement of Safety Performance Deduction – if any?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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Additional Comments – if any?

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Supporting Photographs (Please reference photographs according to ledger)

Environmental				
Reviewed By:		Date:		
Description	Yes	No	NA	Comments
Site Installation Removal				
1. Removal of Storage tanks/ containers and other site related installations (fence, barriers, porta-cabins etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Removal of Sewage tanks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Removal of Workshop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Removal of temporary dewatering infrastructure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Management / Disposal of Wastes				
1. Hazardous wastes (i.e. chemicals, empty gas cylinders, contaminated soil etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Non-hazardous wastes (i.e. woods, steel, cardboard, plastics etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Track records of all disposed wastes in order ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Management / Removal of Materials				
1. Excess construction materials on site (i.e. cement, blocks, woods, steel etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Excess or unused paints/fuel/chemicals on site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Any Pollution / Contaminated Land Remediation Issues				
1. Contaminated soil removed and replaced to its original form?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Is there any discernible smell and/or soil discoloration that could indicate a pollution?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Any other pollution affecting the site	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Performance				
1. Environmental Close Out Reports – all completed ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Any respective Incident not yet closed ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Any other issue with neighboring plots ?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Settlement of Environmental Performance Deduction – if any	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Additional Comments – if any?	
Supporting Photographs (Please reference photographs according to ledger)	

Fire				
Reviewed By:		Date:		
Description	Yes	No	NA	Comments
Management				
1. Building specification and use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Copy of fire service contract	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Copy of QCD final approvals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Soft and hard copy of fire service approved drawings including as built (if there is).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Soft copy of fire detection systems.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Copy of fire service inspection and maintenance agreement (if there is).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Property management and contact number (if there is).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Additional Comments – if any?				
Supporting Photographs (Please reference photographs according to ledger)				

ENDORSEMENTS		
<i>The contents of this Developers Handover Checklist are hereby endorsed by:</i>		
<i>Safety Manager</i>	<i>DATE</i>
<i>Environmental Manager</i>	<i>DATE</i>
<i>Fire Prevention Manager</i>	<i>DATE</i>
<i>HSSELQ Director</i> Waleed Al Khal Fakhroo	<i>DATE</i>