Contractor Competency assessment form (Star rating system) - Annexure "8"

Form No:SAFETY/FORMS/CSM/08 | Revision No:06 | Effective Date :1st Nov 2019

CSMS TOTAL SCORE	**662**	**CSMS RATING :**	**3 Star**
Organization name	M/S. Sirivennela Engineering Works (S0T0)	**Assessment team :**	
Contractor Proprietor Name	Mr. G Giri Babu (Propritor)	**Team Leader :**	Mr. Nirmalendu Barui; DNV
Organization Registered Address	**Poluru , Kanchali, Sirikloma ,AP , Pin Code No. -532291**	**Team Member :**	Auditee: 1. Mr.Banamali Majhi - Site Incharge 2. Mr.Bijaya Kumar Das - Safety Supervisor.
TSL representatives (CA/ CO /Mentor / Local safety professional)	1.Mr. Sanjay Sharma (P. No.158641).	**Date of Assessment**	09.07.2025 9.30 AM
Vendor Code	S0T0	**Comments by Assessor :** **Health & Safety Policy has been well placed. Compliace of the previous assessment are evident . OFIs to be done in a more systematic way for continual improvement in safety management system. Report system to be**	

Active work order numbers with Department	**Work Order No.1: 4200002847 valid till 02.03.2026**	**Department: Engineering & project**	**CO Name: Mr. Sanjay Sharma (P. No.158641).**
	Work Order No.2: 3800022477 valid till 31.10.2025	**Department : Engineering & project**	**CO Name:.Mr. Sanjay Sharma (P. No.158641).**
	Work Order No.3:	**Department :**	**CO Name:**
	Work Order No.4:	**Department :**	**CO Name:**
Audit Location:	**TSK - E & P**		

Risk Parameter: (Risk of job where contractors to be engaged)	✓	**High Risk :**
		Low Risk :
		Both :
Type of Contract		
Manpower contract		
Supervision contract		
Set apart contract		
Transient contract		
Other Services(Mechanical Structure	✓	Mechanical Structure Erection & Assembly Project work activity

Tick the type of work the company is capable of undertaking :

Civil, Structural & Building Maintenance		Lifting equipment Maintenance and Services		Utility Services	
Cleaning Services		Mechanical Maintenance and services		Electrical Maintenance and Services	
Instrumentation Calibration and Testing		Catering Services		Transportation and Material Handling	
Waste materials / slag / reclaiming & disposal		Manpower supply		Mining related activity	
Lifting, Loading, Unloading, feeding & packaging		Road maintenance		Rail maintenance	
Any Others, please specify (Mechanical Structure Erection & Assembly work	✓	Mechanical Structure Erection & Assembly Work			

1.What is total manpower strength of your organisation working in Tata Steel?	74 Nos.
1.1. Number of Supervisors and their qualifications (Attach list):	Site Supervisor - 5 nos.
1.2. Number of certified and skilled employees (Please attach list of employee with skill level):	Skilled - 46nos.
1.3. Number of unskilled employees:	un skilled - 19 nos.
1.4. Number of Site Safety Supervisors and their qualifications (Attach list):	Safety Supervisor: - 4 no.
2.Total Value of Contract in currency as applicable with Tata Steel: Example in Rupees: (less than 5 Lacs / 5 to 25 lac/ 25 lac to 1 crore, and above 1 crore If more than 1 crore, mention exact value).	Rs. 4.48 Crores
3. Name of the departments/locations where you are currently engaged in Tata Steel:	TSK-E & P
4. Organisational Structure of your organisation: (e.g. MD, GM, Managers etc.)	Proprietor

Evaluation Criterion for Star Rating and Safety Performance Evaluation

0 = Process not yet started/ No System.

1 = Poor- Weak Safety system and process, weak or no system of Lead Indicator identification, reporting and compliance monitoring; little awareness; minimal or no ownership and commitment. (Survival)

2 = Reasonable- Some system & process exist; inconsistent system of Lead Indicator identification, reporting and compliance monitoring; awareness may be present, but implementation of this aspect is haphazard or not evident at all. (Reactive stage)

3 = Good- Safety Management system & process exist and documented; improving trend of system of Lead Indicator identification, reporting and compliance monitoring; system is implemented at the minimum levels; ownership and commitment visible at some extent. (Dependent stage)

4 = Very Good- H&S Management System is addressed systematically, documented and updated regularly, reaching the respective targets regularly; good system of Lead Indicator identification, reporting and compliance monitoring; integration with other activities is at high levels; felt and visible ownership and commitment. (Independent stage)

5 = Excellent- Can be recognised as a leader in this particular aspect of the H&S Management System; everyone is involved and high levels of integration and ownership & commitment are demonstrated.; continuous improvement is evident. (Interdependent stage)

Assessment Frequency: Once in two years(within 24months) for the 4 & 5-Star rated vendors and once in a year(within 12 months) for 3 -Star rated Vendors from the date of the previous assessment .
Assessment reports must be logged in 'ENSAFE-IT SYSTEM' by the CA/ CO within 4 days after receiving report from central safety team. [Refer to DOC. NO.: SAFETY/PROC/CSM/ 01, SAFETY/PROC/CSM/ 02]
NOTE: [(5 Star- 850-1000), (4 Star-750-849), (3 Star-650-749), (2 Star- 550-649), (1 Star- 450- 549), (No Star- Less than 450)]
All the requirements will be evaluated in a scale of 0 to 5 which will be weighted for Star rating score calculation.

Attributes	SN	Criteria Requirements	Guideline for audit	Expected Aspects	Evaluation stat	Actual score	Remarks
	1.1	Safety & Health Management System (Policy & Principles, Safety Manuals, Safety Organization) (Safety manuals – (Look for HIRA or JHA document, Legal compliance system, Emergency Planning system, Safety dash board, Safety audit & review system, Operational control, Asset Management).	0. 0% :No system exists.	# No system exists- no policy , no organization structure.	2	20	CSMS manual is available with the company, Vide document no. SEW/CSMS/MAN-01 ,effective form 1.9.2023 , rev. No. 00 Dated nil are evident .
			1. 20% : Documented Safety and Health management system exists and organizational structure exists.	#Documented Safety and Health management system exists and organizational structure exists- safety manual (policy, procedure, objectives,OCP,hazard & risk assessment-GRA/HIRA, JHA, SWP,SOP, emergency preparedness & response plan), organization structure (roles and responsibility , competence management)			Health, Safety & Environment Policy has been prepared by the company, it is translated into regional language (Hindi / Oriya) and displayed at site office confirmed during during site visit . Safety policy is available signature of authrised person is there. SMART Safety Objective are made based on Lag indicator and lead indicator Sample SWP is evident . Four nos. SWP is exist. Pictorial SWP are evidenced JHA has been prepared by the company for assisting Mechanical Structure Erection & Assemblywork activity . Job related hazards like , seasonal hazards , have not been identified . PA on this particular JHA are not eviident. Hierarchy of hazard control measures are not adequately found in JHA . Safety dash board is evident for the Year 2024-25.As per the safety dash board record- FAC/LTI is Zero recorded in safety dash board in the month of June, 2025. Organizational structure is available and roles & responsibility are identified for the for worker .Apart from main JD, Safety is one of the JD which is mention in manual and appointment letter .. Emergency preparedness & response plan is exist .Emergency preparednes plan are evident for Fire,Power Failur ,Electrical Shock, gas leakage, ,Spilage of Hazardous materials , collaps of building / structures, natural calamity like storm, wind, lightning, flood earth quake etc.
			2. 40% : Regular Audits done through Internal & External agencies.	# Regular Audits done through Internal & External agencies- audit done at planned interval either internal or external in reference to requirements / criteria (CSMS,OHSAS OR other safety management system)			Summery of internal Audit plan and scedule are exist. Weekly severity audit and 5S check list based audit , PPE audit,tools & tackles audit are evidenced. Audit done and documented plan are evidenced , plan for internal Severity Adit as per standard exist on18.6 .2025 documentary evidence has been produced during document verification. Internal severity audit have been conducted by the company on 3.6..2025 . CAPA done accordingly and record found ,report evidenced on 3.6.2025. Self severity audit done on 24.6.2025 , 28.5.2025 .17.3.2025 . CAPA are evident . Some cases identification of severity rating 2 & 3 are wrongly placed eg.5.7.2025,31.1.2025. Awareness need to be improved to auditees in this regard .
			3. 60%: Evidence exists for Corrective and Preventive action taken along with improvement regularly.	#Evidence exists for Corrective and Preventive action taken along with improvement regularly- based on audit presence of corrective and preventive action along with root cause analysis.			Corrective and preventive action of severity internal audit are exist, and other safety audit are available like 5S . CAPA for severity 3 are evident but not done systematically .Root cause has not been done on why why analysis . CAPA has to be prepared but Somewhere preventive part is not fully taken care off spacially for rating 3 observation. Some where BBS part & system part is missing .
			4. 80%: Continuous improvement in the system based on feedback of Audits.	# Continuous improvement in the system based on feedback of Audits - improvement in objective (leading & lagging indicator), & evidence of continual improvement trend.			Continuous improvement trend analysis in regards of lead indicator & lag indicator for month wise to be developed to show continual improvement of the organization .No continual improvement trend has been prepared based on the audit findings for the last FY. It should also be prpeared based on the set objectives and target which is missing.

			5. 100% participation of all employees along with all of	# participation of all employees along with all of above - evidence of participation in tool box talk, safety meeting, safety			
	1.2	Documented procedure on selection, deployment of skilled and Certified employees. Job description, Roles & Responsibilities to be available mentioning safety as one of the mandatory requirement (Which institute ,Type of skill training like Mechanical, Electrical etc..)	**0.** 0% :No system exists.	# No system exists - No procedure for selection and deployment of skilled and Certified employees			Selection procedure of employees is available and selection has been done on CSM standard
			1. 20% : Benefit of Safety Certification given at the time of employment	# Benefit of Safety Certification given at the time of employment - whether safety supervisor, project manager have undergone any formal certified safety courses (OHSAS, NEBOSH,RLI/CLI			Company has engaged one number of safety professional at site Mr. Bijaya Kumar Das Safety certificate of safety professional is evident.
			2. 40% : Existing Personnel encouraged undertaking safety courses.	# Existing Personnel encouraged undertaking safety courses - company initiated , sponsored safety training.			Company initiated Sponsored safety courses has been provided to all the site employees through TSL.Site Safety supervisor Mr. Bijaya Kumar Das is responsible for safety personnel at site , having site safety supervisor certificate from TSL are evident. Safety aspects are identified in the Manual and appointment letter, sample record is evident during interview. The training certificate on emergency preparedness & response plan from the M/S Sirivennela Engineering Works is evident for the safety personnel. some formal certified safety related courses to be conducted.
			3. 60% : Safety a mandatory requirement for engaging all employees.	# Safety a mandatory requirement for engaging all employees - safety aspect in job description, appointment/employment contract.	3	30	Safety certification on Post Diploma in industrial safety are evident of Mr Bijaya Kumar Das and RLI/NEBOSH (International General Certificate) is not evident for safety supervisor .Company initiated Sponsored safety courses has been provided to the site employees through TSL. Site safety supervisor training certificate conducted by TSL are evidenced. Safety aspects are identified in the appointment letter, sample record is evident during interview. The certificate for " BSc and post Diploma in industrial Safety " is evidenced for Mr. Bijaya Kumar Das .
1.Planning of Safety System & Process			**4.** 80% : Documented Safety certification requirement beyond a certain level in the hierarchy	# Documented Safety certification requirement beyond a certain level in the hierarchy - safety certification course by safety supervisor project manager & above.			safety Course for the employee under M/S Sirivennela Engineering Works are evidenced . However safety certification having exemplary records beyond a certain level in the hierarchy to be improved.
			5. 100% : Positions beyond a certain level can be occupied by personnel having exemplary safety	# Positions beyond a certain level can be occupied by personnel having exemplary safety records and having safety certification - evidence of safety competence of top management , excellent safety record.			
	1.3	Documents showing safety planning process for safe execution of jobs- JHA document, Audit plans, planning for tools & equipments,Job execution plan, work permit system, Method statement	0. 0% : No system exists.	# No JHA in place			JHA is in exist . JHA is prepared based on SOP.
			1. 20% : Job hazard Analysis exists for 25 % of the jobs. No evidence of preventive and corrective	# 20% Job takes into account of JHA, but no corrective and preventive measures in place			JHA is prepared based on SOP. Mitigation Plan is evidenced .
			2. 40% : Job hazard Analysis exists for 50 % of the jobs. No evidence of preventive and corrective	# 40% Job takes into account of JHA, but no corrective and preventive measures in place			JHA has been designed by the company same has been verified during assessment .
			3. 60% : Job hazard Analysis exists for 50 % of the jobs. The jobs are well planned and evidence exists of Safety features at	# 60% Job takes into account of JHA, with preventive measures planned w.r.to potential hazard identified	3	30	JHA has been prepared by the company for assisting XXX work activity . Job related hazards like , seasonal hazards,location specific hazard , have not been identified . PA on this particular JHA are not eviident. Hierarchy of hazard control measures are not found in JHA .
			4. 80% : Job hazard Analysis exists for 75 % of the jobs. The jobs are well planned and evidence exists of Safety features at	# 80% Job takes into account of JHA, with preventive measures planned w.r.to potential hazard identified			Preventive measure with respct to potential hazards are identified in JHA . Why why analysis are not evident for CAPA. Somewhere multiple hierarchy control measures to be included to overcome the associated hazard as per the activity.

		5. 100% : Job hazard Analysis exists for 100 % of the jobs. The jobs are well planned and evidence exists of Safety features at	# 100% Job takes into account of JHA, with preventive measures planned w.r.to potential hazard identified			
1.4	System and processes for training on Safety standard, Behavioural based, Job specific, skill development, emergency preparedness for employees and supervisors.	0. 0% :No system or	# No system or process exists -	4	40	System available of providing training to the employees.
		1. 20 %: Documented system and process exists along with training organizational structure	# Documented system and process exists along with training organizational structure and infrastructure - Organization has defined personnel for training , training infrastructure			TNI for all employee has been not been identified which to be developed & Training plan is evident in terms of activity plan, . Training matrix are identified separately for site supervisor, safety supervisor & site in charge, technician etc.
		2. 40 %: Along with above a training records maintained on all SOPs.	# Along with above, training records maintained on all SOPs - Training on SOP given with evidence/record.			Records of training is evident. BBS training conducted by the management on 26.6.2025 , Raoad safety training done on6.1 .2025, MaterialHandling training done on 7.4.2025 , ERP traning conducted on 29.5.2025 are evident during document verification. System of evaluation on the training effectiveness have been identified in the evaluation sheet .Training effectiveness has been evaluated based on Pre/ post test. Feed back form is evidenced . Training system related(Work at Height) on 5.5.2025 to track line safety and precautionay measures.
		3. 60%: Along with above SOPs getting revised based on feedback continuously	# Along with above SOPs getting revised based on feedback continuously - revision on SOP based on feedback (training effectiveness)			SOP getting revised based on Tata steel side.and based on their employee feedback - Last revised on 1.4..2025
		4. 80%: Along with above pictorial SOPs displayed at site in regional languages for better understanding of	# Along with above pictorial SOPs displayed at site in regional languages for better understanding of all employees - pictorial display of SOP (in regional language)			Visual SWP is displayed at site and produced during the time of document verification.
		5. 100%: Along with the above employees display an exemplary	# Along with the above employees display an exemplary understanding of all SOPs at site - interview / discuss during site visit.			Exemplary understanding in regard of SWP need to be improved .
1.5	System for two way communication (Top – Bottom – Top) between contractor leadership and their workforce (Proprietor engagement in line walk, Safety meeting etc.).	0. 0% : No system or process exists.	# No system of communication	2	20	System available of two way communication in the form of Tool box meeting, Safety mass meeting & Line walk.
		1. 20 %: Documented system and process exists for communication between all levels of Contractor leadership and their workforce Visual	# Documented system is in place for internal communication. MoM available as record/display in office			Internal communication like Tool box eeting , Safety mass meeting , line walk are planned .
		2. 40 %: Along with the above evidence exists of leadership team visits and discussions and action.	# Documented system is in place. Evidence of Leadership team visit, discussion and action exist			Mass meeting has been conducted dated on 30.6.2025 . Agenda of mass meeting are defined by the company and MOM are not recorded, Agenda of Mass meeting discussion about Sharing of incident / accident Work at Height ,etc. Involvement of top mgmt in the line walk has been found as confirmed during the assessment. Line walk have been evident. e.g. Line walk conducted on 25.6.2025, & 24.5..2025. MOM of Mass meeting are not evident . Feedback systems to be incorporated in line walk. Employees suggestion are documented by the company in mass meeting .
		3. 60%: Along with the above evidence exists of leadership team and the proprietor visits and	# Along with above top management involvement in implementation action exist (evidence is must)			TOP mgmt are involved in mass meeting , line walk , MOM are not recorded on 13.5.2025 of Mass meeting. Meeting agenda was - Road safety Beat the the Heat etc.
		4. 80%: Along with above record of improvements undertaken as a result of such communication and	# Along with evidence exist w.r.to feedback and communication on action			Feedback systems are to be incorporated in line walk and it should be taken from the bottom end. Only output has been taken and compliance that has fulfilled as per their output- Some feedback system from the bottome end are to be taken accordingly.

			5. 100%: Along with the above recognition and reward for participants for such communication exists	# Along with above reward/recognition mechanism exists for participation/ suggestion on action (evidence/record)			Suggestion on action evidence not adeqately documented.
2.Implementation Safety system and Process	2.1	Capability of Workforce, (Skilled, Certified Competent Supervisor, Site Safety Supervisors and manpower etc.) Verify through site visit and Interview.	# Deployment of Skilled & certified vendor employees (supervisors, site safety supervisors and workman as per the job requirements) from JNTVTI or other TSL	a) Deployment of below 70% certified employees at site,	10	10	
				b) Deployment of 70- 90 % certified employees at site & having up to 15-30% employee in gold & platinum			Certification of supervisors found appropriate. All the enagged person at site have valid gate pass which is issued after having Medical check up report .
				c) Deployment of 90- 100% certified employees at site with right skill in right job & having 30-50 % employee in			
				d) Deployment of 100% certified employees at site with right skill in right job & having more than 50 % employee in			
			# Hazard identification and Risk assessment :Inclusion of site specific , job specific and adequate six directional hazard in Work permit .Job Hazard Analysis by contractor supervisors .Learnings from JHA incorporating in 'SOP'	a) Inadequate hazard identification and poor implementation of safety measures mentioned in work permit, Score – 0	5	5	
				b) Inclusion of Job specific, site specific hazards & safety measures mentioned and addressed adequately in work permit , Score – 5 marks			Hazard identification doucment in place and being reviewed and updated on timley basis. Learning from previous incidents reflecting in SOP. Site specifice six directional job hazards entered in the permit copy Name of the person are atched in work permit .This has to be communicated to the workers engaged there during Tool box talk and recorded.
				c) Job specific, site specific hazards and safety measures mentioned adequately in work permit and known to the			
			# Compliance to deployment of applicable safety standards at site as mentioned in "SOP" and permit system	a) Non-compliance captured with respect to applicable safety standard , SOP and permit system , Score - 0 marks	10	10	
				b) Non-compliance captured with respect to only one aspect (applicable safety standard , SOP or work permit			Barrication and relevant safety standard are deployed at running audited site as per the SWP. Permit system found adequate .
				c) 100% compliance to applicable safety standards , 'SOP' & work permit system , Score - 15 marks			Visual SWP displayed at work site .
	2.2	Conducting Tool box ,mass meeting regularly and leadership engagement(Contractor proprietor line walk). (Verify through Records , Interview & site visit)	# Conducting Tool Box meetings daily at all sites of location by site supervisors , site safety supervisors .	a)In adequate records on Toolbox meetings and participation below 80% in Tool Box meetings,	10	10	
				b) Maintaining adequate records & 100% participation of work men &supervisors in Tool Box meetings, Score – 10 marks			Tool box talk and Mass meeting done in presence of Site supervisor and site safety supervisor and recorded in proper manner.Records of Participation of proprietor in line walk was also available and record maintained properly.
				c) Compliance of tool box meeting points being			
			# Participation of Proprietor / Locational in charge in Line walks and Monthly mass meetings and maintaining records	a)Below 80% compliance of monthly line walk &	10	10	
				b) Monthly compliance of line walk & safety mass meeting & record available - 10 marks			Daily job plan, identified Hazrads with their mitigation plan discuseed with the engaged workers and also recorded in proper manner and signature from each person taken in the attendance sheet.
				c) Monthly compliance of line walk by proprietor being captured in E Proc (IT system)) & mass meeting record			
				d) compliance of line walk & mass meeting points , 20			
			# Effectiveness of line walk , tool -box meeting & safety mass meeting	a) Compliance of learning of the Incidents of the department /division /location , is less than 80%– 0	5	5	
				b) Compliance of learning of the Incidents of the department /division /location , compliance is 80-94%%– 5marks			Tools box talking being done on daily basis. Points started being captured and necessary actions ensured .Feedback system are not evident in line walk . During interview with the employees it is revealed that work place safety to be improved among the workers.
				c) Compliance of Learning of the Incidents of the department /division /location , compliance is more			
	2.3	Providing & ensuring usage of standard (IS/EN) and right PPEs while performing the job. Ensure timely replacements. (Verify through site visit and Interview).	# Hazard mapping with respect to location specific and usage of applicable and standard PPEs by contractor employees at working site	a)Hazard mapping not available ,score – 0 marks	10	10	
				b) Availability of Hazard mapping with the current job requirements but non-compliance related to use of PPE observed, score – 10 marks			Site specifice hazards identified and entered in the permit copy with their mitigation plan and also communicated to the workers engaged there during Tool box talk and recorded.
				c) Availability of Hazard mapping and 100% employees using required and standard PPE ,score – 20 marks			
			# Physical condition of	a)Some of employees using defective PPE ,			

		PPE using by employees at working site	b) 100% employees using non defective PPE ,score - 20 marks	20	20	Physical condition of PPEs of the enaged worker checked during site audit and found as per the standard.Records also avaible for the timely issue of PPEs as on requirement/ Damaged condition.
		# Regular audits on usage of PPE by supervisors and	a)Poor compliance on Audits on PPE usage and			
			b) Regular audits by supervisors with specified frequency and review by vendor on monthly basis ,	10	10	Regular audit records shown by the Site safety supervisor as per the prepared schedule plan and timely replcement done in case of damaged/requirement.
2.4	Providing & ensuring safe usage of standard, certified and right tools & tackles, equipment's and calibrated safety gadgets (e.g. Gas detectors) while performing the job. (Verify through Records and Site visit)	# Availability and usage of applicable and standard tools & tackles by contractor at working site	a)List of Standard, applicable Tools & Tackles			
			b) List of Standard, applicable Tools & Tackles available but non-compliance observed at site, score – 10 marks	10	10	Audited the available tools and tackles at site and found as per the standard.
			c) List of 100% Standard, applicable Tools & Tackles available and no non-compliance observed score – 20			
		# Physical condition & legal compliance of applicable tools-tackles & equipment at working	a)Legal compliance not followed and poor condition of Tools & Tackles , score – 0 marks			
			b) 100% Legal compliance being followed and all the Tools & Tackles are defective free ,score - 20 marks	20	20	Available tools and tackles at site and found as per the standard .TPI certificate of tools &ntackles are checked ane found satisfactory.
		# Tools & Tackles based audit by contractor's	a)Poor compliance of audits and review , score			
			b) Regular audits by supervisors with specified frequency and review by vendor on monthly basis ,	10	10	Audit report on tools and tackles shown by the Actual plan of the audit also complied with the prepared Schedule plan.
2.5	Ensuring a good housekeeping free from any slip / trip / fall hazards at working sites. (Verify through site visit)	# Working sites house keeping maintained in systematic approach .Material storage area,	a)Poor house keeping at site ,score – 0 marks			
			b) 100% compliance to excellent House keeping at site , storage & contractor shed , score – 15 marks	15	15	Houskeeping of the site was maintained in systemenatic manner.Visited the site where the all materials stacked at designated place and in correct order.
		# Implementation of 1S ,2S at site.	a)Concept of 1S & 2S not followed , score – 0			
			b) Deployment of 1S & 2S at site, storage & contractor shed ,score - 15 marks	15	15	Implementation of Sorting are in place. Different item are placed seperatly and stacked in proper order. 1S & 2 S maintained at site .
		#and approach for 5S concept at working sites . Check list developed on 5s and	a)Poor compliance of audits and review , score			
			b) Regular audits by supervisors with specified frequency and review by vendor on monthly basis ,	10	10	Standard checklist are not maiantained for the 5S audit and also not implemented at site.
			C) Concept of 5 S & Visual workplace management is			
2.6	Self-Safety Initiative / Project by contractor for Safety Improvement	# System of safety improvement projects exist and known to 100% supervisors. Involvement of top management in self	a)System not exist and poor engagement of top			
			b) System exist for capturing suggestions by employees and other stake holders related to safety improvement projects & involvement of top leadership in implementation of safety improvement projects score – 10 marks	10	10	Self safety initiatives being taken based on mass meeting and brainstroming among workers. New ideas implemented to imporve track line safety . Previous records of the same shown by the supervisor.
		# Safety improvement projects implemented at working sites	a)Less than 4 nos of safety improvement projects			
			b) Minimum 4 safety improvement projects implemented - 20 marks	20	20	4 Nos of safety improvement project are evident for provision of Gas cutting Torch Stand , Welding Holder Stand , Compressor used for Cleaning Welding M/c ELCB fixed in Welding M/c have been implemented
		# Safety projects to improve system related gaps	a)Less than 2 nos of system related safety improvement projects in a year, score -0 marks			
			b) Minimum 2 nos. System related safety improvement project implemented , score - 10 marks	10	10	2 Nos of System related initiative taken by the vendor management team and implementation done at site. E.g. Blinking light fixed on Helmet , Helmet stand , which have been implemented
			c) Confirmation of Implementation of all types of safety improvement projects in field by CO /TSL			
3.1	Contractor safety audit by the contractors' supervisor and site safety supervisors	0. 0% -System does not	# No safety audit done			System available for conducting self safety audit
		1. 20%-Regular self-audits not done.	# Safety audit done on adhoc basis (no audit plan, no checklist)			Check list of self safety audit & respective Audit plan are evidenced

		in the field. (Verify records)	2. 40% -Audit done occasionally but no record found	# Safety audit done with no record	3	24	Summery of internal Audit plan and scedule are exist. Weekly severity audit and 5S check list based audit , PPE audit,tools & tackles audit are evidenced. Audit done and documented plan are evidenced , plan for internal Severity Adit as per standard exist on18.6 .2025 documentary evidence has been produced during document verification. Internal severity audit have been conducted by the company on 3.6..2025 . CAPA done accordingly and record found ,report evidenced on 3.6.2025. Self severity audit done on 24.6.2025 , 28.5.2025 .17.3.2025 . CAPA are evident . Some cases identification of severity rating 2 & 3 are wrongly placed eg.5.7.2025,31.1.2025. Awareness need to be improved to auditees in this regard .Procedure of severity ratings are identified for the identified unsafe observations. Review mechanism to be developed for the unsafe observations.
			3. 60% -Regular audit done but record not in place.	# Safety audit done as per plan, but no record			Unsafe observations are captured by the company on weekly basis, and the severity ratings 3 are found for the reported unsafe observation in TSL prescribed format. weekly audit and other self severity audit are evidenced . CAPA for severity 3 are evident .Root cause has to been done with why why analysis. CAPA has been prepeared for severity rating 3 observation . Some where BBS & system part is missing .
			4. 80%-Regular audit done, record is in place	# Safety audit done as per plan, report available with CAPA			Repetitive violation has been captured in site safety audit report but CAPA needs to be taken of procedure violation
			5. 100%-The same points are not recurred in the next audit	# Safety audit findings are not repetitive (effectiveness of audit)			Audit conducted for capturing unsafe acts & conditions for safety improvement of the organization. Somewhere rating of 2 and 3 are repeatative in nature.
3.Checking of safety system and process.	3.2	Corrective and preventive action on self-audit report specifically on 4 & 5 severity potential. (Verify records & site visit)	0. 0%: No system	# No CAPA	3	18	System available of taking CAPA of audit done.
			1. 20%: System for identification of unsafe practices of severity 4 & 5	# CAPA covers unsafe practices of severity 4&5			Weekly Audit and CAPA for severity 3 are evident . As per the documentary record CAPA are evident for severity rating 3 , No rating of 4 and 5 severity has been seen.
			2. 40%: Structured review mechanism for unsafe practices of severity 4 & 5.	# Review of CAPA of unsafe practices of severity 4&5			System available of taking CAPA for severity 3 violation same has been verified during assessment, records of CAPA taken are evident during assessment but CAPA needs to be taken of all captured procedure violations.
			3. 60%: Systematic process of correction of all unsafe practices of severity 3, 4 & 5 exists.	# Systematic process of correction of all unsafe practices of severity 3, 4 & 5 exists.			Corrective and preventive action of severity internal audit are exist, and other safety audit are available like 5S . CAPA for severity 3 are evident but not done systematically .Root cause has not been done on why why analysis . CAPA has to be prepared but Somewhere preventive part is not fully taken care off spacially for rating 3 observation. Some where BBS part & system part is missing .
			4. 80%-There is no unsafe practice of severity 4 & 5 observed during filed	# No unsafe practice of severity 4 & 5 observed by auditor during filed visit at the time of assessment.			No unsafe practice of severity 4 & 5 has been seen as per the documentary evidence. As per the ENSAFE record- FAC / LTI Zero is evident
			5. 100%-Procedure violations of severity 3	# Procedure violations of severity 3 does not exists			
	3.3	Compliance to Generic and Specific Safety clauses as per contract. (Verify through site visit and	0- 0%- Basic deviation of PPE observed	# Basic deviation of PPE observed			PPE are as per IS/EN/ TSL standard .
			1- 20%-Generic safety clauses have been followed	# Generic safety clauses have been followed			Generic Safety clause is followed .

		Interview based on some Work order).	2- 40%-Specific safety clauses with reference to hierarchy of hazard control	# Specific safety clauses with reference to hierarchy of hazard control is followed			Specific safety clauses with reference to hierarchy of hazard control is followed and followed accordingly it has been categorized specially in specific form in the documentary record are evident
			3- 60%-Safety violation with respect to workforce capability does not exists	# Safety violation with respect to workforce capability does not exists	4	24	Generic & specific safety clauses are documented and hierarchy of hazard control are followed accordingly for specific safety clauses as per the contract.Safety violation with respect to workforce Safety exists docmented properly in the record e.g Client feed back on generic and specific clauses is evidenced, PPE stock level maintained , before use tools tackles are checked. Compliance are evident against safety norms mention in work order.
			4- 80%-Infrastructure resources tools & tackles are provided with right quality	# Infrastructure resources tools & tackles are provided with right quality			Mostly hand tools & Power tools are used for their Mechanical Structure Erection & Assembly work . Check list are evident which are involved for the job. Calibretion certificate of welding & grinding m/c are evidenced on. 10.9.2024 TPI certificate of D -Shackle, Web -Sling , Chain pulley Block are done on 15.4..2025. Standard toos (IS/EN) are evidenced .
			5- 100%-Process of doing job has been standardized and followed and learning and	# Process of doing job has been standardized and followed and learning and integration approach is visible			Process of doing job needs to be standardized.
	4.1	Reporting, investigation and learning of all incident / accident, Health issue.	0- No system of reporting incident and	# No system of reporting incident and health issues			System of reporting incident / accident are evidenced.
			1- Adhoc and weak system available	# Adhoc and weak system available			
			2- A documented procedure for reporting of incidences exists and followed and investigation carried out	# A documented procedure for reporting of incidences exists and followed and investigation carried out			System is there for reproting accident/ Incident. As per the safety dash board record- lag details has been seen . FAC/LTI is zero reflected in safety dash board As per the ENSAFE record- LTI/FAC has also nill confirmed by Auditee
			3- Reporting and investigations done systematically and root causes are identified	# Reporting and investigations done systematically and root causes are identified	3	24	Procedure of reporting investigation are available . Blank Investigation record are evidenced while document verification. Incident investigation with root cause & recoendation provision are available.
			4- Recommendations are implemented and learning shared	# Recommendations are implemented and learning shared			Learning from share(red stripes / orange sripes) at TBM and recommendation are evidenced on 25.2.2025,& implementation part related to the very same case has been seen through campaign .
			5- Learning from other incidents shared and	# Learning from other incidents shared and implemented			System & behaviour part are both to be implemented during learning shared.
	4.2	Near miss and Unsafe act / condition reporting, investigation and corrective action.	0- No system of reporting incident and	# No system of reporting near miss & unsafe act/ condition			System exist for capturing Near miss.
			1- Adhoc and weak system available	# Adhoc and weak system available			
			2- A documented procedure for reporting of Near miss exists and	# A documented procedure for reporting of Near miss exists and followed and investigation carried out			Documented procedure exist for reporting Near miss and same has been verified during assessment.

			3- Reporting and investigations done systematically and root causes are identified	# Reporting and investigations done systematically and root causes are identified	4	32	Reporting investigation done systematically and root cause with CAPA are identified . Documented procedure exist for reporting Near miss and same has been verified during assessment. Eight near misses are captured From April'24 till date 8 nos. near miss has been reported, as verified from safety dash board during the assessment All Near misses logged in TSL ENSAFE system confirmed by Auditee Sample record of near miss is evident due to Mr. Babul Rout got Tripped at work site on 10.6.2025 Another near miss found for due to helmet fall from Height while Mr. Chinmoy Jena look over at down on 18.4.2025 .And another near miss found due to aSpanner fall from hand while Mr.Anil Samal working at site on 6.4 2025 . Team member involvement was evident . More no. of near misses to be tracked for improving the awareness of the system.
			4- Recommendations are implemented and learning shared	# Recommendations are implemented and learning shared			Sharing has been done as per the documentary evidence related to the near miss in TBT on 18.4.2025 and its learning , recommendation and implementation part has been seen.
			5- Learning from other near miss shared and	# Learning from other near miss shared and implemented			Learning from other near miss has been shared on 9.5.2025 - documentary evidence has been seen.
4.Performance Measure: Lead indicator	4.3	Skill retention, amenities, employees liability etc. (Verify through records and Interview)	0- No system. No amenities and high skilled employees turnover	# No system of skill retention # No amenities provided # High employee turnover	3	24	Skill retention policy is available and same has been documented in the manual.
			1- Amenities provided and it is of minimum requirement	# Amenities provided is of minimum requirement			Amenities are provided to the employees like foods, transportation, medical assistance,and cash and kinds to be provided in cacse of emergency ., same has been verified during assessment. Medical test done on for Mr. Bijaya Kumar Das on 24.6.2025. and other 73 nos of employees also done accordingly .
			2- Employees are motivated and remain with the organization	# Employees are motivated to remain in the organization			Motivational programme like quiz competitionh safety slogan are evidenced on 13.5.2025 . Employees are motivated to remain in the organization as per their intercation during site round .
			3- Employees grievances are recorded and individual	# Employee grievance are recorded and considered for action			Grievance capturing system is in place and recorded accordingly from the employee end.
			4- No grievances from employee and amenities are provided considering hygiene and workplace	# No grievance from employees on amenities provided, hygiene and workplace environment			Grievance mechanism have been found . Grievance register are evident example - grievance recorded for provision of Salary Advance on 6.6.2025 by Mr RadhaKanta Pradhan and on 6.5.2025 grivanced raised by Mr Pabitra Mohanti for provision of Celing Fan repairing .
			5- A feedback system exists for capturing employees engagement	# Feedback system exists to capture employee suggestion, engagement and retention			Only generalised feedback system is there but not related to the retention policy.
	4.4	Campaign e.g. (Safety quiz, Safety skid etc.) to develop Safety Culture. (Verify through records and Interview)	0- No system for safety campaign	# No safety campaign			System available of conducting Safety Campaign.
			1- It is done haphazardly	# Adhoc safety campaign			
			2- Done systematically and involvement of employees are there	# Safety campaign done systematically (record is must)			Annual campaign plan is evident of current year. Sample record is exist for , House Keeping campaign coducted on 5.12.2024 Word environmentb Day observed on 5.6.2025 & Material Handling campaign regarding work related hazards done on 1.3.2025.2025. for awareness of the same .

			3- A monthly or annual plan is available and campaigns are conducted as per theme	# Plan for campaign available with theme	4	32	Monthly campaign plan available with theme . Organization member to participate when mock drill conducted by TSL To develop safety culture safety skid , safety pause , safety slogan are to be included in safety campaign on All the topic based campaign has been organized as per the record. Purpose and benefits of all the campaign has been seen.
			4- Ownership of campaign are fixed and topic based are conducted	# Responsibility of campaign are defined and topic based campaign are conducted			Participants list are fully documented .
			5- Campaigns are linked to past incidents and based	# Campaigns are linked to past incidents and based on learning (record/evidence)			Dihoria Campaign / Incident related campaign has been organized on25.6.2025 (record produced).
	4.5	Reward, Recognition and Consequence Management System of Contractor. (Verify through records)	0- No system	# No system	3	24	System exist of providing award/rewards.
			1- Ad hoc system	# Ahhoc system			
			2- There is criteria and documented procedure for both	# Defined criteria & documented procedure			Criteria of providing awards ,recognition & consequence management are verified. Some awards provided to the employees verified through the photographic evidence, and the name of the employee who are awarded, the purpose of the awards, the date of award program have been found through the pictorial evidence and attendence sheet .e.g. Best employee for the month has given to Mr. Bata Krishna Behera for good quality & progressive work on 30.6.2025 and Mr. L.Bhagirathi awarded for following safety rules and regulations on 30.6.2025.
			3- System is followed and applied to identify good and bad performer	# Mechanism of bad & good performer exist (shall be transparent and shall be known to employees)			Consequent mgmt system & format is exist & consequence are recorded on 21.3.2025.Record of written warning is evident for Mr. Sanjeeb Samal on 21.3.2025 for safety violation and disciplinary action taken accordingly .Mechanism of good & bad performer are available to the employees in the organization.
			4- PDCA is followed and learning and integration approach visible and reduction in unsafe acts and practices	# PDCA is followed and learning and integration approach visible and reduction in unsafe acts and practices			Show cause notice have yet not appropriately issued to the employee by mentioning why indisciplinary action will not be taken against him . Need reason for non compliance . And the reason must be taken from the employee on which Consequence has been applied. Employee given reply for his misconduct and company taken action accordingly. PDCA not followed appropriately.
			5- There is positive impact among contract employees and they are	# Positive impact amongst employees and they are motivated			Record of consequent Manageent Communication share in TBT and mass meeting are not evidenced.
5.Performance measure: Lag indicators applicable for the Location	5.1	Zero Lost time /serious injury or permanent	0-60	# No LTI/Serious injury/ permanent disablement incident	60	60	
			>/=1-0	# 1 or more LTI/Serious injury/ permanent disablement incident			
	5.2	Zero First aid case	0-40 Score	# No first aid incident	40	40	
			1 or more-0 score	# 1 or more first aid incident			
	5.3	Non-Injury Incidents (e.g. Property Damage)	0-10 score	# No property damage case	10	10	
			1or more-0 score	# 1 or more property damage case			
	5.4	Safety violation of fatal potential of severity 4&5	0 - 20	# No fatal potential violation of severity 4 & 5 violation.	0	0	Severity 4 & 5 Exist
			>=1 - 0	than or equal to 1.			
	5.5	Safety noncompliance cost recovery / Penalty imposed	0-20 score	# No cost recovery violation evident	0	0	Cost Recovery Exist
			1-0 score	# 1 or more cost recovery violation evident			
			0 : 0 score	# No fatality, zero score will be awarded, i.e. no deduction of			

Location itself	5.6	Fatality of contractor employee	Fatality : 1 a) Responsible b) Not Responsible	# If vendor is responsible -100 score will be awarded.i.e 100 marks will be deducted from total score # If vendor not responsible, marks will not be deducted.	0	0
					Score obt	662
	1	Self assessment done by vendor	:Yes / No			
	2	Verified by CO / Mentor :	:Yes / No			
	3	Report (1 &2) seen by Third party agency during assessment	:Yes / No			

Vendor Name: Sirivennel Engineering Works.
Vendor Code: SOTO, Date - 9.7.2025 Time - 12.30PM.
Loc: TSK(ERP)

CSM Star rating Overall Feedback Form

A: Strengths:

B: Opportunity for Improvement:

JHA · Job related hazard like seasonal hazard & adequate hierarchy of hazard control measure are not found in JHA.
Severity Audit & CAPA · Some cases identification of severity rating 2 & 3 are wrongly placed. Root cause has not been done on why why analysis.
Continuous improvement trend analysis is not evident.
TNI for all employees is not evident.
MOM of Mass meeting & Feed back system to establish two way communication is not evident.
Safety Certification beyond a certain level of hierarchy to be improved.
PDCA not followed appropriately.

(C) Contract Owner Details: (TSL employee): Email ID:

Name & Signature: [signature] **Mobile No:** 8 0400 94644

(D) Vendor's Details: Organization Name & Mobile No.:

Vendor code: SOTO

Name & Signature: [signature] 09/07/25

(E) Assessor's Name & Signature: Nirmalendu Banni [signature]

Audit Date: 09/07/2025 **Time:** 12-30 PM **Location:** TSK(ERP)