

TITLE: **Accident / Incident Reporting Form (Non-Injury)**DOCUMENT NO:
QHSE-FR-09-05Rev No:
2**Instructions:**

- 1) For incidents not involving Ramky's employee, please fill up **Section A, C – D**,
- 2) For incidents involving Ramky's employee, please fill up **ALL** the sections,
- 3) All completed and endorsed forms are to be submitted to **HR/ Admin** Department within **3 Calendar Days** from date of incident.
- 4) To attach behind: Traffic Police report (for traffic accidents only), GIA (General Insurance Association) report (for traffic accidents only), Police report (for loss/ theft of company asset incidents) & Photo(s) of damage/ incident site (if available)

NATURE OF EVENT:

<input type="checkbox"/> Road Traffic Accident	<input checked="" type="checkbox"/> Dangerous Occurrence ¹	<input type="checkbox"/> Property Damage
<input type="checkbox"/> Loss/ Theft of Company Asset	<input type="checkbox"/> Others, please indicate:	

¹Dangerous Occurrence:

Collapse/ failure of lifting equipment/ Fire or explosion/ Collapse of scaffold or gondola

2021-26

HSE/Case Event No: EV/21/012

SECTION A: DETAILS OF ACCIDENT / INCIDENT

Site / Division : Public Cleansing	Address / Location of Event : 1301 Bedok North Avenue 4
Date of Event : 23/03/2021	Time of Event : 0300hrs

SECTION B: PARTICULARS OF EMPLOYEE INVOLVED

Name : Rosli Bin Yusoff (2416275-)	NRIC / FIN / Work Permit / Passport No: SXXXX823C
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SECTION C: DESCRIPTION OF ACCIDENT / INCIDENT**Description of Accident / Incident:**

(Please be as descriptive as possible:

What were the events that led to the incident?

What machines/ equipment/ tools were involved?

What are the details of 3rd Party (Full name, NRIC, contact number, company name), if relevant

Provide photos/ sketches if available.)

by MS W5689K

on 23/03/2021 at around 0215hrs, I was travelling along East Coast Parkway. I noticed that there was hydraulic oil leaking from side brush. Hence, I drove back to depot to change vehicle. When I reached the bus stop opposite depot at around 0230hrs, the engine was suddenly off itself and the signal (Engine Stop) on. I tried several times to start the vehicle but could not. Then I smelled burning and immediately got down from vehicle to check. I saw the smoke coming out from engine parts and there was a lady who passed by called SCDF. It was around 0300hrs and two men from bus stop team assisted to put out the fire using their equipment. About 0310hrs SCDF and police reached the scene while the fire had been totally put out. They have done their investigation at 0340hrs and the vehicle was towed to the workshop. No injury involved.

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2**SECTION D: OTHER INCIDENT DETAILS**

Select the appropriate options:

Did the event results in any damages to government property?

Yes ☐No ☒

Did the event involve any government officials?

Yes ☐No ☒Did the event results in any notice of violations/summons/infringements from the government or building owner?
(If Yes, please attach a copy of the notice)Yes ☐No ☒

Any witness to the accident / incident / event?

Yes ☒No ☐

If yes, Name : Nil

Contact No. : Nil

*Delete accordingly

SECTION E: ROOT CAUSE & CORRECTIVE/ PREVENTIVE ACTION(S) (To be completed by Supervisor/OM)**Root Cause(s) of Accident / Incident / Event :**☐ Defective/faulty tools/equipment☐ Inadequate/Lack of servicing/maintenance on tools/equipment☐ Improper tools/equipment used☐ Incorrect body position/posture☐ Lack of situational/spatial awareness☐ Lack of knowledge/training☐ Lack of supervisory control☐ SOP/instructions not communicated/unclear/lacking☐ Risk assessment not communicated/performed☐ Miscommunication☐ Natural disaster/Act of God/
Beyond worker's control☐ Fatigued worker (excessive work hours)☐ Lack of housekeeping/lighting☐ Worker did not follow SOP (including not wearing PPE)☐ PPE unavailable to worker☒ Others, pls specify: Mechanical failure**Corrective/ Preventive Action(s) :** (Action items to be implemented to prevent similar accident / incident / occurrence)

S/N	Corrective/ Preventive Action	Person In Charge	Target Date
1	Vehicle evacuation sop to be given	HSE / George / Chris	ASAP
2			
3			
4			
5			

* Delete as appropriate

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2**SECTION F: DISCIPLINARY ACTIONS** (To be completed by Supervisor/OM)

Type of discipline action/s taken:

Verbal Warning ☐1st Warning Letter ☐2nd Warning Letter ☐Not Applicable. ☒Details of Employee:

Employee Name & Number: _____ Designation: _____

Site: _____ Cost Centre: _____

Reason(s) for discipline action:**DEDUCTION**

This incident would incur a deduction of SGD\$ _____ on your Performance Allowance.

The Management takes a serious view on such negligence. We would like to urge you to excel in your work and you should be aware that the impact of this situation may have a negative result on your performance.

You are warned against committing any further offence, failing which stricter disciplinary actions, including up to termination or dismissal, would be meted out.

CLAIM FOR LOSS/ DAMAGE TO RAMKY PROPERTY

This incident would incur an amount of SGD\$ _____, payable to the Company, for the purposes of repair/ replacement of such lost/ damaged Company Property that has been issued & entrusted to you, as a result of your neglect or default.

Please elaborate and provide exact breakdown of reasonable replacement/ repair costs below:
(attach relevant documents if available)_____

*Delete accordingly

I, Rosl Bin Yusoff declare that the information provided by me in this incident report is true to the best of my knowledge.Rosl Bin Yusoff

Name & Signature of Injured Workman/ Person involved in incident

25-03-2021

Date

Fong Jia Yuan

Name & Signature of Recording Officer/ Supervisor

24/3/2021

Date

George Tan

Name & Signature of Manager

25/3/21

Date

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2**SECTION G: APPROVAL OF SUBMISSION** (To be completed by HSE Dept/HOD)**Risk Assessment reviewed?**

Yes

☐

N/A

☒**Other comments on accident /recommendations:**

Fire extinguisher training will be carried out during next training.

Name: DANNY AK
(HSE Department)Signature: [Signature]Date: 06/04/21**Approve / Rejected.***Name: _____
(Head Of Division)

Signature: _____

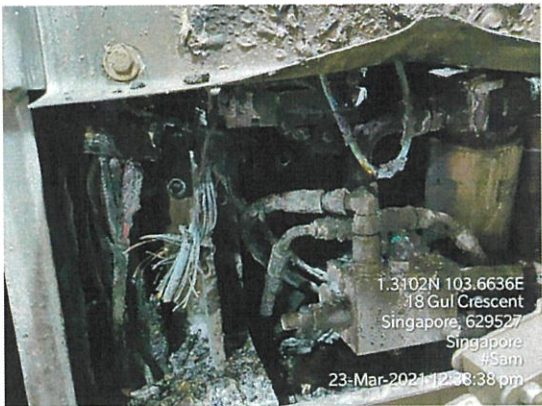
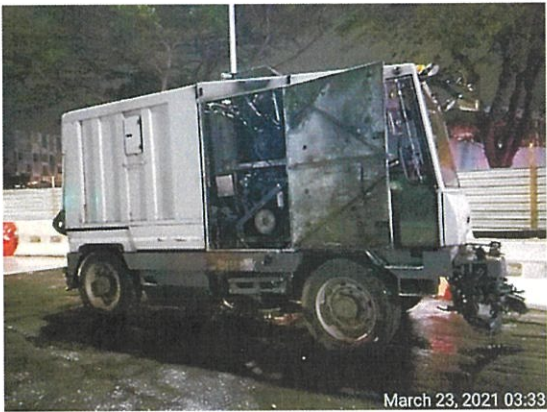
Date: _____

* Delete as appropriate

REVISION HISTORY

Revision No.	Revision Date	Reference	Revision Details / Changes
0	02/01/2015	HSE Procedure 5.4.5(L), QHSE Procedure Sect 9.0	Implementation of form
1	29/03/2016	RAMKY-QHSE-SP-001 Accident/ Incident Management and Reporting	Revised entire form layout
2	15/04/2016	RAMKY-QHSE-SP-001 Accident/ Incident Management and Reporting	Amended incident description prompts; Amended list of root causes; Included field for 'Person In Charge' for corrective/ preventive actions; Amended language from deduction of 'monthly salary', to deduction of 'performance allowance'; Added section as provision for claim process - for loss/ damage to Ramky property due to neglect or default

YN5689K ENGINE FIRE ON 23 MAR 2021 AT 1301 BEDOK NORTH AVE 4



Tam Ah Hock

From: Fong Jia Yuan
Sent: Wednesday, 24 March 2021 8:07 pm
To: Tam Ah Hock; Prabu Cheram
Cc: Benedict Koh Shiao Ming; Sambandam G.T.; Junid Kasslin; Chee An Qi; Tee Jie Ye
Subject: RE: Accident Case - YN5689K
Attachments: YN5689K-Accident Report.pdf; WhatsApp Image 2021-03-23 at 1.28.15 PM (1).jpeg; WhatsApp Image 2021-03-23 at 1.28.15 PM.jpeg; WhatsApp Image 2021-03-23 at 1.28.14 PM.jpeg

Dear Ah Hock/Prabu,

Please find the attached incident report for your perusal.
According to the workshop, the engine was damaged badly before burning and so do other parts.
It might due to insufficient engine oil after leaking which led to crash with other parts.

The engine itself might cost around \$60,000-\$70,000 as told by them.
However, they are still working on the quotation and will share us their finding as well.

Besides, I did not manage to get the police report yesterday as they said no further investigation will be done since no injury or third party property involved.
As for SCDF, they do not wish to disclose their report and finding.

Hope the above clarifies and any further updates I will keep you posted.

Thank you.

Regards,



Fong Jia Yuan (Mr)
Admin Executive | Ramky Cleantech Services Pte Ltd
HP (+65) 8131 8314 | DID (+65) 6709 4152 | TEL (+65) 6876 5400 | FAX (+65) 6445 8619
16 Jalan Kilang #02-01 Hoi Hup Building, Singapore 159416



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From: Tam Ah Hock <tam.ahhock@ramky.com.sg>
Sent: Tuesday, 23 March 2021 11:03 AM
To: Fong Jia Yuan <fong.jiayuan@ramky.com.sg>
Cc: Benedict Koh Shiao Ming <benedict.koh@ramky.com.sg>; Sambandam G.T. <sam.gt@ramky.com.sg>; Prabu Cheram <prabu.cheram@ramky.com.sg>
Subject: RE: Accident Case - YN5689K

Dear Jia Yuan,

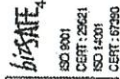
Noted. Please do the necessary reporting.



better products
cleaner environment

KLENGO (SINGAPORE) PTE LTD

18, Gul Crescent Singapore 629527
Office Tel: (65) 6862 3388 Fax: (65) 6861 7575
Service Tel: (65) 6861 9613 Fax: (65) 6861 3400
info@klenco-asia.com www.klenco-asia.com
COMPANY REGISTRATION NO : 197100402R
GST REGISTRATION NO : M2-0011931-2



CUSTOMER NAME & ADDRESS

RAMKY CLEANTECH SERVICES PTE LTD
16 JALAN KILANG #02-01
HOI HUP BUILDING, S'PORE 159416
T: 68765400 / 5451 (A/CS) F: 68765499
R01142M

DELIVER TO:

RAMKY CLEANTECH SERVICES PTE LTD
SELF COLLECTION
NO PLAT: YN5689K

SERVICE ORDER

DS087686

DATE : 20/01/2021
PAGE : 1
TERMS : 30 DAYS
OUR REF : 202100084
SALES MAN : HB
SALES DEPT : 18
YOUR REF NO :
ORDERED BY : MS JIE YE
CONTACT NO :

STOCK CODE	DESCRIPTION	REF	QTY	UOM	UNIT PRICE	AMOUNT
TKD-GE8481	* ENGINE OIL, 15W40, CI-4 (PER LITRE)	MR137164	15.00	LIT	6.20	93.00
TKD-GE8681	* HYDRAULIC OIL, ZS-68 (PER LITRE)	MR137427	30.00	LIT	6.20	186.00
TKD-GE8471	* DIFFERENTIAL Gear Oil SAE80W, GL-4	MR137164	11.00	LIT	12.80	140.80
TKD-E242900000-CI* CONNECTOR		MR137427	2.00	PC	9.00	18.00
TKD-GE8491	* GEAR BOX OIL - PER LITRE	MR137164	2.50	LIT	15.70	39.25
GE8502	RADIATOR COOLANT (0.5 LITRE)	MR137164	2.00	TIN	4.20	8.40
TKD-D6501P0000	OIL FILTER, ENGINE - DU5000	MR137164	1.00	PC	78.60	78.60
TKD-D6501X0000	FILTER, FUEL WATER SEPARATOR	MR137164	1.00	PC	76.50	76.50
TKD-D73P300000	HYDRAULIC OIL FILTER CARTRIDGE - DULEVO 5000	MR137164	1.00	PC	561.60	561.60
TKD-D73P100000-1 * O RING - DULEVO 5000		MR137164	1.00	PC	12.60	12.60
TKD-D800900000-1 * ENGINE AIR FILTER - DU5000		MR137164	1.00	PC	130.00	130.00
TKD-D6501A0000-1 * OIL FILTER BREATHER KIT - DU5000		MR137164	1.00	PC	273.00	273.00
LESS 20.00% DISCOUNT ON STOCK ITEMS ONLY \$1,617.75						323.55-
LABOUR CHARGES						280.00

REMARKS:

36-1-21
(JIE YE)

KLENGO (S) PTE LTD

A. Anand