

FUNCTIONS

-  INSPECTION
-  INVESTIGATION
-  EXAMINATION OF NOTIFICATIONS
-  EXAMINATION AND CERTIFICATION OF SAFETY CASE
-  LICENSING OF RADIATION ACTIVITIES
-  REGISTRATION AND APPROVALS TO ACT
-  GENERAL ADVICE AND GUIDANCE ON HSE AND RADIATION MATTERS TO INDUSTRY AND THE GENERAL PUBLIC

INCIDENT REPORTING

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- STEP 1**  **CALL AUTHORITY DUTY PHONE 733 2200**
 - STEP 2**  **DOWNLOAD IIN FORM FROM SHENA WEBSITE WWW.SHENA.GOV.BN**
 - STEP 3**  **E-MAIL COMPLETED IIN FORM TO IIN@SHENA.GOV.BN**

WORKPLACE SAFETY AND HEALTH (INCIDENT REPORTING) REGULATIONS, 2014

FATALITY	INJURY	DANGEROUS OCCURRENCES	OCCUPATIONAL DISEASE	MAJOR ACCIDENT
DEFINITION Employee or self-employed person	DEFINITION Injury to employee who was given more than 3 consecutive days of sick leave or admitted 24hrs in hospital Accident to any person who is not at work or self employed person at the workplace which requires him to be taken to hospital for treatment in respect to that injury	DEFINITION Any occurrence specified in the Second Schedule	DEFINITION Any disease specified in the Third Schedule	DEFINITION Uncontrolled loss of containment, fire or explosion leading to serious danger to health, property or environment Major damage to facility structure Death or serious injury to 3 or more persons
1	2	3	4	5



اوتوري تي كبغسان كسلامتن
كصيحتن دان عالم سكيتر
Safety, Health and Environment
National Authority

ENSURING BRUNEI A SAFE PLACE TO WORK AND LIVE

 238 2000
 www.shena.gov.bn
 info@shena.gov.bn
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OFFICE HOURS:

MONDAY - THURSDAY
0800 Hrs - 1215 Hrs
1330 Hrs - 1700 Hrs
FRIDAY
0800 Hrs - 1130 Hrs
1400 Hrs - 1700 Hrs



Level 4, Design & Technology Building,
Spg. 32-37, Kg. Anggerek Desa,
Bandar Seri Begawan BB3713,
Negara Brunei Darussalam

EMERGENCY LINE

AMBULANCE	991
POLICE	993
FIRE & RESCUE	995
SEARCH & RESCUE	998
SHENA DUTY PHONE	+673 7332200
RADIATION DEPARTMENT DUTY PHONE	+673 7370240



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Safety, Health and Environment
National Authority

The **Safety, Health and Environment National Authority (SHENA)** is a statutory body set up under the SHENA Order, 2018 and is the Authority responsible for regulating the workplace safety, health and environment as well as radiation matters.

VISION

We are committed to making a difference and ensuring Brunei is a safe place to work and live.

MISSION

We will maintain a robust fit for purpose national safety, health and environmental regulatory framework and ensure that risks to people, assets and the environment are controlled in compliance with:

- Laws and regulations
- Set by the government
- Implemented by those who create the risk
- Underpinned by continuous improvement



PRINCIPLES

Our operational philosophy is governed by four key principles:

- **STRUCTURED:** A structured legal framework with a risk-based approach.
- **AUDITABLE:** Accountable for our actions as regulator.
- **FOCUSED:** Across all our interactions with our stakeholders.
- **ENGAGED:** Open, transparent and respectful in our discussions otherwise.

WORKPLACE SAFETY AND HEALTH ORDER, 2009

THIS ORDER DESCRIBES THE GENERAL HEALTH AND SAFETY REQUIREMENTS IN ALL WORKPLACES. DUTIES ARE PLACED PRIMARILY ON THE EMPLOYER, WITH FURTHER DUTIES ON EMPLOYER ROLES, SUCH AS CONTRACTOR, SUB-CONTRACTOR, DESIGNER, MANUFACTURER, ETC. THERE ARE ALSO DUTIES PLACED ON PRINCIPALS, OCCUPIERS AND SELF-EMPLOYED PERSONS.

WSH (COMPOUNDABLE OFFENCES) REGULATIONS, 2009	WSH (INCIDENT REPORTING) REGULATIONS, 2014	WSH (RISK MANAGEMENT) REGULATIONS, 2014	WSH (WORKPLACE SAFETY AND HEALTH COMMITTEES) REGULATIONS, 2014	WSH (WORKPLACE SAFETY AND HEALTH OFFICERS) REGULATIONS, 2014	WSH (GENERAL PROVISIONS) REGULATIONS, 2014	WSH (CONSTRUCTION) REGULATIONS, 2014	WSH (FACILITIES (CONTROL OF MAJOR ACCIDENT HAZARDS) REGULATIONS, 2013)								
ANY OFFENCE UNDER THE ORDER AND THE REGULATIONS, EXCEPT SECTIONS 21(7) AND 52	ALL WORKPLACES	ALL WORKPLACES	WHERE 50 OR MORE PERSONS ARE ORDINARILY AT WORK	<ul style="list-style-type: none"> • SHIPYARD • FACTORY - PETROLEUM • FACTORY - \$10 MILLION ENG. CONSTR. • FACTORY - 100 PERSON OR MORE EMPLOYED 	<ul style="list-style-type: none"> • FACTORY • WORKSITE • FACILITY 	WORKSITE - ANY BUILDING OPERATION OR WORKS OF ENGINEERING CONSTRUCTION	FACILITIES								
OTHER WORKPLACES															
															
				FACTORIES											
				CONSTRUCTION WORKSITES											
				FACILITIES											

ENFORCEMENT OF RADIATION PROTECTION ORDER, 2018

This Order controls and regulates the import, export, manufacture, sale, disposal, transport, storage, possession, and use of radioactive materials and controlled apparatus.

This Order also makes provisions in relation to the non-proliferation of nuclear weapons and to establish a system for the imposition and maintenance of nuclear safeguards in accordance with the requirements of the International Atomic Energy Agency (IAEA).

MAJOR ACCIDENT HAZARD SECTOR (MAH)

Covers Oil & Gas and Petrochemical Industries and ensures compliance with the Workplace Safety and Health Order 2009 and its regulations, in particular, the Workplace Safety and Health (Facilities) (Control of Major Accident Hazards) Regulations, 2013 (COMAH). The Sector reviews Fixed Facility / Mobile Facility / Combined Operations Safety Cases as well as Notifications

RADIATION DEPARTMENT

Ensures the safe and secure use of Ionising Radiation in both Industrial and Medical Sectors through Licensing, Inspection of Radiation Facilities, Registration of Radiation Workers and the Implementation of International Treaties. The Department ensures compliance with the Radiation Protection Order, 2018

INDUSTRY SECTOR

Covers General Industries including but not limited to Agriculture, Construction, Service Industries and others. The Sector ensures compliance with the Workplace Safety and Health Order 2009 and its regulations

NON-INDUSTRY SECTOR

Covers Educational Institutions, Medical Facilities, Commercial Buildings and Government Premises. The Sector ensures compliance with the Workplace Safety and Health Order 2009 and its regulations