

Project Code	SA_SUM_1	
Project Details	Internship Category	Summer
	Internship Period	June 2019 to August 2019
	Preferred Disciplines	First Preference: Occupational Safety and Health Other Preference:
	Project Name	Review and Update Hazard Identification Handbook
	Business Objective(s)	<ul style="list-style-type: none"> To provide a simple reference for staff to identify the safety risks in daily operations / work. To arouse front line staff members' safety awareness
	Project Descriptions	<ul style="list-style-type: none"> In Power Systems Business Group (PSBG), the hazards are managed until they are eliminated, reduced or controlled to an acceptable level by introducing effective control measures. To provide a easy and simple reference to front line staff members, hazard Identification Handbook was published for providing a simple and useful reference for CLP Power employees and contractors. In this project, the candidate requires to conduct a review on the safety hazards in different work areas in PSBG including Over Head Line, Substations and Civil etc. and based on the review result to update and enhance the Hazard Identification Handbook.
	Project Deliverables	<ul style="list-style-type: none"> Conduct a review and update the Hazard Identification Handbook (both English and Chinese version). Promote and communicate the updated Handbook to CLP employees and contractors.
	Required Skills	<ul style="list-style-type: none"> Proficiency in using Microsoft Office Proficiency in Chinese and English, in both verbal and written Proficiency in editorial and graphic design is preferable Good communication skill
Learning	<ul style="list-style-type: none"> Having the opportunity to understand the risk assessment protocol of PSBG and work with the safety professionals/ engineers to gain practice experience. 	