

**Lotte Chemical Pakistan Limited
Port Qasim**

PROCEDURE NO.	HSE&S Procedure No. 9.01-01	Page 1 of3
TITLE	Location Security Management	
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Changes w.r.t organizations & designations

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1. PURPOSE

The Location Security Management Procedure supports the HSE&S Standards and ensures that the location is equipped with specific Security information and required tools to protect assets and personnel.

2. SCOPE

This procedure shall apply to Lotte Chemical Pakistan Limited (LCPL) site.

3. DEFINITIONS

General Affairs & Security Manager

The General Affairs & Security Manager is the Security Manager for LCPL Business. In the context of this procedure site means premises, which include

- LCPL SITE including 50 acres Plot
- Raw Water Pumping Station
- LCPL City Office

4. REQUIREMENTS

- 4.1 The General Affairs & Security Manager shall be responsible for day-to-day management of security and maintaining a general view of the security for the location. He shall support / advise line Managers to maintain the security of their own areas to meet the HSE&S standards.
- 4.2 The General Affairs & Security Manager shall liaise with Local Administration, Police Ambulance Service, Civil Defense, Port Qasim Authority and Pakistan Steel so that help is available at the time of any emergency situation.
- 4.3 General Affairs & Security Manager shall ensure that security emergency procedure and Systems are in place and audited on a regular basis.
- 4.4 The General Affairs & Security Manager shall arrange security audit of the site periodically as per business requirement with the help of external resources.

5. COMMUNICATION & TRAINING

- 5.1 The General Affairs & Security Manager shall ensure that the contractor/permanent staff receive adequate training to meet the specific security requirements of the location.
- 5.2 Arrangements for Crisis Management are adequate and reviewed from time to time.

6. DOCUMENTATION

None

7. AMENDMENTS

This is the **sixth** revision.