



**MOHANAD ABDELKAWY**  
**SAFETY ADVISOR**

## CONTACT DETAILS

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## Education

B.S. Faculty of Engineering Cairo  
University (2004 – 2009)

Department: Petroleum,  
Metallurgical & Mining.

Major: Metallurgy

High School (2001-2003)

Frist School, Military Town,  
Saudi Arabia

# Mohanad Abdelkawy

## SAFETY ADVISOR

## About me:

Well-qualified Safety Advisor with over 10 years' offshore experience ensuring staff facility and job site safety. Provide operational oversight, direction, and support of health and safety aspects to minimize workplace hazards and reduce or eliminate work accidents and claims.

## Experience

**HSE ADVISOR – Office Based – Mediterranean**

**(2022 – NOW)**

### SHELF DRILLING

Manage the HSE Department, day to day operations ensuring teamwork, high performance standards and targets are met.

Lead and facilitate the development of corporate HSE policies to support the companies HSE management system.

Maintain, review and update the HSE policies.

Ensure development of effective Emergency Response Plans.

Incident Investigations.

**OFFSHORE SAFETY ADVISOR (2012 – 2021)**

### SHELF DRILLING

Results-focused Oil and Gas professional with strength in Safety, Productivity and Efficiency for 10 years. Proactive leader with strengths in communication and collaboration. Proficient in offshore oil and gas regulations to promote safe and efficient work habits. Manage concurrent objectives to promote efficiency and influence positive outcomes.

**HSE ENGINEER (2011 – 2012)**

### MEO COMPANY

Observed workers at multiple facilities and drafted reports.

Evaluated job sites for safety hazards and unsafe practices.

### Professional Experience:

**2022 – Current**

HSE ADVISOR – Office Based – Mediterranean  
Shelf Drilling  
Plot No. 43 South Kattameya-Ein Soukhna Desert Road  
P.O. Box 341, Cairo, Egypt  
website: [www.shelfdrilling.com](http://www.shelfdrilling.com)  
Job Rule/Department: Safety Department.

### Job rules and duties:

- Provide operational oversight, direction, and support of health and safety aspects.
- Lead, implement, maintain and improve continually the health and safety Management system.
- Carrying out global and specific Job hazard analysis and risk assessments and considering how risks could be mitigated in line with hierarchy of controls.
- Support admin in carrying out regular office inspections to check policies and procedures are being fully implemented.
- Keeping records of incidents and accidents and producing statistics and lessons learnt for managers.
- Lead training on HSE matters to raise the organizations health and safety skills.
- Coaching senior and line managers to achieve excellence in health and safety.
- Keeping up to date with new legislation and maintaining a working knowledge of all health and safety legislations and any developments that affect the business.
- Harmonize the communication and the knowledge throughout the organization to ensure all persons have a common and uniform understanding.
- Producing management reports, newsletters and bulletins.

**2012 – Current**

Offshore Safety Advisor  
Shelf Drilling  
Plot No. 43 South Kattameya-Ein Soukhna Desert Road  
P.O. Box 341, Cairo, Egypt  
website: [www.shelfdrilling.com](http://www.shelfdrilling.com)  
Job Rule/Department: Safety Department.

### Job rules and duties:

#### GENERAL

- Implementation of the Company orientation, Internal Development, Safety and Training Policies and Procedures on the rig.
- Act as installation subject matter expert (SME) for the Company HSE management system requirements.

## HSE ADVISOR

- Monitor daily operations plan in order to be on deck during hazardous and continuous operations.
- Work with the crews onboard to improve safety standards and practices by participating in safety meetings, pre-job meetings, risk assessments, inspections, audits, behavior observations and accident investigations.
- Meet with Rig Manager and Country HSE manager for debrief and receive assignment for a different rig rotation.
- Advises onshore and offshore management of the safety requirements for the operation, including statutory requirements, Blake International requirements and client requirements.
- Safety Conversation Summary: Maintains and reports statistical records of a reportable incidents and accidents; identifies and analyzes trends and develops and implements recommendations to reduce loss, illness, and injury.
- Develops, implements, and manages the Environmental Health and Safety Program and the injury and Illness Prevention Program.
- Oversee the rig-training-compliance and compile a compliance report weekly for the OIM.
- Coach personnel at all levels Shelf Drilling's Health and Safety requirements as defined in the Company HSE Management System.
- Monitor and audit TOFS, Risk Assessments, Safety Conversation, Permit to Work and Energy Isolation requirements and effectiveness into all tasks, whether working alone or as part of a team.
- Promote, participate and coach personnel in the application of the Risk Assessment, using the rules of task planning & Debrief process.
- Actively monitor the Delta Action process and raise any identified issues with the OIM / Rig Manager / HSE Manager.
- Audits on a regular basis to ensure that safe operating practices and safety procedures are carried out; advises on how to rectify unsafe procedures and practices.
- Performs health and hygiene inspections; evaluates medical, health, and hygiene issues onboard rig and reports any potential health risks and concerns.
- Conducts and documents safety inspections to identify potential unsafe conditions and hazards. Takes immediate corrective action to mitigate risk and correct any potential hazards.
- Assist with the prevention of accidents through behavior observations of crews, inspection of equipment, providing continual safety training classes and ensuring safety drills occur on a regular basis.
- Conduct Level 2 investigations using Kelvin Top Set methodology.
- Participate in daily meetings, (Supervisor, pre-tour if anything specific to be brought up only), with the OIM, Department Heads and Client Representative as required.
- Continually review the Company Management System to identify opportunities for improvement.
- Conduct rig-based HSE training as per the training matrix.
- Understand and have a working knowledge of HSE bridging document with Customer and customers HSE requirements.

## HSE ADVISOR

### TRAINING:

- Guide the ROTC to book the required courses for all personnel and administer On-the-Job Training (OJT) System.
- Familiar in using the systems available to book and administer onshore and offshore training for rig-based personnel.
- Maintain and update rig personnel's training records.
- Maintain and update the installation-specific training matrix and monitor for compliance.
- Conduct rig-based HSE training courses according to the training matrix.
- Conduct training on the HSE Management System structure and requirements.
- Update and maintain HSE and Training bulletin board(s).

### ENVIRONMENTAL:

- Have a working knowledge of company Environmental Management System (EMS).
- Assist the OIM in the investigation of Environmental Incidents.
- Assist the OIM in the planning and preparation of 'Green Team' meetings.
- Participate in internal audits on the installation.

**2011 – 2012**

HSE Engineer  
MEO Company  
13 El-Dokki St., Apt.# 9, Cairo 12311, Egypt  
Internet website: [http:// meo.4mg.com](http://meo.4mg.com)  
Job Rule/Department: Safety Department

#### Job rules and duties:

- Inspect products to determine compliance with customer specifications and standards
- Perform all duties as assigned by department head
- Design company training programs to implement at each site.
- Conduct classroom sessions to train groups on proper work techniques.
- Visit field locations to evaluate conditions and make recommendations.
- Consult with local and company management regarding safety concerns.
- Document evaluations and recommendations.
- Comply with all applicable quality, health, safety and environmental regulations

**2010 – 2011**

Marketing Engineer  
Tadim group Ltd.  
4, Mahmoud Rizk St., Plot 1113, Apt. 101 Sheraton Buildings,  
Heliopolis, Cairo, Egypt.  
Company Industry: Service Petroleum Company  
Job Rule/Department: Marketing/ Sales

### Job rules and duties:

- Searching for new clients who might benefit from company products or services and maximizing client potential in designated regions.
- Developing long-term relationships with clients through managing and interpreting their requirements.
- Persuading clients that a product or service best satisfies their needs in terms of quality, price and delivery.
- Negotiating tender and contract terms and conditions to meet both client and company needs.
- Calculating client quotations and administering client accounts.
- Providing pre-sales technical assistance and product education, and after-sales support services.
- Analyzing costs and sales & prepare reports for head office.
- Supporting marketing activities by attending trade shows, conferences and other marketing events.
- Making technical presentations and demonstrating how a product meets client needs.
- Liaising with other members of the sales team and other technical experts.
- Helping in the design of custom-made products.
- Providing training and producing support material for other members of the sales team.
- Brief description for the products I worked on:
  1. Anti-Pollution Chemicals, industrial maintenance and water treatment chemicals,
  2. Manufacturing and supply of Flame retardant Personal Protective Equipment and Footwear,
  3. Vehicle Monitoring System and Driver, training and consultancy,
  4. Oilfield anti-seize thread sealing compounds and specialty lubricants,
  5. Safety workshop and rig floor tools and equipment,
  6. Speed measurement products and traffic safety equipment,
  7. Genuine quality Alcohol breath testing detectors,
  8. Internal and external pipeline and tank dislodging / cleaning services.

Training/ Courses:	
<b>APRIL 2022</b>	Basic Offshore Safety Induction and Emergency Training ( <b>BOSIET</b> ) course Location: Arab Academy for Science, Technology & Maritime Transport
<b>MARCH 2018</b>	<b>COXSWAIN/ LIFEBOAT COXSWAIN</b> Location: Arab Academy for Science, Technology & Maritime Transport
<b>SEPTEMBER 2014</b>	National Examination Board in Occupational Safety and Health ( <b>NEBOSH</b> ) Location: Gulf Technical and Safety Training Centre (GTSC – Cairo, Egypt)
<b>JUNE 2014</b>	Kelvin TOP-SET 3-Days Senior Investigator Course Location: Sheraton Dubai Creek Hotel & Towers, Dubai, U.A.E.
<b>NOVEMBER 2013</b>	Helicopter Landing Officer (HLO) Location: Arab Academy for Science, Technology & Maritime Transport
<b>OCTOBER 2013</b>	Firefighting Helideck Emergency Location: Arab Academy for Science, Technology & Maritime Transport
<b>DURING 2013</b>	Next step integration workshop, Safety induction, First Aid Course, Confined Space Entry, Fall Protection, Hazardous Material Awareness, Helicopter Safety Awareness, Permit To Work, Asbestos Awareness, Dropped object awareness, Spill Prevention Respiratory Protection Program, Lockout/ Tagout System, Job Risk Assessment, Hazard Communication Offshore, H <sub>2</sub> S Training.
<b>APRIL 2012</b>	The National Institute for Occupational Safety and Health (NIOSH) 156 El Hejaz St, Heliopolis, Cairo, Egypt HSE Specialist Training Course.

## Skills:

- Excellent written and spoken communication skills in order to explain health and safety processes to a range of people and to give presentations to groups
- Negotiating skills to convince managers of the need to implement and maintain safety standards that may compromise speed or efficiency in the organization
- Patience and diplomacy because the profession requires a collaborative approach
- The ability to understand and analyse complex information and present it simply and accurately
- An investigative mind
- IT skills
- Attention to detail
- A flexible approach to work
- An interest in the law and the ability to understand regulations
- Physical fitness, if your work will involve time on large-scale plants or on outdoor sites

## Accomplishments:

While working as a safety advisor for Shelf Drilling, I have taught, trained, and encouraged my fellow co-workers to work in a safe and proactive manner in every job/task that was performed, to help us achieve a 2020 Safety Award for the company's strong commitment to safety in the workplace.