

**ARIEL LORETO R. BUENO**  
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**Current position: Deputy HSE Manager**

## **SUMMARY OVERVIEW**

Accomplished HSSE Professional with nearly 16 years of experience in massive heavy construction projects, including Metro Construction & Transit Systems, Viaducts, Tunnels, Depots, Precast Yards, Road Works/Landscape, and Railway Track Constructions & Operations. Proven track record of success in planning, organizing, and executing HSE programs to ensure compliance with safety standards and mitigate risks. Skilled in leading teams, conducting audits, and implementing corrective actions to drive continuous improvement. Adept at data analysis and reporting to measure and communicate HSE performance.

## **CERTIFICATIONS**

1. International Diploma Occupational Safety, Health Environment (IDOSHE Program)
2. NEBOSH International General Certificate for Occupational Health and Safety (IGC-1, IGC-2, & IGC 3)
3. OHSAS ISO 45001: 2018 Lead Auditor (Occupational Health & Safety Management System)
4. ISO 14001: 2015 Internal Auditor (Environmental Management System)
5. Certified Member of Saudi Council of Engineers (Registry Number: 333198)

## **AREAS OF EXPERTISE and EXPOSURE**

### **1. Plan and organize the monthly programmed schedule of HSE Staff Site Audits & Inspections**

As a professional safety expert, planning and organizing the monthly schedule of HSE staff site audits and inspections is a critical responsibility. This involves:

- Reviewing the project schedule, milestones, and activities to identify key areas and phases that require increased safety focus and oversight.
- Coordinating with project management, construction, and HSE leads to aligning the audit/inspection schedule with ongoing work.
- Ensuring all active work sites and critical activities are covered regularly, with higher-risk areas audited more frequently.
- Allocating HSE staff resources effectively to provide comprehensive coverage while avoiding duplication.
- Communicate the finalized audit/inspection schedule to all stakeholders and adjust as needed.
- Tracking completion of scheduled audits and following up on any missed or delayed inspections.

### **2. Assist the Line HSE Manager to review DB Contractor's safety documents**

Reviewing the DB contractor's safety documents is important in verifying their safety management system and commitment. Key documents to review include:

- Action plans related to the company's safety mission, vision, and goals.
- Safety policies, procedures, and standards
- Roles and responsibilities of safety personnel
- Safety training program and records
- Incident investigation and reporting process.
- Hazard identification and risk assessment methodology
- Safety inspection, audit, and observation program
- Safety communication and employee engagement initiatives

### **3. Take the lead on DB Contractor's HSSE Management System & Site Audit/Inspection**

Leading the DB contractor's HSSE management system and site audits/inspections requires strong technical knowledge, communication skills, and leadership. Key aspects include:

- Developing the audit/inspection protocol, checklists, and scoring criteria based on project requirements and industry standards.
- Conducting opening and closing meetings with contractor management to explain the process and share findings.
- Engaging with contractor personnel at all levels to observe work practices, review documentation, and conduct interviews.
- Identifying positive observations, non-conformances, and opportunities for improvement.
- Providing clear, actionable recommendations to address identified issues.
- Prepare detailed audit/inspection reports and track the close-out of corrective actions.
- Analyzing audit/inspection trends to identify systemic issues and drive continuous improvement.

### **4. Prepare HSE Data as per client-required reporting systems**

Preparing accurate and timely HSE data and reports is essential for demonstrating safety performance and compliance. Key elements include:

- KPIs: Tracking and reporting on leading and lagging indicators such as training completion, safety observations, near misses, first aid cases, medical treatment cases, restricted work cases, lost time injuries, and fatalities. Analyzing KPI trends and benchmarking against targets.
- Weekly & Monthly HSSE Statistics Report: Compiling data from various sources into a comprehensive report covering work hours, incidents, inspections, observations, training, and other relevant metrics. Providing analysis and commentary on performance and notable events. Ensuring report format and content aligns with client requirements.
- Other reports: Preparing additional reports as needed, such as incident investigation summaries, audit/inspection findings, management of change, and lessons learned. Maintaining a central repository of HSE data and documentation.
- Data quality: Implementing robust data collection, verification, and management processes to ensure accuracy, completeness, and traceability of HSE information. Providing training and guidance to data contributors.

- Reporting systems: Utilizing client-specified reporting systems and tools and providing user support as needed. Identifying opportunities to streamline and automate reporting processes.

## **PROFESSIONAL BACKGROUND**

**KAFD (King Abdullah Financial District) - KAFD is a master plan development positioned to become Riyadh's new Central Business District that combines a mixture of world-class commercial offices, hotels, retail spaces, and contemporary residences in addition to smart city solutions that redefine urban living.**

**Client: KAFD Asset Delivery Team**

**Project Cos: 7.8 billion US Dollar**

**Duration: November 1, 2024, to Present**

**Role: Deputy HSE Manager**

### **Job Description:**

- Assists the HSE Manager with administering and leading the SH&E programs.
- Audits the project or program and its worksites against corporate standards.
- Inspects worksites to detect hazards; provides expertise to project personnel to eliminate/control the SH&E risks associated with exposure to the hazards.
- Creates and submits written audit and inspection reports.
- Monitors project or program work planning and performance; verifies planning and work performance conforms to Parsons' Environmental, Safety, Health, and Risk Program (ESHARP) management system.
- Implements Parsons' occupational injury and incident reporting and management processes.
- Performs trends analyses on audit findings, inspection findings, and incident reports; creates and submits regular analysis reports.
- Assists the project or program manager with new hire orientation.
- Performs regulatory and best practice SH&E training.
- Creates and maintains SH&E training records.
- Participates in routine safe work briefings.
- Performs other responsibilities associated with this position as may be appropriate.

### **Riyadh Metro Transit Consultant (RMTC)**

**Client: RCRC – Royal Commission for Riyadh City**

**Project: Riyadh Metro Project**

**Project Cos: 22.5 billion US Dollar**

**Duration: December 30, 2014, to October 31, 2024**

**Role: Sr. Lead HSE Engineer**

### **Job Description:**

Listed below are the day-to-day functions.

- Assist the Line HSSE Manager in ensuring the effectiveness of the organization's Health & Safety Management Systems and Programs and their implementation.
- Develop and Organize RMTC HSE Staff Weekly Schedule

- Develop and organize the RMTC HSE Staff weekly schedule of Scope of Responsibility (SoR) & Audit Inspections.
- Review and Participate in Safety Violations/Observations
- Review and participate in all DB Contractor's pending safety violations/observations.
- Track the implementation and closure of actions and recommendations.
- Monitor, Advise and Lead on HSE Matters
- Monitor, advise, and take the lead on HSE matters related to the project team members and contractors.
- Participate in Risk Assessment & Method Statement Review
- Participated in DB's Risk Assessment & Method Statement review.
- Assist the HSE Manager in identifying any assessments that need improvement.
- Hold Relevant Meetings with DB Contractors
- Hold relevant meetings with DB Contractors in line with:
- Site observations
- Lead and Organize DB Contractors' HSSE Management System Audit and Labor Camp Accommodation
- Take the lead and organize DB Contractors' HSSE Management System Audit and Labor Camp Accommodation.
- Enforce Site Audit Activities
- Enforce site audit activities to ensure DB Contractors and other third parties follow the HSE guidelines.
- Update and Prepare RCRC HSE Weekly Report & Data
- Update and prepare the RCRC HSE Weekly HSE Report & Data.
- Support Accident/Incident Email Notification
- Support the RCRC Accident/Incident email notification process to the project management team.

#### **NEOM Industrial City (NIC) – Temporary Assignment**

**Client: NEOM**

**Project: NEOM Industrial City**

**Project Cost: estimated cost of 500 billion US Dollars**

**Duration: July 30, 2021 – September 15, 2021**

**Role: Senior HSE Engineer**

- Provide support and establish the project's HSE management systems according to NEOM requirements.
- Participate in developing Safe Work Method Statements, Project Health & Safety Plans, and Office Safety Plans.
- Report on and highlight the Contractor's HSE performance and identify any Health, Safety, Environment, and Security concerns.
- Hold relevant meetings with Contractors in alignment with site observations, audit reports, corrective actions validation, and other related HSE matters.
- Take the lead and prepare Weekly & Monthly Key Performance Indicators as per NEOM requirements.
- Lead the review of the Contractor's Health, Safety, and Environmental Plans & SOPs in accordance with NEOM standards.

**Barclay Mowlem Pty., Ltd (Laing O'Rourke Subsidiary) Saudi Arabia Branch**

**Client: Public Investment Fund (PIF), Saudi Railway Company (SAR)**

**Project: SAR CTW300 Railway Project**

**Project Cost: 2.9 billion SAR**

**Duration: August 2009 – December 2014**

**Role: Track Safety Engineer / Track Safety Advisor**

**Job Description:**

- Conduct training/orientation and awareness sessions for the labor force before deployment to site works and monitor the implementation of safe work policies such as SWMS (Safe Work Method Statement) and company policies during activities.
- Assess and evaluate the skills competency of individuals relating to their job functions and areas of focus.
- Monitor and check the proper use of Personal Protective Equipment (PPE).
- Monitor and implement the railway safe working rules for train operations.
- Conduct Health and Safety inspections.
- Coordinate with the HSO for the continual training program for employee workers.
- Organize a safety committee that evaluates performance on safety assessment risks and drives continuous improvement.
- Identify Safety Hazards and recommend analysis and measures for risk prevention.
- Prepare Toolbox talks and meetings.
- Monitor construction heavy equipment movements and ensure that construction standards are followed.
- Install safety signages in areas that require safety precautions.
- Prepare reports related to safety and health incidents and accidents and Management Health and Safety Progress Reports.

**Procter & Gamble Philippines**  
**Client: P & G Philippines**  
**Duration: June 2005 – May 2009**  
**Role: Lead Supervisor**

**Job Description:**

- Enforce safety policies and procedures (in-house and regulatory) to reduce the potential for employee injuries.
- Create and oversee an employee training schedule emphasizing productivity and resource conservation.
- Assume responsibility for manufacturing and shipping processes in the plant.
- Monitor and implement safe working rules during operations.

**ACADEMIC, TRAININGS, and CERTIFICATION**

B.S. (Electronics and Communication Engineer) from Colegio De Dagupan, Batch 2005

- NEBOSH International General Certificate for Occupational Health and Safety
- HSE Training for Construction Site Safety Officers
- Basic Safety Seminary
- Construction Safety Inspection
- Basic First Aider

**IT & OTHER SKILLS**

- Well-versed with MS Office (MS Word, Excel, PowerPoint)
- Dependable on Safety Management, Work Supervision, Problem Analysis and Assessments
- Light Vehicle Driving

**PERSONAL INFORMATION**

Date of Birth: 13 February 1984

Permanent Address: Domalandan Center, Lingayen, Pangasinan, Philippines

Current Address: 3/F, Brand for Less Building, Sulaimaniya, Saudi Arabia

Languages Known: English, Filipino

**CHARACTER REFERENCE**

References available upon request.

I hereby certify that the above information is correct according to my knowledge and belief.

*ARIEL LORETO RAYOS BUENO*