

# Prequalification Document

**MASY International W.L.L**

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# About Us

MASY International was established in 2003 to build on Middle East project growth potential by offering state-of-the-art architectural and building solutions that cater for the regional mindset, while enhancing international best practices and benchmarks. In keeping with Bahrain's pioneering move toward entrepreneurial development, MASY looks to establish itself as a vibrant economic force in ushering in a new era of prosperity and sustainability for our people, our community and our world.

We aim to be active leaders of change by leveraging our relevant and immediate access to social, cultural and economic market information and related industry perspectives to bolster operations, fill an untapped niche in the market and propel all our project initiatives to the forefront of their field. We work with synergistic brands in a variety of domains and sectors to establish mutually beneficial, win-win partnerships in the spirit of providing a new genre of products and services that revolutionize the industry.

Our firm foothold in the industry, strong cross-sector commercial base and expansive network of affiliates, as well as our breadth and depth of geographical reach are all employed to build value for our clients. Our exceptional market proficiency draws on a balanced mix of regional experience and Western expertise across major industry verticals, and gives us our edge in providing a bespoke range of value added products and services with utmost integrity and world-class execution.




MASY International employs a multi-disciplinary approach, adapting our essential role and function to suit the required conditions of each project, and generate compelling, tangible added-value. According to the situation-specific needs of each client and in various capacities – design, engineering, fabrication, installation and after-sales support.

In its short history since its establishment, MASY International has already reserved itself a place in the region as a trendsetter in delivering unequivocal results through our flexible, diverse, performance -focused approach. Routinely ranked as the region's top contender for the best building systems and components solutions in the industry, the MASY International pedigree of products and services have become synonymous with a new generation of ground-breaking enterprises that consistently and effectively reflect company standards. Although no two of our projects are alike, they all bear the MASY hallmark of distinction that has become so familiar.

As a result and within a remarkably short time span, MASY International has gained an iconic stature in this sector, and is critically acclaimed by industry peers for pushing the creative envelope with its steady succession of landmark projects and exceptional services. In recognition of this, we aim to be the Middle East's consummate leader and the consumer's first choice in providing the full spectrum of specialist solutions and services, delivering unrivalled products and top-notch services at a competitive cost.



# Registration Certificate

 مركز البحرين للمستثمرين Bahrain Investors Center	 Kingdom of Bahrain وزارة الصناعة والتجارة والسياحة Ministry of Industry, Commerce & Tourism				
شهادة قيد السجل التجاري Commercial Registration Certificate					
Directorate of Registration in the Ministry of Industry, Commerce and Tourism certifies the details of the below Mentioned entry in accordance with Decree Law (27) for the year 2015 of the Commercial Registration					
Due Date 26/03/2017	تاريخ الاستحقاق 26/03/2003	Registration Date 26/03/2003	تاريخ القيد 26/03/2003	Registration No. 50440 - 1	رقم القيد 50440 - 1
Commercial Name MASY INTERNATIONAL W.L.L	الاسم التجاري ماسة ماسي انترناشيونال - م.م				
Registration Type With Limited Liability Company	نوع القيد شركة ذات مسؤولية محدودة				
CR Status UNDER SEQUESTER	حالة القيد تحت الحجر القضائي				
Commercial Address P.O.BOX 701 TUBLI / نوبلي	Block 701	Road 117	Building 453	Flat/Shop 0	التعريف التجاري شقة/متجر
الأنشطة					
Manufacture of miscellaneous articles صناعة - منتجات متنوعة					
Sale/Trade of Furniture and all household articles معاملة البيع والشراء للأثاث المنزلي					
Sale/Trade of construction materials, hardware, plumbing and heating equipment and supplies معاملة البيع والشراء للمواد الإنشائية والنجارة والاسباكة والتدفئة والتبريد					
Sale/Trading in other industrial products/ raw material معاملة البيع وشراء منتجات صناعية ومواد خام أخرى					
* This commercial registration does not permit its holder to practice investment activities on behalf of others هذا القيد لا يحتر لصاحبه ممارسة نشاط استثماري أو نيابة الغير					
					
Directorate of Registration إدارة التسجيل					
Printing date: 11/04/2016					
Page 1 of 2					

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# Bank Reference

<b>BANK</b>	<b>: AHLI UNITED BANK</b>
<b>BRANCH</b>	<b>: CENTRAL MANAMA, KINGDOM OF BAHRAIN</b>
<b>ACCOUNT NAME</b>	<b>: MASY INTERNATIONAL W.L.L.</b>
<b>ACCOUNT NUMBER</b>	<b>: 0001-776522-001</b>
<b>IBAN NUMBEER</b>	<b>: BH24AUBB00001776522001</b>
<b>SWIFT CODE</b>	<b>: AUBBBHBM</b>



# General Information

## Kingdom of Bahrain Office

MASY International W.L.L

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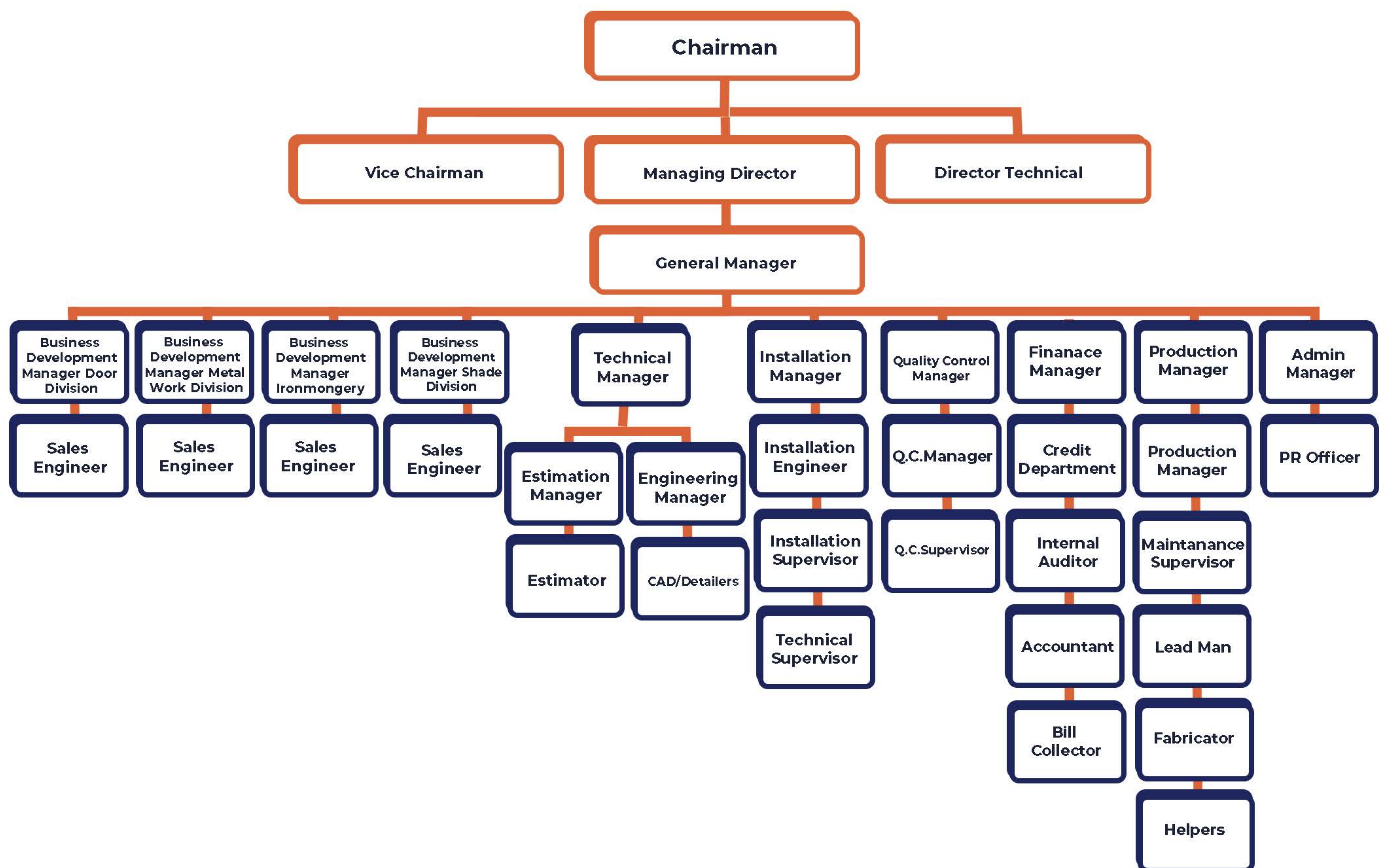
Year Established : 2003

## Management Personal

Chairman	: Mahmoud Al Sofi / MASY Holding
Managing Director	: Yazan Zurikat / MASY Holding
Director/Technical	: Safa Sharif / MASY Holding
General Manager	: Nabeel Faraj /MASY International (Bahrain)
Technical Manager	: Suraj Baskaran
Projects Manager	: Syed M Ahmed
Admin & Finance Manager	: Santhosh Nokkarav



# Organizational Chart





# MASY

## Group of Companies



### PARTNERS.

- DORMA / GERMANY.
- Q- railing / Germany
- SCHEYBAL / AUSTRIA.
- ERRIKA / SPAIN.
- THERMO STOP / CANADA.
- Froster - Switzerland
- SANKYO TATEYAMA ALUMINUM / JAPAN.
- MDT-Shade – Germany





# Metal Work & Art Glass





# Architectural Metalwork Division

## Introduction

Since commencing business in May 2003, MASY has had a significant impact on the market. A small example of this is the following Activates and range of products.

### **Stainless Steel, Aluminum Skylight & Car park Shade.**

MASY Metalwork was incorporated in 2005, as high quality fabricators in all types of stainless steel, aluminum and car park shade.

Today, as part of the Group we have been able to take advantage of the increasing quality demands of a more sophisticated market and satisfy the requirement of the most demanding Architects and Consultants.

### **Metalwork Range of Products.**

- Cladding Canopies
- Balustrade /Handrail by Q-railing Germany
- Column Claddings
- Custom –Built Metalwork's
- Aluminum Skylights
- Steel Works

### **Polycarbonate Skylight**

Skylight work is not just to install transparent materials on the roof to bring the natural light of the sun inside your project; DOMETECH provides all types of steel work skylight with polycarbonate and stained glass finish in different designs such as Oval Shape dome, Pyramids type, Octagonal Pyramid, Electric Operable Dome and domes with flashing Art Glass

### **Creative solutions in glass**

Fusion Glass Designs has an unrivalled reputation as one of the world's leading decorative structural architectural glass companies, offering a wide range of standard and bespoke decorative and structural glass solutions. With proven design, manufacturing, project management capabilities and expertise, Fusion is able to produce and supply complex one off projects on both a small and large scale. Such as cladding partitions, Screens, flooring, stair treads, balustrades, doors, signage, canopies, furniture.





# Door Work Division



# Door Work Division

## Introduction

Our aim in this division is to provide consultant, Architects & contractors all types of doors. Therefore, MASY International attracted International door manufactories like.

## Automatic Doors

dormakaba is a globally active supplier of door technology products and systems. The company is the world market leader in door controls, movable walls, automatic door systems and glass fittings and accessories. dormakaba is also a successful player in the security; time management and access control segment and the number one in Germany for emergency exit control and escape route security systems.

## Sliding & Swing Gate Openers

Being the partner of ERREKA since 2010, MASY completed the range of automated doors and offers a wide range of solutions for gates and garage doors teamed up with a dedicated aftersales service team. ERREKA is well-known for the quality and reliability of its products. ERREKA is market leader in the field of electronic devices for civil and industrial applications. Gate openers, intruder alarm systems, timers, twilight switches, level controllers, movement detectors, timers for stair lights: these and many others are the high-technological devices in ERREKA range.

## Rolling Shutters & Sectional Doors

Since 1984, THERMOSTOP has been a proud manufacturer of high quality polyurethane Sectional garage doors. The Thermostop insulated door has all the features that make it a superior product: tongue-and-groove joint, integral air-tight weather strip, continuous reinforcement plate and many other advantages. The Thermostop doors offer you a wide range of thicknesses (1 5/8", 2", 3" and 4") with the highest insulation values on the market (R=14.3 to R=37.2). With THERMOSTOP, you can also have your choices of steel gauges (26GA to 16GA) and aluminum gauges (24GA to 16GA). The Thermostop door, backed by a comprehensive warranty program, is the answer to your requirements for a superior garage door.

## Floor Matting System

Specialized in Entrance door matting systems. Scheybal task is to develop solutions for your entrance area in an active and competent manner. With our know-how, Scheybal will relieve you from timeconsuming work and help you to save valuable time. The Scheybal 24-hour customized production helps to develop your entrance area quickly. SCHEYBAL sets new standards - TAILORMADE - for design and function, Quality and safety of all products are top priority.





# Shade & Structural Membrane





# Car Park Shade & Structural Membrane

## HDPE Car Park shade

Custom HDPE Shades structures are custom designed for individual projects with a wide range of applications. We provide designing; manufacturing, engineering and installation of all quality controlled structures to meet the highest expectations of our clients. The fabrics allow us: flexibility in design giving the project the architectural scope needed to create unique design.

The HDPE Fabric offer 90-100% UV Protection, depending on the fabric (Shade-Cloth or Waterproof Membrane) and allows the natural light to filter through creating the right atmosphere.

## PVC & PTFE Membrane Structure.

Having a joint venture with one of the leading Structural Membrane engineering office in the world / Texil Bau GMBH, enabled MASY to secure mega projects in Bahrain in PVC-coated polyester fabrics & Teflon/Silicon coated fabrics. Our strength in this division comes in providing a full detailed 3d design with full engineering studies, fabrication, supervision & installations to our clients.

## Aluminum Car park shade with polycarbonate.

*Stylish Car Park Shade*

Designed carport shade for various space and lifestyle came as a full range of products with one of the leading manufactures in Japan. It is proven to be a different product for whom they want to have a different shade design at there project and a strong component and high resistant for wind, easy installation and maintenance, comes in wide selection of aluminum colors and heat protection polycarbonate sheet.



# Major Projects

MASY's proven catalogue of award-winning projects and high-impact engagements has resulted in the brand's stratospheric rise to the pinnacle of its field, and is a testament to the prestigious rollcall of talent that we are able to harness. Underpinning the success of our robust portfolio of projects and services is our long-standing rapport with a cadre of high-caliber regional and international brands. MASY marshals and maintains a strong network of industry adepts that act as strategic partners in providing comprehensive solutions and groundbreaking initiatives that create considerable added-value, set new industry benchmarks, and bridge the gap between world-class performance and the region's untapped opportunities. Through all of our partnerships and project initiatives, MASY is focused and committed to expanding on its legacy of prize-winning projects and stellar track record. We are honored to work with some of the world's most prominent organizations as their company of choice on what are widely regarded as some of the region's most celebrated, iconic projects to date.

These include, but are not limited to:



**National Museum of Qatar - Doha**



**Bahrain Financial Harbor – Manama**



**Bahrain International Circuit – SAKHIR**



**King Abdul Aziz Culture and Knowledge Center-Khobar KS**



Client	Project	Type of Work	Consultant	Value BD.	Year	Location
Cebarco	Bahrain international Circuit	Stainless Steel Handrail & Sectional Doors	Tilka	410,000.00	2003	Sakhir-Bahrain
G.P.Z	Sheraton Commercial Complex	Glass Flooring, Automatic sliding doors & Rolling shutters	HAJ	450,000.00	2004	Manama-Bahrain
Nass & Murry Roberts	Bahrain World Trade Center	Stainless Steel work Automatic Doors Floor Mat Fire-ted Rolling Shutters Aluminum internal work	Atkins	760,000.00	2005	Manama-Bahrain
Thabet Enterprises	Gulf Air Simulator	Stainless Steel & Aluminum Handrail, Composite Panel, Aluminum Skylight, Car Park Shade, Rolling Shutters, Floor Mats, Automatic Doors	Mazen Al Omran	120,000.00	2006	Manama-Bahrain
Chapo	Waterlemon Rest	Stainless Steel work	Aref Sadeq	130,000.00	2006	Seef-Bahrain
Al Hamad	Al Areen Development	Auto Doors & Aluminum skylight	Ahmad Janahi	30,000.00	2006	Sakhir Bahrain
Technical Construction	Malkiah Mall	Aluminum Skylight, Automatic Doors &PVC SHADES	Aref Sadeq	240,000.00	2006	Malkieh - Manama
Al Hamad	B.F.H	Stainless Steel work Aluminum and doors	Ahmad Janahi	450,000.00	2007	Manama-Bahrain
Thabet Enterprises	Adhari Park	PTFE Structural Membrane	Gulf House	172,000.00	2007	Manama-Bahrian
Cebarco	B.C.C	Stainless Steel Cladding, Glass partition and Art Glass	MAF	52,000.00	2008	Manama-Bahrian



Client Name	Project Name	Type of Work	Consultant	Value BD.	Year	Location
Al Hamad Contracting	Marriot Hotel	Doors and canopies	MSCB	630,000.00	2008	Bahrain
Nass-Burhana Contracting	King Hamad hospital	Auto Doors & Aluminum work Internal Finishes	Ahmad Janahi	3,100,000.00	2009	Bahrain
Sofitel Hotel	China Const	Ironmongery Auto Doors	Atkins	680,000.00	2009	Bahrain
Al Hamad Contracting	Reef Island	Glass Handrail Glass Cubicles Shade Aluminum work	Woods buget	560,000.00	2009	Bahrain
Poultices Construction	Lot 21	Aluminum Works Car park Shade	Kowi	150,000.00	2010	Bahrain
Royal Court	VIP	Structural membrane Aluminum work Internal finishes	Gulf House	123,000.00	2010	Egypt
Dadabah Const	Elite Hotel	Internal Glass work Automatic doors	Habib Modara	95,000.00	2010	Bahrain
Cebarco	City center hotel	Automatic Doors Internal finishes	Atkins	160,000.00	2010	Bahrain
AXIS Contracting	Dr. Khalid Awadhi	Aluminum works Glass Handrail	City Eng	145,000.00	2011	Bahrain
G.P.Z	AL Banader Hotel	Automatic Doors & internal Finishes works	MSCB	120,000.00	2012	Bahrain



Client Name	Project Name	Type of Work	Consultant	Value BD.	Year	Location
El Seif Contracting	Haramain railway station @ Rabikh	Floor Mats	Dar Al Handasah	50,000.00	2012	Saudi Arabia - Jeddah
Al Othman Group	Compound /villas	Aluminum Works	Al Othman	245,000.00	2012	Saudi Arabia Khobar
Al Othman Group	Kempinski Hotel	Automatic Revolving Door Glass Works	Al Othman	27,000.00	2014	Saudi Arabia Khobar
Saudi Oger	King Abdul Aziz Center for Know.& Cult	Glass Works Manual doors Elevator -Glass Shaft Glass Handrail	Saudi Aramco	45,000.00	2015	Saudi Arabia Khobar
Cebarco	City center hotel	Automatic Doors and internal finishes	Atkins	160,000.00	2015	Bahrain
AXIS Contracting	Dr. Khalid Awadi Build	Aluminum and internal finishes	City Eng	145,000.00	2009	Bahrain
G.P.Z	Rotan Hotel	Automatic Doors & internal Finishes works	MSCB	120,000.00	2016	Bahrain
G.P.Z	Regency Hotel	Doors, Glass and internal finishes	MSCB	230,000.00	2015	Bahrain
Horizon Contracting	Kailan @ Diplomatic Quarter	Stainless Steel Handrail	Dar Al Omran	170,000.00	2016	KSA- Riyadh
Tarouq Contracting	Riyadh Public Transportation Center (Metro)	Full Glazed Staircase	Dar Al Handasah	89,000.00	On going	KSA- Riyadh
Mohamd Jala Contracting	BDF Car Park	Aluminum and Poly Carbonite shade	BDF	168,000.00	On going	Bahrain
Mohamd Jala Contracting	Oasis Mall	Fire rated Automatic Steel doors	MSCEB	99,000.00	On going	Bahrain
Nass Contracting	Avenue Mall	Floor Mats	MSCEB	47,000.00	2017	Bahrain



Client Name	Project Name	Type of Work	Consultant	Value BD.	Year	Location
Havelock	Avenue Mall	Automatic Swing doors Glass Handrail	MSCEB	52,000.00	2017	Bahrain
Fundament Contracting	Tower 473 @ Juffair	Glass Balcony Handrail	Haj	34,000.00	2017	Bahrain
KMC	Durrat Al Bahrain	PVC Shade	ULF House	28,000.00	2017	Bahrain
Thabet Cebarco	Dilmonia mall	Automatic Sliding and Revolving Doors , Stainless Steel handrail	Mazen Al Omran	210,000.00	2018	Bahrain
Khurrafy Group	Cardiac Center	Special operation room doors, Automatic Sliding doors	BDF	250,000.00	2018	Bahrain
Al Hammad Contracting	Villa Mar	Automatic Doors , Revolving Doors , Glass Railing , Shower doors , metal Staircase , Wire mish , Frameless Glass works	KOE	244,000.00	2019	Bahrain
UBM Saudi	Riyadh Metro 3b2 station	Glass Handrail	ARIAL	75,000.00	2019	Saudi
Havelock	Al Shaia'a Tower	Glass Handrail	Havelock	36,000.00	2019	Kuwait
UBM Saudi	Nakheel Mall	Glass Handrail		35,000.00	2020	Riyadh
World Décor	BDF Hospital	Automatic Swing Doors	BDF	76,000.00	2020	Bahrain



# HSE & Quality Assurance Manual



# HSE & Quality Assurance Manual

## **POLICY:**

Safety has always been the primary concern of the company in all undertakings. There are a number of ways to accomplish an item of work but the procedure, which the company will adopt, shall be the one which gives the highest regard to safety .

In our present undertakings and in past project, the company has adopted a safety program, which has promoted safety practices, techniques and procedures essential for the protection of our personnel and the general public. The program, like all other program in the contract shall be updated to incorporate latest development in the field safety as will be applicable to the scope of the contract .

The company aims for the highest safety record in architectural construction industry .

## **ORGANIZATION:**

The Project Manager will be the company's field representative. He shall have the authority to stop all unsafe operations and must be capable of representing the company in all safety related matters to the client .

## **MANAGEMENT ENGINEERING SUPPORT:**

Adequate monetary allocation shall be provided for personnel protective equipment, barricades, work platforms and other necessary items to ensure safety in the work zone as well as in the lay down area. Plans shall be established in advanced for highly hazardous operations such that the management, before implementation can do further review of precautionary measures. The field engineering section shall assist in area where engineering analysis and calculations will be required. The following shall be collective actions of the member of the senior management in promoting safety.

- Selection of the proper personnel for the work during recruitment.
- Safety orientation and indoctrination of new employees.
- Enforcement of safety rules and regulations.
- Development of procedural guides for specific operations.
- Organization of an Accident Prevention Committee.
- Launching of interest sustaining activities such as contests, meeting posters, and bulletins, awards, and personnel recognition.



## **SAFETY MEETINGS:**

Management meetings Key personnel from foremen and above shall meet every Thursday afternoon to discuss accident prevention, safety plans and specific job safety recruitments. Foremen and supervisor shall be obligated to report every single accident or near to accident, which happened on their area of responsibility, discussion to be opened to point out defects in safety program and solution shall be formulated to avoid further recurrence of such accidents.

Tool Box Meeting: Every Saturday morning the Foreman or Supervisor with the assistance of the Project Manager shall give briefings and demonstrations on the safety way of performing planned operations. All information acquired from the Management meeting relevant to the operation shall be discussed. Ideas and suggestions from the workers shall be entered in these meeting.

## **SUBCONTRACTOR'S SAFETY PROGRAM:**

All subcontractor agreement shall incorporate all safety requirements in the prime contract with the client. The safety officer shall maintain a close coordination with subcontractors. Subcontractor's personnel shall be encouraged to attend mass safety meetings. Likewise, their options and recommendations towards achieving the highest degree of safety in the worksite shall be welcomed.

## **EMPLOYEE SELECTION:**

Management shall exert effort to find the right man for the job. Employee's physical and emotional condition is a prime factor in imposing the Safety program . Employees Orientation and Indoctrination: Following selection process, the new employee should be given a brief orientation by the Project Manager regarding company's safety policies. Copies of the brochure for safety practices and standards shall be available at Safety Officer for loan to each new employee. On the employee's first day of work, his Supervisor should emphasize the hazards of the work and safety rules related to the employee's assignment whenever possible. The new employee should be assigned to work with the experienced worker who can aid him in promoting safety habits. After a few weeks a follow up orientation should be conducted to reiterate the company's interest in the accident prevention.

## **TRAINING:**

There shall be continuing effort from the management to develop all supervisory personnel's instructing safety to their subordinates. Supervisor/Foremen training: Most of MASY Foremen are selected workers from construction crew who were elevated in position on the basis of their performance .Regardless of whether the foremen had been promoted from ranks within the company or hired from outside, he shall be given supervisory training and shall be made to understand his responsibilities in accident prevention and in directing works during accidents .



The following topics shall be during the foremen's training:

- ☒ Accident Prevention Organization
- ☒ Personnel protection
- ☒ Scaffolding and ladders
- ☒ Housekeeping
- ☒ Welding and cutting tools
- ☒ Flammable gases and liquids
- ☒ Steel erection
- ☒ Hoist, cranes and rigging
- ☒ Traffic control
- ☒ Hand tools, power tools, power-actuated tools etc .

Employee (Craft) Training: Daily safety contract with craftsmen is one the most effective way of training the employees. Safety as part of fabrication/installation can be emphasized as the foremen explain the “what”, “when”, “how”, “where” and “why” of the works .

**The following subjects shall be discussed during the employee safety training:**

- Hazards on the jobsite and necessary precautions.
- Personnel protective equipment
- Housekeeping
- Lift equipment and material handling
- Reporting of injured and unsafe conditions
- Safety rules and regulations
- Responsibilities in safety

In addition to the above, the following procedural guides shall be emphasized to the worker:

- Hand and potable tools
- Ladders and Scaffoldings
- Excavation, trenching and sheet piling
- Electrical installations and equipment
- Earth moving

**CORRECTING UNSAFE ACTS OF CONDITIONS:**

Generally, accidents result from unsafe acts and/or conditions. The Safety Engineer's main duty is to look for unsafe acts and conditions on every site visit. He shall bring un-complying situation to the attention of the foremen/supervisor in-charge, and demand immediate correction. When conditions are extremely serious where the lives of workers are in jeopardy, the Project Manager shall stop the work and all related activities until the correction is done .



## **ACCIDENT REPORT AND RECORD:**

Accident Investigation reports shall be informed to the management to be used in formulating preventive measures and to avert similar accident in the future. Managers (Members of the Accident Prevention Committee) conducting investigation should not view their find from a faultfinding angle. Injury and damage reports shall be circulated promptly to all concerned for proper precautionary measures. A copy of all investigation reports shall be sent to the Project Manager. All accident including "near misses" shall be investigated. More serious accidents shall be detailed in narrative form. MASY shall adapt to the forms used by client in reporting accidents. The Project Manager shall be responsible in getting the following reports accomplished :

- First injury Report
- Monthly Injury Summary
- Monthly Damaged Summary
- Supervisor Injury Analysis
- Field vehicle Accident

A file of all accident report shall be maintained with the Project Manager. These file shall be available for inspection at any time. Copies shall be forwarded to the Safety Officer of the Client .

## **SAFETY PROCEDURES :**

Personnel Protection Adequate quality of different types of protective devices shall be maintained in store for specific usage. Supervisors shall be held responsible for their men under his supervision wear the proper protective device .

### **Head Protection:**

For all construction work exposures, head protection is requirement. Hard hats shall be worn at all times on the job. Whenever needed construction workers shall wear working gloves which are suited to the type of work involved.

### **Feet Protection:**

It shall be requirements for all employees to wear the proper safety shoe in their work. All personnel in trenches where ground water is present shall be required to wear rubber boots.

### **Eye and Face Protection:**

Appropriate eye and face protection as warranted by exposure shall be worn by the employees.



## **Protective Equipment for Specific Use:**

Other personnel protective devices for specific usage shall be taken into consideration as the need arises. Safety belts should be used when working at elevated levels unprotected by handrails. Appropriate respiratory devices to protect workers from hazards such as dust, fumes, smoke, vapors, gases etc should be used at all times

## **HOUSEKEEPING:**

Good housekeeping is a very important element in accident prevention. It shall be given a special concern by the supervisor and foremen from the beginning to the final completion of the works. Although this is a common concern of all crafts and supervisors, a regular cleanup crew shall be organized to be responsible for maintaining a clean orderly worksite and lay down area .

Rules for Housekeeping: All material shall be maintained in neat stockpiles for easy access. Aisles and walkways shall always be cleared of loose tools or materials .

- Work Area: Clean-up loose materials, waste etc. immediately. This is especially important in aisles of ladders, ramps and stairs. Tools and loose materials shall be removed immediately if they form a hazard to the area.
- Oil and Grease: Spills of oil, grease or other liquids shall be removed immediately or covered with sand.
- Disposal of waste: A specific area shall be designated as a daily dumpsite of waste materials from the construction area. The accumulated waste shall be disposed of regularly to the client-designated dumpsite.
- Protruding nails: Protruding nails shall either be removed or bent over. All cleaned lumbers shall be stacked in orderly piles .

## **HAND TOOLS:**

All tools shall be kept in safe working condition. Tools shall be inspected regularly for defects. Defective tools shall not be issued to workman .

- Storage: Tools shall be stored in suitable boxes or containers.
- Repair: All damaged or worn out tools shall be promptly and soundly repaired. Make shift repairs shall be prohibited tools which cannot be repaired shall be discarded.
- Usage: The right tools must be used for the right job. No substitution shall be allowed; i.e. pliers for hammers, screwdriver for pinch bars etc.



## **LADDERS AND SCAFFOLDING:**

Ladders, scaffolding and working platforms have been responsible for many accidents through falls and falling objects. Dangers in these temporary structures shall be minimized .

- Adhere once to the standards and specifications of the client and the Kingdom of Bahrain Standards in erecting ladders, scaffoldings and platforms.
- Early examination of the site to allow the engineering department sufficient time to design the proper platform for the job.
- A well-trained scaffolding crew shall be employed in the erection of working platforms .

## **HANDLING EQUIPMENT:**

The safe operation of handling equipment involves the selection and training of the operator and proper maintenance of equipment. A systematic preventive maintenance program shall be developed .

- The condition of equipment must be checked before operation. Check should include breaks, clutches, steering mechanism, hydraulic and electrical system .
- Motor Trucks: Materials loaded should be within the safety capacity of the truck and should not project beyond the truck body in such a manner as to present a hazard to the other vehicles, pedestrian or the existing construction .
- On public highways, speed, vertical clearance and weight limit should not be exceeded. Proper government permits must have been secured before traveling with any heavy load over a public highway .
- Pick-up Trucks for transporting personnel should be provided with side/end protection and seating to prevent falls, convenient means for mounting and dismounting should be provided .
- Workers should not be permitted to get on or off a moving vehicle. Personnel should ride within the space provided, never on running boards, fender and bumpers, materials loaded in truck should be covered with safety net or any appropriate material when transport within the public roads.

**All safety precautions related to works undertaken under the present contract shall be strictly adheres to in accordance with stipulation of Client Construction Safety Manual.**



# Quality Management System Manual





## **QUALITY SYSTEM MANUAL ISO 9001:2000 (E)**

### **QUALITY POLICY**

MASY International Manufacture, Supply and install Quality Products of Metal works, Skylight, Art Glass, Rolling Shutter Doors, Shade Guard, PVC & Membrane Structure, confirming to the specifications mutually agreed upon with the customer.

We are committed to supply Quality products and bring in continual improvement in Quality Management System of the company through periodic review of the quality policy, quality objectives and compliance with the ISO 9001:2000 standard requirements to enhance customer satisfactions. Our company endeavors to maintain its core of competent work force to possess better control over pricing, costing and product quality.

The Management always cherishes team efforts, Discipline, Friendly working environment and prompts corrective and preventive actions in the organization.

### **Management**



# General Warranty Certificate





# WARRANTY CERTIFICATE

## GENERAL

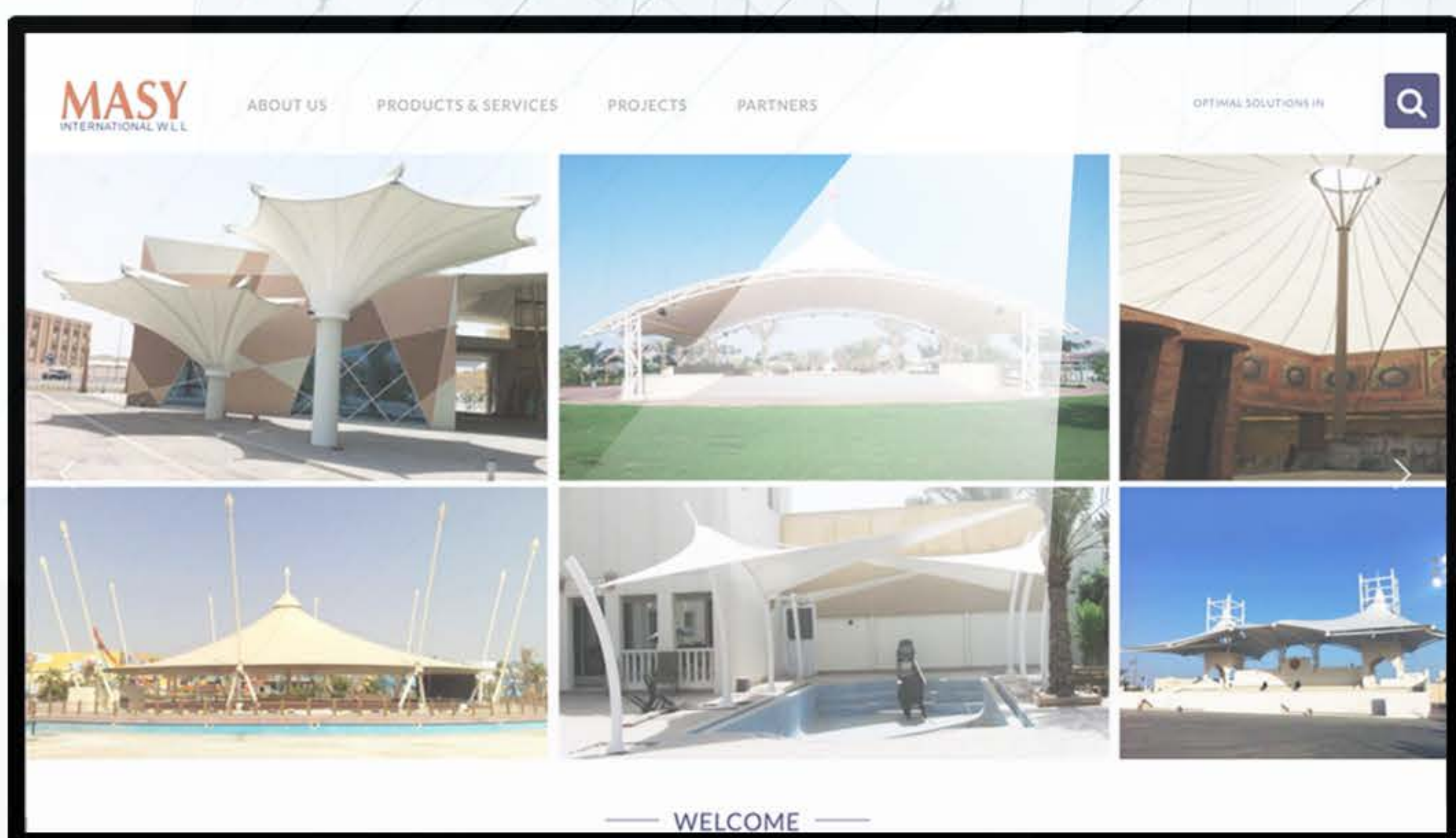
This is to guarantee the materials and workmanship of .....for a period of .....  
year/years from the date of handing over the project.

We undertake to investigate the defect upon of your written notice and we undertake to repair or restore without any cost to your company, any defective materials and workmanship within the specified period above , provided that the defects or failure are not due to acts of fire, war, vandalism or improper use and cleaning which are beyond our control.

Sincerely yours,

Management





**VISIT [WWW.MASYINTERNATIONAL.COM](http://WWW.MASYINTERNATIONAL.COM)**

In addition to information about our systems, individual products and reference projects, you will also find technical specification and catalogs on [www.masyinternational.com](http://www.masyinternational.com)



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**GLOBAL SUCCESS.**