

# **Yahia Zakaria - MSc. GradIOSH. AFOH**

First Settlement, New Cairo, Cairo – Egypt  
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[www.linkedin.com/in/yahia-zakaria-4b611b25](http://www.linkedin.com/in/yahia-zakaria-4b611b25)



## **EXECUTIVE SUMMARY**

Professional, self-driven, disciplined, highly organized Regional HSSE Manager with 20 + years of progressively senior safety, Security experience including:

Security, Safety Planning & Program Management	Risk Management and Technical Safety- JHA, PMS, SOP
Environmental Safeguards & EIA	Permit, Security Regulatory & Safety Compliance
Security Risk Analysis & Mitigation Plans	KPI, Metrics, Lag/Lead, Project & Progress Reporting
Site Inspections, HSE Audits & Investigations	Trend and measure API, NFPA, IADC, MARPOL, OCIMF, SOLAS
Tap Root & Root Cause Analysis	Committee and Senior Management Representation
Client Relations & Communications	Subcontractor Negotiations, Contracts & Relations
➤ Associate Member of the Faculty of Occupational Hygiene of British Occupational Hygiene Society (BOHS)	<b>2017 - present</b>
➤ Graduate Member of UK Institute of Occupational Safety & Health (IOSH)	<b>2016 - present</b>
➤ ISO 22000 Lead Auditor – IRCA	<b>2012 – present</b>
➤ Certified NEBOSH - IGC - with Credit	<b>2010 – present</b>

## **PROFESSIONAL EXPERIENCE**

### **KEY FUNCTIONS**

Direct and coordinate strategic planning, organization and execution of the HSE Management System including resource allocation, client relations, risk mitigation strategies, site/offshore complex audits, regulatory compliance, incident investigations, governmental representation, external committee involvement, company reporting, budgeting, forecasting, subcontractor pre-qualifications and training.

### **STAFFING & RESOURCE ALLOCATION**

- Recruit, interview, select, hire, schedule and allocate safety projects to 10 direct reports (i.e. HSE Supervisor, Senior HSE Coordinators, HSE Coordinators, HSE Administrator, HSE Trainer, Marine HSE officers)
- Administer probationary, disciplinary and performance evaluations of all staff under leadership
- Plan, organize, allocate resources (i.e. labour) and execute pre-construction safety programs (e.g. group risk assessments, project hazard assessments, project specific site safety plans, offshore/onshore construction, training & ERP matrix)
- Organize and coordinate training, employee orientations, certifications, audits, inspections and environmental assessments and risk mitigation strategies; staff, projects and sites.

### **COMMUNICATIONS & CLIENT RELATIONS**

- Communicate and liaise with clients on HSE issues including pre-qualification requirements, site safety plans, non-conformance items, incident investigations, pre-job meetings, close-out meetings and non-prime contractor concerns
- Consult with representatives from OSHA, API, NFPA , IADC , MARPOL, OCIMF, SOLAS ,STS operation on a wide range of safety compliance and regulatory issues
- Deal directly with OH&S and Municipal HSE Inspectors regarding non-conformance items, deficiency corrections, performance issues, case studies and new initiatives

### **SUBCONTRACTOR RELATIONS, NEGOTIATIONS & CONTRACTS**

- Source, negotiate contracts and secure third-party services for training, HSE signage, advanced first aid and OIS (Occupational Injury Services) Clinics
- Pre-qualify construction & offshore contractors, issue documentation (RFPs, RFQs) and allocate risk ratings based on HSE metrics and statistics

### **SAFETY TRAINING & COMPLIANCE**

- Lead and deliver training programs or seminars in Safety Documentation, Fall Awareness, Flagging, HSE MS,

- , Incident Management, Substance Abuse, and policies Management
- Oversee and control safety procedures, policies, plans and programs pertaining to PPE, WHMIS, JHA, GRA, ERP, SOP, TDG, Confined Space, Fall Arrest, Flagging, Marine, tanker operations and Spill Containment.
- Create, customize, develop, implement, track and update HSE MS at office and onshore/offshore field sites.
- Track performance and ensure site activities, environmental monitoring (municipal & provincial) and inspections comply fully with OH&S, best practices and company guidelines.

#### **INVESTIGATIONS, AUDITS & PERMITS**

- Carry out comprehensive job/site HSE audits and inspections
- Audit, pull and ensure proper permits are in place prior to and during projects (i.e. Ground Disturbance, Confined Space, Lock-out/Tag-out, Hot Work, Cold Work, Client Required, Utility)
- Carry out Root Cause and Tap Root Investigations; prepare and deliver final reports along with recommendations to senior management

#### **COMMITTEE & SENIOR MANAGEMENT REPRESENTATION**

- Co-chair monthly Road to Zero meetings with VP, GMs and JV's Managers from Operations, Commercial/Civil and Major Infrastructure groups; review Lead /Lag Indicators, Risk Mitigation Strategies, IVMS Processes, HSE Management System, Solutions Management and Effective Claims Management
- Chair monthly meetings with all members of the HSE Team to review site issues, upcoming HS E monthly committee and initiatives, training programs and areas of risk
- Participate in monthly branch meetings with the Operations Committee to review office maintenance issues, inspections compliance and areas of risk pertaining to the Office premises.

#### **REPORTING & COST MANAGEMENT**

- Create and distribute monthly, quarterly and annual performance reports (e.g. Safety Statistics, KPIs, Lead/Lag Indicators, Near Misses, Inspections, TRIFs)
- Build and present case and feasibility studies to justify costs and achieve management.

#### **Yellow Helmet Egypt**

#### **MD and Projects Principal**

**Full-time**

#### **Location Egypt/UK/Canada**

- Representing the company to major customers and professional associations; Building and maintaining an effective executive team.
- Closely monitoring the operating and financial results against plans and budgets;
- Taking remedial action where necessary and informing the board of significant changes;
- Established JVs with international companies that could bring needed and qualified services and Equipment's to Egypt

#### **ADES Group**

#### **HSSE Manager**

**Dates Employed July 2017- October 2020**

**Employment Duration 3 years 3 months**

#### **Location Egypt**

Reporting to the group HSE Director, managing Security, safety programs offshore site inspections, audits, safety controls, COR certification.

Planning impacting up to 10 staff.

- Accountable for HSSE of all staff members and labors located at the MOPU offshore rig site and accountable for the proper execution of the HSE performance according to international standards, such as Provide EHS advise to the Field Asset team and lead in the implementation of company's EHS policy in order to ensure that FSO operations in the field are conducted safely and in accordance with regulatory requirements and best industry practice.
- Responsible for the implementation of HSE standards and procedures and accountable for ensuring safe execution of Projects, Marine and operations according to ADES Safety Management Systems and processes.
- Attending external and internal audits performed at the rig and providing evidence for compliance with international ABS, RENA and NFPA standards to achieve successful outcome and to deliver outstanding results which meet and exceed company expectations for the safety performance of offshore sites in the midstream and upstream.
- Maintaining and closely monitoring safety and security KPIs set through company goals and objectives as well as demonstrating leadership in reaching zero incidents
- Review and implement low, medium and high-risk assessment plans and provide professional guidance to ensure hazards are brought to as low as reasonably practical (ALARP).
- Ensure core HSE MS fundamentals (Risk and hazard assessment, Observations, Step Back and Stop Work, Incident Investigation/Management, SOLAS and MARPOL Conventions) are implemented, monitored, reviewed and discussed regularly with offshore production complex, Marine and tanker operations.

**Shell****Total Duration One year" acquisition Period-Shell acquired BG Group".****Lead HSSE Advisor RashPetco (Shell Egypt JV)****July 2016- July 2017****Location Egypt**

Reporting to the Regional Manager, oversaw safety programs for up to 1500 site personnel with accountability for enforcing the safety program, incident investigations, inspections, auditing and compliance

- Demonstrated professional leadership in the field of safety, health and environment through continuous supervision, close monitoring, internal and external incident and safety reporting and enhancing safety awareness and emergency preparedness amongst all staff members working on onshore and offshore rigs.
- Worked with clients on QHSE related matters and worked collaboratively to build positive working relationships with project personnel in line with company goals and objectives.

**BG Group****Total Duration 14yrs****Lead HSSE Advisor RashPetco (BG Egypt JV)****Dates Employed July 2011- July 2017****Employment Duration 6yr****Location Egypt/UK**

Reporting to the Regional Manager, oversaw safety programs for up to 1500 site personnel with accountability for enforcing the safety program, incident investigations, inspections, auditing and compliance

- Manage all aspects of HSE within RashPetco, occupational health, safety and environment and monitor and report on the performance standards achieved by the company to partners periodically
- Managing and providing strong leadership and direction lead to the development of a zero-incident goal vision& world-class sustainable safety culture in RashPetco. This is in consistence with the BG Group core values & Business principals which includes the promotion, application and assessment of BG HSE Policies& Guideline.
- Driving and facilitating the development of HSE skills & behavior. and anticipating & providing expert advice in mitigating complex HSE issues for the diversified cultures and operations within the company
- Coach and mentor a group of EGAS HSE practitioners to provide high quality HSE service to the various departments within RashPetco (Operations (onshore / offshore), Drilling and Projects) to ensure their full compliant with company standards, procedures and Egyptian government laws and regulations.
- Managing new project arrangement for offshore/onshore construction such as EIA, Public consultation scope, pre-commissioning and commissioning phase.

**Corporate HSSE Advisor – Head Office - BG Egypt****Dates Employed August 2009- July 2011****Employment Duration 2 years 11 months****Location Egypt**

Reporting to VP HSSE Manager, oversaw safety programs for up to 500 site personnel with accountability for enforcing the safety program, incident investigations, inspections, auditing and compliance

- Ensuring risk assessment & job hazard analysis are done in advance of commencement of activities and ensuring all preventive & control measures are in place.
- Ensured all safety precautions are compiled and checked prior to a work activity commencing and all permits are available for work on BG head office and all safety precautions taken
- Imparted training to workforce on safety practices & commissioning activities
- participate in the preparation, audit, review and update of HSSE procedures and documents within the BG Egypt HSSE Management System, and initiate written HSSE instructions for use by all personnel
- Perform hazard evaluations on head office including premises and driving/road related hazards.
- Train all new HSE committee members and continually train and retrain the head office staff.
- Construct all emergency response plans and perform safety inspections and audits.
- Prepare daily, weekly and monthly reports.

**Wellness/ Wellbeing Team Leader – Head Office - BG Egypt****Dates Employed Feb 2003- August 2009****Employment Duration 6 years 6 months****Location Egypt**

Reporting to VP HSSE Manager, oversaw Wellbeing programs for up to 500 office personnel with accountability for enforcing the wellness, wellbeing programs.

- Build strong networks to influence key internal stakeholders and motivate employees; increasing awareness and engagement in the effective implementation of the health and wellbeing framework which will promote a wellness culture.

- Contribute to the development of strategic initiatives that support the health and wellbeing of our employees.
- Manage the implementation of health and initiatives by taking a project management approach that improve health and safety outcomes
- Manage service provider contracts and delivery support / responses associated with outsourced health and injury management services.
- Ensured all safety precautions are compiled and checked prior to a work activity commencing and all permits are available for work on BG head office and all safety precautions taken
- Prepare daily, weekly and monthly reports.

## **HSE TRAINING & CERTIFICATIONS**

- Master of Science in Safety, Health and Environment - The University of Greenwich – UK " with Merit July 2015"
- Certified W201 – Basic Principles in Occupational Hygiene Training course under the OHTA (Occupational Hygiene Training Association) international qualification scheme. Gully Howard-UK
- NEBOSH International General Certificate in Occupational Health and Safety (IGC) - 2004
- Incident Investigation and Reporting
- Root Cause Analysis. TapRoot® 2 days training course
- Behavioral Safety Trainer- Practitioner Skills Certificate, Ryder Marsh Safety Limited
- Emergency response and Crisis Management
- Fatigue Management in the Workplace
- Mandatory Induction Orientation Trainer
- Health Risk Assessments.
- Occupational Workplace Exposure standard
- Defensive Driving TOT and Assessor
- Principles of Health & Safety Management Certificate
- Attend HSE Tools and Techniques
- Attend "BG Leading with Safety Workshop"
- Attend "BG Business Discovery Workshop"
- Attend Root Cause Analysis 'REASON' Training
- Attend TBOSIET & THUET - certified
- Ergonomics TOT and Assessor
- Risk Assessment Methods
- First Aid Training
- Fire Fighting Training
- Management of Change
- Work Control Procedure (WCP)& Gas Detection
- FSO operator's procedures manuals comply with ISM Code requirements, ADES group
- Attend QHSE Excellence & Sustainability, Hudson Consulting Group LTD
- Risk Management and Technical Safety – Hughes Risk Management - UK

## **Software & Computer**

- Operating systems (Windows and MacOS)
- Office suites (Microsoft Office, G Suite)
- Presentation software (PowerPoint, Keynote)
- Spreadsheets (Excel, Google Spreadsheets, etc.)
- Communication and collaboration tools (Skype, etc.)
- E-mail, internet (advanced search)
- social networking websites such as Twitter, LinkedIn & CCPS Process Safety Beacon
- Programs: (MOVIE MAKER, THEN, LINGO)

## **References furnished upon request.**



# YAHIA ZAKARIA

HSSE I

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## CONTACT

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## CERTIFICATES OF QUALIFICATIONS

With my comprehensive experience directing safety, security, health and environmental issues and compliance—along with my finely honed organizational and staff training abilities—I feel that your business would benefit with my record of successful safety management.

I look forward to discussing my qualifications with you further.

Thank you for your time and consideration.

Sincerely,  
**YAHIA ZAKARIA**



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University of Greenwich

YAHIA ZAKARIA ALY MOUSTAFA

has been awarded the degree of  
**MASTER OF SCIENCE with MERIT**  
having followed an approved programme in  
SAFETY, HEALTH AND ENVIRONMENT

12th February 2015

Professor David Maguire  
Vice-Chancellor

The Rt Hon. the Baroness  
Scotland of Asthal PC QC  
Chancellor



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An official transcript of results is produced as supporting documentation for this award

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Institution of  
Occupational Safety and Health

Incorporated by Royal Charter 2003

This is to certify that

**Yahia Zakaria Aly Moustafa**

was admitted as a

**Graduate Member**

on

**11 March 2016**

Signed on behalf of the Council

Cert No. 184890



*Bew Messinger*  
Chief Executive  
*G. M. M.*  
President



This certificate remains the property of the Institution of Occupational Safety and Health and should be returned if requested.



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Faculty of  
Occupational  
Hygiene



**This is to certify that**

***Yahia Moustafa***

**was admitted to the**

**Faculty of Occupational Hygiene**

**at**

***Associate Member***

**on**

***13/03/2017***

A handwritten signature in black ink, appearing to read 'Yahia Moustafa'.

**Registrar**



This document shows the holder's grade of membership within the Faculty of Occupational Hygiene on the date of issue.  
Employers or clients wishing to check the holder's current membership status should contact BOHS.

BOHS, 5/6 Melbourne Business Court, Millennium Way, Pride Park, Derby, DE24 8LL, UK  
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**nebosh**

## NEBOSH International General Certificate in Occupational Health and Safety

This is to certify that

**Yahia Zakaria Aly Moustafa**

was awarded this qualification on

25 February 2010

with Credit



The National Examination  
Board in Occupational  
Safety and Health  
Registered in  
England & Wales No. 2088100  
A Charitable Company  
Charity No. 1050444

David Morris   
Chairman

Teresa Budworth   
Chief Executive

Master log certificate No: 00072664/1187591



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**nebosh**

## Management of international health and safety

A unit of the NEBOSH International General Certificate in  
Occupational Health and Safety

**Yahia Zakaria Aly Moustafa**

achieved this unit on

25 February 2010

David Morris  
Chairman

Teresa Budworth  
Chief Executive

Master log certificate No: 00072660/178456



The National Examination  
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Charity No. 1010444



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**nebosh**

## International health and safety practical application

A unit of the NEBOSH International General Certificate in  
Occupational Health and Safety

**Yahia Zakaria Aly Moustafa**

achieved this unit on

25 February 2010

David Morris  
Chairman

Teresa Budworth  
Chief Executive

Master log certificate No: 00072560/179448



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**nebosh**

## Control of international workplace hazards

A unit of the NEBOSH International General Certificate in  
Occupational Health and Safety

**Yahia Zakaria Aly Moustafa**

achieved this unit on

25 February 2010

David Morris  
Chairman

Teresa Budworth  
Chief Executive

Master log certificate No: 00072660/178933



The National Examination  
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Charity No. 1010444



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# *Certificate of Training*

**Yahia Zakaria**

*Successfully Completed the*

*2 Day TapRoot® Incident Investigation &  
Root Cause Analysis Training*

*Presented by*

*Eng. Elamir Abouzeid, Eng. Mohamed Elgammal, Eng. Mohamed El-Banan*

*on*

**16-17 September 2020**

Three handwritten signatures in black ink, stacked vertically. The top signature is 'Elamir Abouzeid', the middle is 'Mohamed Elgammal', and the bottom is 'Mohamed El-Banan'.

**Certified Trainer(s)**

*Authorized by System Improvements undersigned license agreement 2020*



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**WWW.LINKEDIN.COM/IN/YAHIA-ZAKARIA-4B611B25**

# *Certificate of Attainment*

This is to certify that

**YEHIA ZAKARIA ALY MOUSTAFA**

has successfully completed the five day:

**ISO 22000:2005**

**Food Safety**

**Lead Auditor Course**

and has been assessed as 'competent' in the following competency units:

- RAIBQSA-AU : Management systems auditing  
Examination Date : 01/03/2012
- RABQSA-FS : Auditing Food Safety management systems  
Examination Date : 28/02/2012
- RABQSA-TL : Leading management system auditing teams  
Examination Date : 02/03/2012



President / Jung Rak, Lim

Certificate Number PN\_00708

Issue Date 02/04/2012

**ISO CERTIFICATION CO., LTD**



[www.rabqsa.com](http://www.rabqsa.com)



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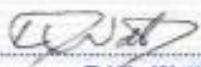
that

*Yahia Zakaria*

has attended

International Occupational  
Hygiene Module W201  
Basic principles of Occupational Hygiene

7<sup>th</sup>-11<sup>th</sup> November 2011



Eddie Watts  
MSc CMIOSH LFOH  
Occupational Hygienist



Phil Johns  
CChem MRSC MFOH  
Course Director



OH learning.com



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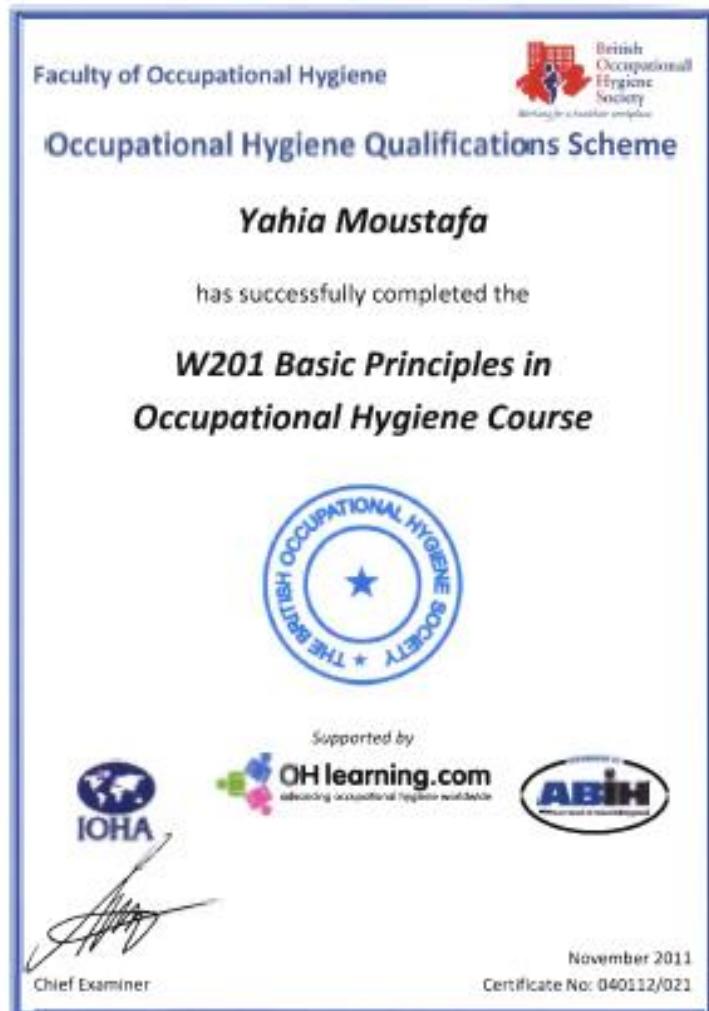
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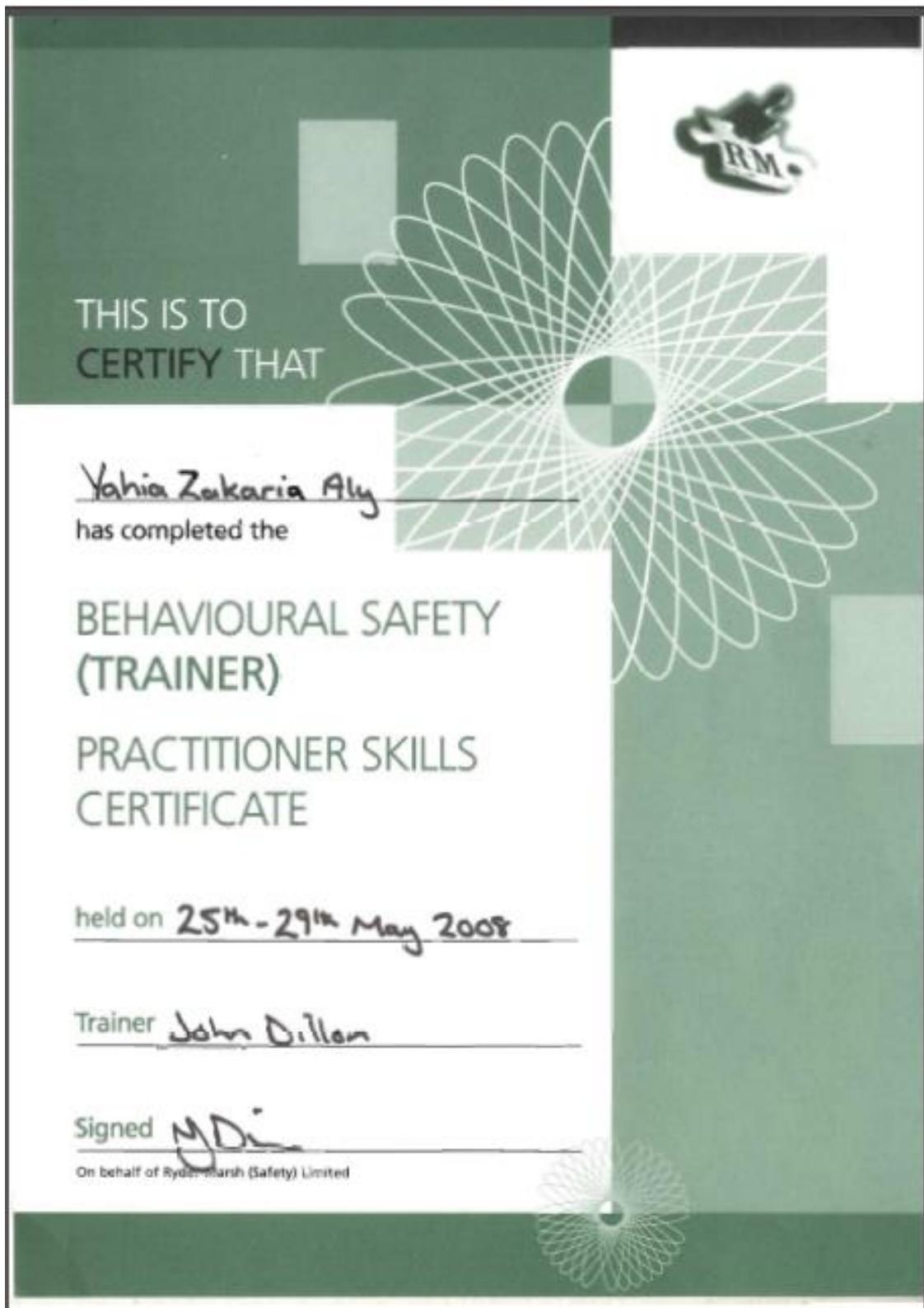
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**SETTEC**  
THE TRAINING HOUSE



**SETTEC awards this certificate of participation to**

**Mr. Yehia Zakaria**

**BG Egypt**

**for attending the course on**

**First Aid & CPR  
(Primary Care)**

Organized on October 23, 2008



  
**Dr. Mazen Bassiouny**  
(M.D)  
Emergency First Response Instructor  
Instructor No. EFR1618

  
**Mohamed Y. Fahmy**  
Chairman



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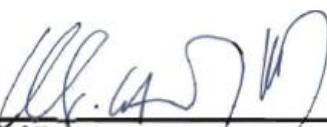


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**THIS AWARD IS GIVEN TO  
THE "SAFETY AMBASSADOR":  
August 2013  
Yahia Zakaria**

**In recognition of his commitment to safety and achieving our HSE goals**

  
Khaled Kacem  
General Manager & Managing Director

  
Eng. Mohamed Ali - El Masry  
Chairman & Managing Director



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