

CURRICULUM VITAE

Personal Data

Name : Anis Sulaeman
Date of Birth : Tegal, 09 April 1972
Address : Perum Alam Sejahtera Dedy Jaya Blok A No. 38-39
Brebes – Jawa Tengah
Phone No. : +62-811-291-8989
Nationality : Indonesia
Religion : Moslem
Height : 168
Weight : 62
Marital Status : Married



Background Education

Elementary School	: SD Ihsaniyah III Tegal Jawa Tengah	1978 - 1984
Junior High School	: SMP Ihsaniyah Tegal Jawa Tengah	1984 - 1987
Senior High School	: SMA Negeri 2 Tegal Jawa Tengah	1987 - 1990
Diploma	: Akademi Pimpinan Perusahaan Jakarta	1991 - 1995
	Majoring in Production Management	

Experiences

Organization	Position	Period	Job and Responsibilities
Pertamina Hulu Energy WMO	Sr. HSSE Officer	Jun 2014 – Present	<ul style="list-style-type: none">- Cascading HSSE Objective Target and Plan from zone11 Regional 4 to PHE WMO (AKHLAK, CSMS online, CLSR, P-HORSE, SIAP SELAMAT, SITEPAT, One SIKa SHU, KARIB, SWA etc.)- Collaboration with Doctor on Duty for health campaign (MCU, DCU, BUGAR and health talk)- Campaign and review Risk Register PHEWMO (onshore and offshore)- Facilitator (trainer) for One SIKa SHU (Sistem Izin Kerja Aman) and training schedule- Followed up action for Operation Risk Assessment and PSAIMS- Analyze PEDULI card online for followed up and campaign

			<ul style="list-style-type: none"> - Review emergency response procedure and drill schedule onshore and offshore - HSSE representatives for incident report and investigation including recommendation for lesson learnt - Member of GTPL (Gugus Tugas Pengendalian Lingkungan) as PPPA leader (Penanggungjawab Penanggulangan Pencemaran Air) - Involve on socialization and relation with stakeholder and community development (Gresik and Bangkalan) - Proposed and cost control for PHE WMO safety program and campaign base on SKK Migas Work Program and Budget - Arrange HSSE workshop to skill up personnel to fulfill requirement (CLSR, Risk Register, BBS etc)
HESS Indonesia Pangkah Limited (HIPL) Ujung Pangkah GRESIK	Offshore HSE Specialist	Oct 2010 – Jun 2014	<ul style="list-style-type: none"> - Reviewed HSE procedures and HSE management systems and program for HESS offshore project - Establishing offshore passport system with barcode scanner for all personnel working in offshore - Lead for Site Self Audit, PTW audit, isolation audit and inhibit audit - Perform Supervisory Site inspection and monitoring status of the observations - Perform offshore emergency drill and schedule base on top ten project hazard analysis - Established training matrix for offshore personnel - Personnel On Board arrangement, health program and EHS Observation card program - Perform regular hygiene inspection with paramedic on duty - Perform environmental program in offshore (waste segregation and record, chemical storage, water and energy saving) - Established safety leader program in offshore and creates safety

			<p>leader rooster for all offshore personnel</p> <ul style="list-style-type: none"> - Review all Job Safety Analysis prior work execution in offshore - Lead EHS weekly performance meeting and safety reward recognition - Monitoring and record high risk contractor engagement in offshore - Join operation morning meeting and contractor tool box talk on site - Established annual EHS program as per Hess elements - Arrange operation personnel to performs monthly safety equipment inspections - Campaign for 7 Hess rule and safety alert to all offshore personnel in daily basis
<p>PT. Surveyor Indonesia for HESS project (Fabrication, Pipeline and Hook Up Commissioning)</p>	<p>HSE Coordinator</p>	<p>Jul 2009 – Oct 2010</p>	<ul style="list-style-type: none"> - Reviewed HSE procedures and program refer to client requirements (HSE plan and program) - Arrange rotation schedule for HSE personnel onboard - Reviewed HAZID, JSA and HSE campaign on fabrication and installation - Inspect CTR marine spread for pipe line and jacket installation project - Review Permit to Work and JSA issued by CTR for routine and non routine including SIMOPS activities - Lead daily CTR-SPV coordination meeting to follow up finding and safety issues - Monitoring daily Tool Box Talk and CTR pre job meeting - Analyze and follow up action for safety observation onboard - Monitoring regular inspection for lifting appliance, lifting gears, tools and equipment, PPE stock, First Aid Kit, etc.

			<ul style="list-style-type: none"> - Regular meeting with Client Site Representatives for HSE plan and program ongoing
TOTAL E&P Kalimantan	MTH SPV (SPU-TUNU Phase 12 and 13 Kalimantan)	Jun 2008 – Jul 2009	<ul style="list-style-type: none"> - Ensure all TOTAL E&P EHS project development procedures are in place and implemented properly - Supervise and monitoring daily TBT prior to start the job - Lead for JRA reviewed and socialization to personnel - Supervise and make sure EHS procedures and JRA are implemented in place - Supervise and witnesses the regular inspection for lifting appliance, lifting gears, tools and equipment, PPE inventory control, First Aid Kit, etc. - Evaluation and recommendation for emergency drill held by CTR regularly - Monitoring safety and environmental program done by CTR - Encourages and campaign for CeRMAT observations to all personnel
NIPPON STEEL BATAM	HSE Project Coordinator (TOTAL E&P Peciko 5 and North Belut Conocophillips)	3 July 2007 – 05 June 2008	<ul style="list-style-type: none"> - Ensure the project base on HSE plan and procedures approved by company - Reviewed Job Risk Assessment for each activities and lead pre-job meeting prior starting the project - Supervise Safety Officer on duty to manage their area in charge - Creates and supervise the safety campaign base on STOP record - Analyze STOP (Safety Training Observation Program) and anomaly card sent by CPY and all members to decide any safety campaign on yard - Followed up the observation base on the priority - Host monthly safety award as per client requirement

			<ul style="list-style-type: none"> - Creates HSE inspection schedule and supervise the implementation with CPY - Creates emergency drill schedule and scenarios on each area - Attended regular meeting with CPY and solving the outstanding issued on yard and other issued to be solved - Arrange and host monthly safety meeting including the safety awards - Creates and or translated weekly safety topics that will be delivered by safety officer on weekly safety meeting
PT. EPSON BATAM	HSE Supervisor	1 Mar 2002 – 20 July 2007	<ul style="list-style-type: none"> - Responsible and lead HSE Management System (SMK3) and Environmental Management System implementation (ISO 14001-2004) - Conducted and lead Monthly Safety and Environmental meeting with all department - As coordinator for Safety Internal Audit (SMK-3) and ISO 14001:2004 Internal Audit - As auditees coordinator for surveillance audit (ISO 14001:2004 and SMK3) - Evaluate and review Risk Assessment sent by all PEB department - Conducted emergency drill and regular safety patrol - Regular report to local government regarding safety and environmental measurements (K3 and AMDAL) - Socialization and campaign to all employees for New Epson Safety Program (NESP) and its implementation - Socialization and campaign for Zero Emission Program and report to head quarter.

			<ul style="list-style-type: none"> - Report and evaluate energy conservation program to head quarter - As editorial head for PEB safety and environmental internal bulletin
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Training and workshop Record

Training/Workshop	Place and Date	Held by
Workshop Pertamina CSMS Online System (CSMS full cycle step)	Surabaya, 20-21 May 2025	Pertamina Regional 4
Pelatihan dan Sertifikasi Penanggung Jawab Pengendalian Pencemaran Air (PPPA)	Bogor, 14-17 April 2025	Saylendra – Jakarta
Penerapan Pelaporan HSE Indeks Kontraktor KKS secara Online (Bimtek)	Jakarta, 23 Jan 2025	SKK Migas
Workshop dan konsolidasi Implementasi Working Organization	Malang, 15-17 Dec 2024	PHEWMO
Train of Trainer ONE SIKa SHU	Yogyakarta, 09-13 Dec 2024	HSSE Regional 4
Workshop evaluasi dan monitoring kinerja HSSE zona 11 tahun 2024 (kuartal III)	Malang, 4-5 Desember 2024	Zona 11 Regional 4
HSSE Risk Management and Risk Register Operation Workshop	Gresik, 25-26 Nov 2024	SHU Regional 4
Workshop Peraturan Perundangan dan Monitoring HSSE Risk Register 2024 dan Major Accident Hazard (MAH)	Bandung, 20-24 Oct 2024	SHU Regional 4
Incident Command Center – Pengelolaan Tanggap Darurat dan Manajemen Krisis di Lingkuyngan SHU	Gresik, 30 Sep – 02 Oct 2024	PT. Rhuekamp Indonesia
Rapat Monitoring WP&B 2024 dan Pre WP&B 2025 Aspek K3LL	Semarang, 26-27 Aug 2024	SKK Migas and Regional 4 zona 11
Workshop one Sistem Ijin Kerja Aman (SIKA) Subholding Upstream	Jakarta, 27-29 May 2024	Pertamina Sub Holding Upstream
Upskilling/training sertifikasi program PCU sebagai admin P-Horse	Jakarta, 5-9 May 2024	Pertamina Sub Holding Upstream
Upskilling CSMS Auditor	Malang, 24-26 April 2024	Pertamina zona 11 Regional 4
Pelatihan AK3 Umum – Pembinaan Pengawasan Norma K3	Semarang, 11-23 Feb 2019	Adhikarya Kualita Utama
IMO Level-2 Oil Spill Response	Sentul, 14-15 May 2018	OSCT - Jakarta
IMO Level-1 Oil Spill Response	Surabaya, 30 Nov – 3 Dec 2010	Response Multi Dimensi - Jakarta
Train of Trainers	Bogor – 12-15 Mar 2018	Handal Consultant

Environmental & Waste Management	Gresik, 01 – 04 Aug 2017	Phytagoras- Jakarta
ISRS8 Assessor Training	Gresik, 2-6 May 2017	DNV – GL - Jakarta
Training recertification for K3 Pengawas	Cepu, 10-16 Feb 2017	Powerindo - Jogjakarta
Health Risk Assessment	Bogor, 3-5 Jun 2015	HSH Consultant - Jakarta
International General Certificate in Occupational Health and Safety (IGC -NEBOSH)	Bali, 14 – 26 Nov 2011	Handal Consultant - Jakarta
Management Of Major Emergency (MoME)	Jakarta, 20-23 Mar 2011	Benchmark - Jakarta
AMDAL Penyusun Transisi untuk Eksekutif	Batam, 21-26 Jan 2008	Pusat Penelitian Lingkungan Hidup Universitas Diponegoro

This CV was made correctly,

Yours faithfully



(Anis SULAEMAN)