

SAF-01

General Requirements for Safety and Fire Protection Directives

Version 2.0

Safety & Fire Protection Directives For Industrial Facilities

2017



KINGDOM OF SAUDI ARABIA
MINISTRY OF INTERIOR
HIGH COMMISSION FOR INDUSTRIAL SECURITY

RESTRICTED

All Rights reserved to HCIS. Copying or distribution prohibited without written permission from HCIS

Kingdom of Saudi Arabia

Ministry of Interior

High Commission for Industrial Security

Secretariat General



المملكة العربية السعودية

وزارة الداخلية

الهيئة العليا للأمن الصناعي

الأمانة العامة

SAF-01 General Requirements for Safety and Fire Protection Directives

Version History

Item	Description	Issue Date
1	Original Issue	<ul style="list-style-type: none">• 12 Jumada II, 1431• 26 May, 2010
2	Version 2.0	<ul style="list-style-type: none">• 5 Rajab, 1438• 2 April, 2017

Kingdom of Saudi Arabia

Ministry of Interior

High Commission for Industrial Security

Secretariat General



المملكة العربية السعودية

وزارة الداخلية

الهيئة العليا للأمن الصناعي

الأمانة العامة

SAF-01 General Requirements for Safety and Fire Protection Directives



SAF-01 General Requirements for Safety and Fire Protection Directives

Table of Contents

1.	Purpose.....	1
2.	Scope	1
3.	Acronyms.....	2
4.	References.....	2
5.	General	2
5.1.	Application.....	2
5.2.	Conflicts and Deviations	3
5.3.	Non-Disclosure Agreements.....	3
6.	Service Providers	3
6.1.	General	3
6.2.	Safety Consultants.....	4
6.3.	FP Consultants	4
6.4.	FP Contractors	4
7.	HCIS Reviews	5
7.1.	Submission Documentation	5
7.2.	Submittal Rules.....	6
8.	Fire Protection Workflow	7

Kingdom of Saudi Arabia

Ministry of Interior

High Commission for Industrial Security

Secretariat General



المملكة العربية السعودية

وزارة الداخلية

الهيئة العليا للأمن الصناعي

الأمانة العامة

SAF-01 General Requirements for Safety and Fire Protection Directives



SAF-01 General Requirements for Safety and Fire Protection Directives

1. Purpose

The purpose of this directive is to provide general requirements for all Safety and Fire Protection Directives listed in Section-2 applicable to companies and organizations under the supervision of the High Commission for Industrial Security, Ministry of Interior.

2. Scope

- SAF-01 *General Requirements for Safety & Fire Protection Directives*
- SAF-02 *Environmental, Health and Safety Management*
- SAF-03 *Buildings for Industrial Facilities*
- SAF-04 *Fire Protection Systems and Equipment*
- SAF-05 *Industrial Drainage*
- SAF-06 *Plant Layout, Spacing, and Access*
- SAF-07 *Onshore and Nearshore Wellsite Safety*
- SAF-08 *Storage Tanks and Storage Vessels*
- SAF-09 *Fireproofing in Plants*
- SAF-10 *Pressure Piping, Transportation Pipelines and Pressure Vessels*
- SAF-11 *Emergency Shutdown, Isolation, and Depressuring*
- SAF-12 *Electrical Safety*
- SAF-13 *Work Permits, Isolation of Energy, and Hazardous Work*
- SAF-14 *Manufacture, Transportation, Storage, and Use of Explosive Materials*
- SAF-15 *Private Industrial Fleet Vehicle Filling Stations*
- SAF-16 *Bulk Plants and Air Fueling Support Facilities*
- SAF-17 *Offshore Production Facilities*
- SAF-18 *Mines and Mineral Processing Plants*
- SAF-19 *Power Plants and Associated Facilities*
- SAF-20 *Pre-Incident Planning and Management of Emergencies*
- SAF-21 *Personal Protective Equipment¹*
- SAF-22 *Portable Electric & Electronic Devices²*
- SAF-23 *Flammable/Combustible Liquids in Portable Containers (*)*
- SAF-24 *Hazardous Materials in Portable Containers (*)*
- SAF-25 *Incident Reporting and Investigations (*)*

(*) New

¹ Merged with SAF-13

² Merged with SAF-12



SAF-01 General Requirements for Safety and Fire Protection Directives

3. Acronyms

FO	Facility Operator: the owner, operator or lessee of a facility
FP	Fire Protection
HCIS	High Commission for Industrial Security
KSA	Kingdom of Saudi Arabia
SAF	Safety and Fire Protection
SEC	Security
Shall	Indicates a mandatory requirement

4. References

The latest versions of the references in each SAF directive shall be used during the engineering design phase. Compliance with the references updated after the completion of design and engineering is at the discretion of the FO.

5. General

5.1. Application

- 5.1.1. The HCIS has the ultimate authority to administer the directives.
- 5.1.2. The most recent versions of HCIS Directives supersede others.
- 5.1.3. The HCIS Directives are applicable to all existing and new facilities, the expansion of existing facilities, and upgrades.
- 5.1.4. FOs shall comply with the newer versions of the SAF directives and upgrade facilities unless they have already upgraded, or in the process of upgrading in accordance with the 2010 versions of SAF directives.
- 5.1.5. The FO shall not start safety and fire protection related work until HCIS approval of the final design and equipment.
- 5.1.6. Any major design or installation changes after HCIS approval shall be submitted to HCIS for concurrence.
- 5.1.7. The FO shall correct any deficiency identified by HCIS surveys and reviews.



SAF-01 General Requirements for Safety and Fire Protection Directives

5.2. Conflicts and Deviations

5.2.1. Where implementation of a requirement is unsuitable or impractical, where other equivalent company or internationally recognized Standards and Codes are followed, or where any conflict exists between the Directives and other company Standards and Codes, the deviations shall be resolved by the General Secretariat of the HCIS.

5.2.2. Deviations from the requirements of the Directives shall be listed and submitted in a report of non-compliance, with justification and rationale for not following the requirement. The justification must provide an equal alternative to the requirement that is being deviated from. The approval shall be received from the General Secretariat of the HCIS prior to implementation. The documents (justification and approval) shall be retained by the company in its permanent engineering files.

5.2.3. The HCIS reserves the right to reject any non-compliant equipment, system, or suppliers. In case any equipment, system, or supplier is rejected by HCIS, the FO shall replace it with one that is approved or submit additional details for justification of approval.

5.3. Non-Disclosure Agreements

5.3.1. Companies involved in projects shall sign “Non-Disclosure Agreements” stating that no proprietary document will be disclosed to a third party without prior written approval from FO.

6. Service Providers

6.1. General

6.1.1. All companies providing but not limited to general or specific engineering, procurement, and construction services at facilities supervised by HCIS shall comply with the applicable laws of the Kingdom of Saudi Arabia.

6.1.2. There shall be no outstanding objections, reservations or claims by any other party against the service providers.

6.1.3. FO shall be responsible for due diligence in service provider selection.



SAF-01 General Requirements for Safety and Fire Protection Directives

6.2. Safety Consultants

- 6.2.1. Safety consultants shall be licensed and registered in accordance with the applicable laws and regulation of the KSA including approval by HCIS.
- 6.2.2. They shall have proper tools and resources, qualified personnel and demonstrable experience relevant to Process Safety Management requirements of SAF-02.
- 6.2.3. An Engineering, Procurement & Construction Company may act as a safety consultant if they fulfill the requirement of Section 6.2.1.

6.3. FP Consultants

- 6.3.1. FP consultants shall be licensed and registered to perform consultancy in accordance with the applicable laws of the KSA including approval by the HCIS.
- 6.3.2. FP consultants shall be professional engineers licensed in their respective countries and have no less than 5 years of fire protection engineering experience in the following duties:
 - a. Implementing building codes, NFPA standards, etc.
 - b. Fire Hazard Analysis
 - c. Development of Engineering Design Packages
 - d. Approval (stamp, signature and date) of Contractor's shop drawings for compliance with the codes, standards and bid documents
 - e. Troubleshooting during construction/installation
 - f. Participating in commissioning of the fire protection systems

6.4. FP Contractors

- 6.4.1. FP contractors shall be licensed and registered to supply, install, test, inspect and maintain specific fire protection systems (fire detection and alarm, special extinguishing systems and water based fire suppression systems) in accordance with the applicable laws and regulations of the KSA including approval by the HCIS.
- 6.4.2. FP contractor's personnel shall have formal trade-relevant training.



SAF-01 General Requirements for Safety and Fire Protection Directives

7. HCIS Reviews

7.1. Submission Documentation

FO shall submit to HCIS the following documentation, when applicable and becomes available during the course of a project.

SAF-01	A list of non-compliances, if any
SAF-02	Risk assessment report Process hazard analysis summary Pre Startup Safety Review (PSSR) report
SAF-03	Building siting evaluation Building occupancy classifications Building code requirements Front-end engineering design package
SAF-04	FP systems installation drawings Detection and alarm cause & effect diagrams FP system calculations Specific FP equipment data sheets FP systems commissioning documentation
SAF-05	Oily water sewer system drawings Surface water drainage system drawings
SAF-06	Plant layout with clearances marked
SAF-07	Risk assessment Land use criteria
SAF-08	Storage tank data Fire protection systems for storage tanks
SAF-09	Fire hazardous area map Fireproofing
SAF-10	Risk assessment Land use criteria
SAF-11	System description Cause and effect diagram
SAF-12	Electrically classified area maps
SAF-13	Based on specific request by HCIS



SAF-01 General Requirements for Safety and Fire Protection Directives

SAF-14	Risk assessment for non-compliant facilities Facility map with inter-building distances Maximum explosive quantities to be stored Structural details including barricades Magazine/plant ventilation method Area drainage system Documentation required in referenced SAFs Statement of compliance signed by FO management
SAF-15	
SAF-16	
SAF-17	Documentation required in referenced SAFs
SAF-18	
SAF-19	
SAF-20	Major drill dates (to be submitted 3 months prior)
SAF-23	Documentation required in referenced SAFs
SAF-24	Statement of compliance signed by FO management
SAF-25	Security incident report Major incident report Investigation reports for security and major incidents

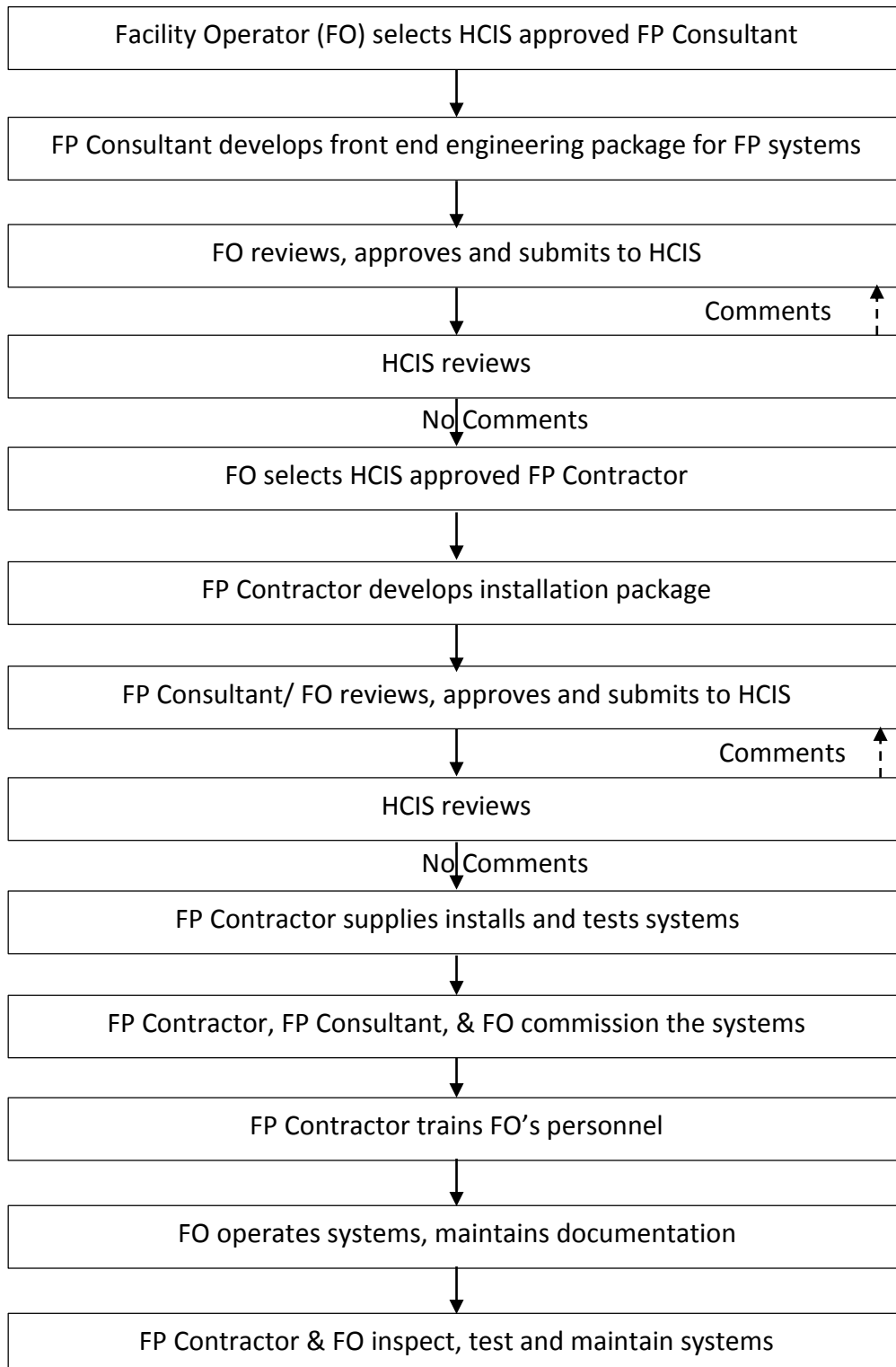
7.2. Submittal Rules

- 7.2.1. All submissions to the HCIS shall be in writing.
- 7.2.2. Additional documentation shall be submitted only when requested.
- 7.2.3. All submissions shall be provided on a compact disk and in full size hard prints unless specifically allowed by the HCIS otherwise.
- 7.2.4. Resubmission shall be made when directed by HCIS.



SAF-01 General Requirements for Safety and Fire Protection Directives

8. Fire Protection Workflow



Kingdom of Saudi Arabia

Ministry of Interior

High Commission for Industrial Security

Secretariat General



المملكة العربية السعودية

وزارة الداخلية

الهيئة العليا للأمن الصناعي

الأمانة العامة

SAF-01 General Requirements for Safety and Fire Protection Directives
