

**Mypru Manpower Supply** مايبرو للتـزويـد بعـامـليــن













#### Welcome to MYPRU

## **About Us MYPRU**

We are a leading service provider to the oil and gas production and processing industries in UAE. We design, build, operate and maintain Oil and Gass Projects, Oil Refinery, Power Plant Projects, Steel Plant Project, LNG Project, Utilities and Pipeline Projects etc. with a reputation for commitment, delivery and operational excellence.

We also holding the expertise in maintenance of Onshore/Offshore facilities including the Power Distribution System.



### We Believe That Every Incident is Preventable

Every one of our colleagues—as well as our partners and subcontractors—has stop-work authority. If it's not safe, we don't do it. We reinforce this philosophy through a combination of technical field procedures, ongoing training, and a Life Critical Requirements Program that highlights activities that could be life-threatening when not executed according to published procedures.

Public safety is a critical part of our environmental, safety, and health programs, and we work with all appropriate stakeholders to improve industry and national standards with integral approach. On many projects, we prepare and implement traffic safety management plans specific to the work site and to the local roads over which equipment and materials flow to support construction.

#### Our vision

"To become a recognized Engineering, Procurement, Construction and Maintenance Company in Middle East with specialized services in the field of Civil, Mechanical, E&I and control systems."

### Our Values Commitment

We are committed to our partners, customers, suppliers, and our focus is to meet expectations.

### Our Safety

Safety is our first and our most important value, from our people, clients and the communities we work in, to the integrity of the assets and facilities we build, maintain & run.

### @ Our Mission

"To complete every project with compliance to HSE requirements, high quality, on time, within budget and to the complete satisfaction of the clients with integral approach."

### **Our Quality**

We deliver each project with the highest standards of quality and recognition by the Client.

### Our Ethical

We aspire to the highest standards of ethical behavior. This means doing the right thing for our clients, employees, communities and the environment in which we operate.



### **EPC Contracts & Construction Works**

We carry out detailed engineering designs of projects, procure all the necessary equipment's and materials, and then construct to deliver a functioning facility or asset to our clients which confirm to the required quality and reliability. Well trained & highly skilled engineers, Supervisors, designers & technicians work hand in hand to attain outstanding results. The dedicated team's service translates into the utmost satisfaction at the client's end.

### Structural

- ✓ Fabrication of Heavy duty/ Medium and light weight Steel Structure
- ✓ Support fabrication for E&I Scope
- Fabrication of Pipe supports
- ✓ Installations of Structures / Support
- ✓ Painting/fire proofing/Hot Dip Galvanizing
- ✓ Fabrication of Composite Steel Buildings for Offshore/Onshore

### Mechanical

- ✓ Fabrication
- ✓ Tanks Fabrication (Small Sizes)
- ✓ Fit-up, alignment of equipments and tie-ins etc.
- Erection of Pumps, Motors, Valves, Spectacles, Fabricated Spools, Tubing, Supports Vessels, Tanks etc
- ✓ Levelling/shimming/alignment
- ✓ Installation of Skids, Package Equipments etc.
- Hydrotest of valves, spools etc
- Pre-commissioning
- Maintenance and upgrade of Equipment
- Commissioning assistance
- Retrofit Jobs



















## Pipline / Piping Works

- ✓ Installation of Pipes as a part of major/minor pipeline projects.
- Fitup, welding of pipeline
- ✓ Tie-in of pipeline- normal joint and temperature tie-ins.
- ✓ Pipelines/flowlines installation.
- Trunk line piping.
- Spools Fabrication & installation of pipeline projects.
- ✓ PWHT/NDT.
- Painting/insulation.
- Hydro test.
- Metallic/Non-metallic piping.
- Erection of Valve Stations, Pumps Stations, Scrapper/Louncher, Scrapper handling unit associated to Gas/Liquid pipeline projects.
- Brown field modifications.
- Above Ground/Underground Site installation.
- Positive Isolation's.
- ✓ Pipeline Decommissioning/Demolition-Gas/Oil Lines.
- ✓ Pipeline Demolition.
- Pigging operations.
- ✓ Venting & drainage.

## **Testing & Commissioning**

- Pipeline & Spools, Valves, Hydrotest-Cleaning, Guaging, Testing, Dewatering, Swabing, Drying, Nitrogen Purging.
- Venting as per procedure.
- Gas anylysis to identify presence of hydrocarbons.
- Demolition of line in segments and removal (Oil OR Gas).
- Restoration
- ✓ Plant Lighting
- Process Equipment Package
- ✓ Telecom
- ✓ F & G System

























#### **OUR COMPANY POLICY**

# Health, Environment & Safety Policy

MYPRU Manpower Supply recognizes to achieve the desired objectives of operational performance of activies along with the supplied services to meets the requirements of our customers as set forth in the specifications, contractual documents and other written instructions. The establishment committed to the following:

- To comply with all applicable laws, regulations, codes of practice, and other legal requirements to which the company subscribes.
- To achieve and maintain compliance, we will develop and maintain management systems for identifying relevant requirements and also for monitoring performance of related activities.
- ✓ To set objectives and measures for occupational Health, Safety, and Environmental performance.
- To implement any recommendations from the audits, HSE site visits and data analysis results.
- ✓ Periodically review of the effectiveness/performance of HSE Management System and the continuing suitability of this policy.
- ✓ To work pro-actively with our customers, suppliers and any other third parties to achieve the aims of this policy.
- ✓ Identify materials, processes, products and wastes that cause or may cause pollution, and will implement measures to avoid, reduce or control pollution where technically and economically viable.
- To assess all operational activities and potential changes to identify significant hazards or environmental impacts and implement appropriate measures to ensure that exposure to such risks is maintained as low as reasonably practicable.
- ▼ To strive to prevent the occurrence of accidents or exposures, that could cause harm, or damage, to individuals or the environment and maintain emergency plans in order to minimize such risks and consequent adverse effects.
- ✓ Monitoring, evaluation and reporting of HSE performance to identify the opportunities for continuous improvement.
- ✓ All sub-contractors to manage HSE in line with this policy and comply with the requirements of the company HSE Manual.

## **OUR COMPANY POLICY Quality Policy**





MYPRU Manpower Supply ensures satisfaction of our client by providing him or her with the best value in every Product and Service that carries the Name of MYPRU.

We drive to achieve Client's satisfaction by:

- Providing a framework for establishing and reviewing quality objectives.
- Recognizing that quality is everyone's direct responsibility.
- Fully meeting all our internal and external commitments on time, every time.
- Continuously enhancing our knowledge, skills and system efficiency.
- Fostering a team approach to defect's prevention and problem solving.
- Planning, implementing and maintaining the Quality Management System.
- Ascertaining performance effectiveness and continual improvement of processes based on objective measurement.
- Fully abiding by applicable Government legislation and regulations.
- Operating all our work places in a Safe and Healthy Environment.
- Exercising the highest level of integrity and respect in dealing with each other Client.
- Supplier and our Community.







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## **OUR COMPANY POLICY Passport Retention Policy**

- MYPRU Manpower Supply Services commits to comply with UAE rules, Legal and other governments requirements, our all employees keeping their passports in their own custody as safe with them, and we never HOLD any employee passport with us intentionally or conditionally as per our company passport retention policy.
- ✓ If someone wants his/her passport to be in the custody of MYPRU for fear of loss or for security reasons. So first we get them to sign the passport consent form and then we keep the passport in our custody and when they want to go home on immediate leave or annual leave, the passport is returned to them on their request.

## **OUR COMPANY POLICY** Job offer and Employment contracts written forms

- ✓ As per our manpower supply Company policy, after the successful interview with client and welding or any other testing results verification, clients send us official notification for mobilizing of the manpower, on the meanwhile our HR department signed with the employees the job offer paper agreed upon both parties and keeping records in our office premises.
- ✓ Both parties employee and Employer signed copies will be keep record in our HR Files and documentation part as a policy of our manpower supply company

## **OUR COMPANY POLICY Business Ethics and Compliance Program**

It is compliance with both legal obligations and with internal or external regulations that MYPRU has decided to voluntarily comply with, and in whose top is the Code of Conduct business policy within the organization and outside our business partners as well.

- Our employee aware through training and knowledge share to not entertain any side shows activities, it includes the criminal activities, funding, fraud and malfunction terror activities.
- At the time of job offer we are signing the awareness paper between both parties for each employee and keeping record in our HR documentation files as soft and hard copies.
- ✓ It should be noted that the compliance function is the task of each and every one of the employees at MYPRU Manpower Supply, and their engagement and commitment is essential to creating a true culture of compliance with our business partners and clients.

## **OUR COMPANY POLICY Mobilization Policy**

The Resource mobilization policy focuses on achieving the goals and target of the institution ensuring accountability and transparency and meet with the client requirements.

- ✓ All our manpower will be evaluated as per the client requirements, Satisfactory interview results of the candidates we are hiring and mobilizing the manpower as per client given time frame.
- ✓ However, our intention to mobilize the manpower within 07 working days or less days as convenient in order to get the satisfaction for our all client and business partners.







## **OUR COMPANY POLICY Vendor Selection Policy**

- ✓ Our business partners and vendors selection based on the criteria depends on the client requirements, we are committed to fulfil all the Legal and Government requirements and meet to comply the best expectation of our clients.
- ✓ VENDOR SELECTION PROCEDURE The Vendor client Selection Procedure is included in the Accounting Policies and Procedures as per government rules shall be obliged.
- Pricing: competitive pricing is one component of the evaluation and may be outweighed by other factors. Pricing alone will not be a deciding factor unless all else is equal. Parts availability and shipping time frame. Performance capability (i.e., financial status, sufficient facilities, capability of equipment and employees). Internal Quality Assurance program: Companies certified to ISO 9001 or equivalent are given preference.
- ✓ A vendor/client file will be prepared and maintained for all clients, which will be used for significant or on-going purchasing or supplying process to be updated regular basis.

#### **OUR COMPANY POLICY**

## **Over-Time Payment Policy**

Over time as per the UAE rules and regulations for our all employees within the agreed every month payroll shall be paid, nevertheless the previous month over time will be paid in the next month salary for all employees.

- Monthly time sheet and Total working hours shall be counted and prepare the Salary slips accordingly for each employee, keeping record as per the finance department of each time sheet signed copies for every month.
- It is strictly prohibited in our manpower supply company, we are not allowed to hold or cut man hours of any over time of our employees as time sheet signed or provided by our clients.

## **OUR COMPANY POLICY Vacation Policy**

Our all employees are Annually going vacation to their home countries as per the UAE rules and regulations, However, the emergency leave we are committed to help in case of Emergency to any of our employee to send him in his home country as soon as possible.







# Our Clients

△ Shaw	Shaw Emirates Pipes Manufacturing LLC
G GPS COOM POCKES Systems	Global Process Systems LLC
Process Systems International	Micoda Process Systems International LLC
SIGMA ENGINEERING WORKS	Sigma Engineering Works
	Ali & Sons Offshore & Marine Engineering
EFILE	Emirates Prefabrication Industries LLC
M	McDermott International.
DENHOLM YAM	Denholm Yam Contracting Company LLC
CBI	Chicago Bridge & Iron Company (CB&I)
ajc	Al jaber Energy Services LLC
	GS Construction Midde East LLC
MULTILINE Employees Provision Services	Multi Line Employees Provision Servicess
METITO	Metito Overseas LTD
<b>O</b> i	Arabian Industries
EMARAT AGULA CONTRACTION AND ACTUAL CONTRACTION	Emarat Aloula Contracting LLC







## **ISO Compliance & Certifications**





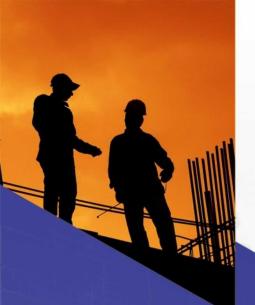












سیی روزللصیانه العامه ذ.م.م Sea Rose General Maintenance LLC

# Our Specialty:

- Fabrication Foreman, Welding Foreman
- Multi Welder (SMAW, GTAW) Welder SMAW
- Fabricator Piping & Structure
- ▶ Fitter Piping & Structure
- Grinder Man, Painter, Rigger, Erector, Sand Blaster,
- Mechanical Helper, Man Lift Operator, Electrician,
  Steel Fixer, Meson, Carpenter, Plumber, Ductman & Cleaner





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