

A Call for Workers to Remember the Safety Basics

Why are we reaching out?

Incidents and near misses appear to be on the rise across the industry.

Safety is and will always be the industry's primary focus, and the workers who serve on the front lines of our operations play an essential role in ensuring safe work practices and preventing workplace incidents. Everyone has a duty to work in a safe manner and must make safety a part of every task.

What is the ask?

Conduct a safety stand down or safety meeting with your shift crews to remind workers of the importance of safety and the key safety behaviors that should be at the forefront throughout all of their work tasks.

Who is the OSA?

The Onshore Safety Alliance (OSA) is a voluntary industry coalition committed to reducing serious injuries and fatalities in U.S. onshore oil and gas exploration and production. The OSA is partnering with key groups in the industry to assist with voluntary efforts in conducting safety stand-down or safety meetings across the industry to help bring focus and awareness to the safety actions all workers should take when carrying out their tasks. More safety resources are available at onshoresafetyalliance.org.

How to make a safety stand down meeting effective?

Dedicate this meeting time only to safety and allow sufficient time to review your company's safety protocols.

As frontline leaders, remind crews:

- **That safety comes first.** Achieving operational performance goals matters very little if an employee gets hurt in the process.
- **To be aware of potential hazards.** Discuss with and make visible to all workers the IOGP [Life Saving Rules](#) and [Process Safety Fundamentals](#) (or your company's own set of life-saving actions).
- **To use Stop Work Authority.** Question anything that does not look or feel right.
- **To lookout for short service employees.** SSEs need an extra set of eyes (mentor) looking over their shoulder every step of the way.
- **To pause & prepare before starting every task.** Review the job plan, verify readiness by identifying potential hazards of the task and confirming that control measures are in place to minimize the risks.

Suggested messaging on these **safety basics** is provided for incorporation into your own company's guidance.

Safety Basic: **Safety Comes First**

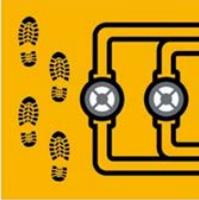
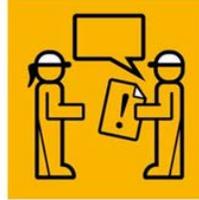
- ▶ **Safety always comes first in every task being performed.**
- ▶ **Achieving operational performance goals matters very little if an employee gets hurt in the process.**
- ▶ **All employees have a personal obligation to assure the safety of themselves and those around them.**
- ▶ **Safety and safe practices should always be forefront when carrying out your job functions.**

Safety Basic:

Be Aware of Potential Hazards and Life Saving Actions

- ▶ Be aware of the safety hazards that can cause serious injuries or fatalities within your work environment and the actions you can take to minimize their exposure.
- ▶ Know and continuously review the IOGP [Life Saving Rules](#) and [Process Safety Fundamentals](#) (or your company's own set of life-saving actions).

IOGP Process Safety Fundamentals

 <p>Maintain safe isolation</p>	 <p>Walk the line</p>	 <p>Apply procedures</p>	 <p>Sustain barriers</p>	 <p>Control ignition sources</p>
 <p>Recognize change</p>	 <p>Respect hazards</p>	 <p>Stay within operating limits</p>	 <p>Stop if the unexpected occurs</p>	 <p>Watch for weak signals</p>

IOGP Life Saving Rules

Bypassing Safety Controls Obtain authorisation before overriding or disabling safety controls <ul style="list-style-type: none">I understand and use safety-critical equipment and procedures which apply to my taskI obtain authorisation before:<ul style="list-style-type: none">disabling or overriding safety equipmentdeviating from procedurescrossing a barrier	Confined Space Obtain authorisation before entering a confined space <ul style="list-style-type: none">I confirm energy sources are isolatedI confirm the atmosphere has been tested and is monitoredI check and use my breathing apparatus when requiredI confirm there is an attendant standing byI confirm a rescue plan is in placeI obtain authorisation to enter	Driving Follow safe driving rules <ul style="list-style-type: none">I always wear a seatbeltI do not exceed the speed limit, and reduce my speed for road conditionsI do not use phones or operate devices while drivingI am fit, rested and fully alert while drivingI follow journey management requirements
Energy Isolation Verify isolation and zero energy before work begins <ul style="list-style-type: none">I have identified all energy sourcesI confirm that hazardous energy sources have been isolated, locked, and taggedI have checked there is zero energy and tested for residual or stored energy	Hot Work Control flammables and ignition sources <ul style="list-style-type: none">I identify and control ignition sourcesBefore starting any hot work:<ul style="list-style-type: none">I confirm flammable material has been removed or isolatedI obtain authorisationBefore starting hot work in a hazardous area I confirm:<ul style="list-style-type: none">a gas test has been completedgas will be monitored continually	Line of Fire Keep yourself and others out of the line of fire <ul style="list-style-type: none">I position myself to avoid:<ul style="list-style-type: none">moving objectsvehiclespressure releasesdropped objectsI establish and obey barriers and exclusion zonesI take action to secure loose objects and report potential dropped objects
Safe Mechanical Lifting Plan lifting operations and control the area <ul style="list-style-type: none">I confirm that the equipment and load have been inspected and are fit for purposeI only operate equipment that I am qualified to useI establish and obey barriers and exclusion zonesI never walk under a suspended load	Work Authorisation Work with a valid permit when required <ul style="list-style-type: none">I have confirmed if a permit is requiredI am authorised to perform the workI understand the permitI have confirmed that hazards are controlled and it is safe to startI stop and reassess if conditions change	Working at Height Protect yourself against a fall when working at height <ul style="list-style-type: none">I inspect my fall protection equipment before useI secure tools and work materials to prevent dropped objectsI tie off 100% to approved anchor points while outside a protected area

Safety Basic:

Use Stop Work Authority

- ▶ **STOP WORK** at the jobsite if you think the working conditions or behaviors are unsafe.
- ▶ **STOP** and **ASK QUESTIONS** when in doubt about the safety of any operations.
- ▶ Ensure the raised safety issues are resolved and it is safe to resume the work with risk-based controls in place.
- ▶ If you are discouraged from exercising the “stop work authority” or are penalized for doing so, they should report this action to management immediately.



Safety Basic:

Lookout for Short Service Employees (SSE)

- ▶ SSEs need an extra set of eyes (mentor) looking over their shoulder every step of the way.
- ▶ Know who the SSEs are on your team and ensure that they are appropriately supervised.
- ▶ If you are an SSE,
 - Let your team know.
 - There is no shame in being an SSE.
 - Everyone was an SSE at some point.
 - **ASK QUESTIONS** if you are unsure of the task and/or its potential hazards!



Safety Basic:

Pause & Prepare before Every Task

- ▶ It is essential for workers to pause and take a few minutes to prepare before starting each task.
- ▶ **During this Pause and Prepare time, workers should:**
 - Review the job plan
 - Verify readiness – look and identify potential hazards of the task
 - Ask themselves what is different
 - Confirm that control measures are in place to minimize hazard risks
 - Conduct a final check before starting the task
- ▶ **Industry tools are widely available for use:**
 - [IOGP Stop Work Checks](#)
 - OSA “Go Checks” Guidance