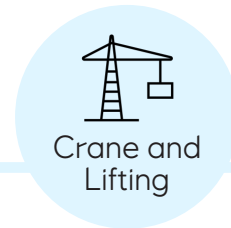


Discipline-specific life-saving rules



Rules

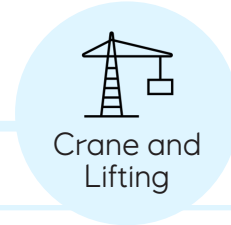
What can you do?

PLAN

<p>1. The operator of the lifting device leads the individual lifting operation and is responsible for ensuring that the lifting operation is planned and risk assessed by everyone involved.</p>	<p>You can ask the team:</p> <ul style="list-style-type: none"> How have you ensured that everyone is involved in the planning and risk assessment of the job? How is the culture here for logging lifts in the Crane and Lifting app (or equivalent)? What do you do if you receive requests for lifts that are not on the plan? How have you used the checklist in planning this lift?
<p>2. Lifting operations must be carried out with sufficient and qualified personnel; the activity must be adapted to the available resources.</p>	<p>Ask questions of both those responsible and those carrying out the work:</p> <ul style="list-style-type: none"> To the person operationally responsible for lifting operations: How do you verify the competence and relevant experience of those carrying out lifting operations? To leaders commissioning work: How do we ensure in advance that external contractors have the competence required to carry out lifts on our installation? To the team: Do you see any challenges in terms of resources or competence in relation to today's planned lifts? How well do you know the equipment being used today? To you as a leader: How do you support the person operationally responsible for lifting operations when questions or issues arise around resources and competence?
<p>3. Roles and responsibilities must be clarified as part of planning.</p>	<p>You can ask the team:</p> <ul style="list-style-type: none"> How have you clarified roles and responsibilities for this lift? What is your plan if you need to change roles during the operation? How do you ensure that a new person joining the team receives a full briefing on the plan and risk assessment?
<p>4. Affirmative communication shall be used in connection with lifting operations, unless this entails increased risk.</p>	<p>You can ask the team:</p> <ul style="list-style-type: none"> How have you agreed to communicate during this lift? What have you discussed regarding the use of affirmative versus continuous communication? <p>As a leader, you can also listen to the radio yourself to hear what the practice is like. Afterwards, speak with the team and ask questions: What did they think went well? Was there anything that was difficult?</p>
<p>5. For lifting operations in blind spots, there must always be a minimum of 2 (dedicated) persons who can see the load and each other.</p>	<p>You can ask the team:</p> <ul style="list-style-type: none"> Have you assessed whether any part of this lift will take place in a blind spot? How have you planned to position yourselves so as to maintain full control of the load whilst also being able to see each other throughout the lift? Do you have enough people available to carry this out safely?

Rules

What can you do?



PERFORM

1. Necessary cordoning of areas must be carried out before the lifting operation is initiated.

You can ask the team:

- How have you planned to cordon off the area for this lift?
- How do you ensure that the area is clear of people, including in containers and on the decks below?
- How do you experience the culture here when it comes to respecting cordons?
- What are your procedures if others need to enter a cordoned-off area?

2. Pre- and post-use checks of lifting equipment must be carried out. The load must be secured and prepared before the lifting operation begins.

You can ask the team:

- How often do you carry out pre- and post-use checks of the equipment?
- Tell me about the pre-use/post-use check you have done today.
- How are you planning to secure the load?

Take spot checks, for example by reviewing the log for the daily check of the offshore crane.

3. The slinger shall not be in contact with the load unless the crane operator has given the go-ahead and the load has been stabilised.

Be clear about expectations and ask:

- How have you planned to guide the load safely into position?

Observe the team and check that they are maintaining a safe distance from the load during the operation.

4. Personnel must not be in the line of fire, and must ensure that they have a clear escape route during all phases of the operation.

Ask the team beforehand:

- Where have you agreed it is safe to position yourselves during this lift?
- What are the escape routes from those positions?

Observe the team in the field and see how they position themselves throughout the lift.

5. Lifting operations must be stopped and replanned (with everyone involved) if unforeseen conditions arise.

You can ask the team:

- Is there anything about today's conditions that you have not planned for? How are you handling that?
- How have you planned to manage any changes?
- What do you do if you receive a request for an additional lift that is not on the plan?

Rules

What can you do?



Electrical

PLAN

1. We must always plan the work and assess the risk of electric shock, electric arc and short circuits when working in electrical installations.

You can ask the team:

- How have you assessed the risk of electric shock, electric arc and short circuits on this job?
- What measures are required to manage the risks for this task?
- Have you created a new work permit (WP) for this job? If not: How have you ensured that you are accounting for the specific conditions and hazards of this particular job?

2. The choice of working method and identification of LV safety, HV safety and/or HV switching operations must always be made visible on the work permit.

You can ask the team:

- What working method are you using here? How did you arrive at that?
- Who has been designated as responsible for safety on this job?
- Does the designated LV safety/HV safety/HV switching operations person hold a valid safety card for this installation?
- How have you gone about checking whether what you are working on is fully isolated, or whether there is live voltage nearby?

3. When working on or near electrical installations, at least two safety barriers must always be established. These must always be visible on the work permit.

You can ask the team:

- What could go wrong during this job that could cause someone to be injured?
- What barriers have you defined for this job?
- How have you secured (covered) live parts in the vicinity?

You can also check the WP to verify that two barriers are actually listed.

4. There must always be an operation list/switching order for work on disconnected high-voltage systems and high-voltage equipment. This must be included as an attachment to the WP and approved through the WP.

As a leader, you do not need to assess the technical content of the list, but you must verify that it exists. Ask, for example:

- Is there an approved switching order or operation list attached to the WP for this high-voltage job?

Rules

What can you do?



Electrical

PERFORM

1. A physical barrier must always be established against unintentional energisation of electrical circuits/feeders towards the workplace, and this must be logged in accordance with requirements.

You can ask the team:

- How have you assessed the need for locking out?
- Can you show me how the circuit has been locked out?
- Can you show me how it has been recorded in the lock-out log?

2. LV safety and HV safety are responsible for ensuring that all planned safety barriers (safety measures) at the workplace are established.

Ask LV safety or HV safety:

- How have you ensured that all the barriers listed in the WP are physically in place?
- Can you show me which measures or barriers have been established here, as per the WP?

3. In the event of a change in the content or conditions of the job, a new approval from the authorised electrical person must always be obtained.

You can ask the team:

- Before the job: How have you planned to handle any changes? What do you consider a change? What changes could arise that would affect the risk of the job?
- During the job: Have any changes occurred from what was planned for this job? If so: How have you handled that?

4. We stop at a safety trip/ alarm to understand the underlying cause and seek expert help if we are unsure, before operating further, ref. I-102777.

If the equipment has stopped, ask the team:

- Do we know why the protection tripped?
- How have you assessed whether it is safe to attempt to restart?
- How do you ensure that everyone is safely positioned outside the line of fire when re-energising?

5. In the event of uncertainty/ questions related to electrical safety and operation, the authorised electrical person is contacted, who clarifies with the local representative if necessary.

You can ask the team:

- Is there anything about this job you are unsure about?
- Who do you ask if you are uncertain whether something is safe or permitted?
- Who is the authorised electrical person here?

If the team expresses uncertainty about something, ask:

- Have you discussed this uncertainty with an authorised person?

6. We always report incidents related to electrical safety, including incidents where energy has not been released. E.g. failure of a safety barrier.

You can ask the team:

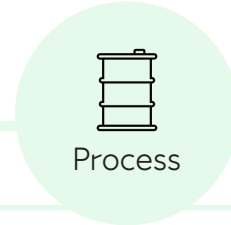
- Have you experienced any situations where the safety barriers have failed, but where it turned out fine?
- How good are we at reporting all incidents where safety barriers have failed?
- What response do you receive when you report such incidents?

Encourage the team to log incidents in Synergi or OBS cards so that the whole company can learn from them.

Be mindful of how you and other leaders respond to and talk about errors and incidents. When mistakes happen, it is important that we focus on learning rather than blame. If people fail to report out of fear of consequences, we lose the opportunity to learn and to identify unsafe conditions.

Rules

What can you do?

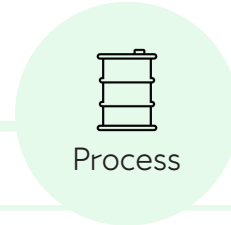


PLAN

<p>1. The isolation plan (ICC) shall be prepared in the correct sequence for both isolation and reset, with relevant actions from the checklist to ensure that the requirements are remembered and placed correctly.</p>	<ul style="list-style-type: none">▪ Discuss with those preparing the ICC and ask them to explain their thinking, including their use of the checklist: How have you gone about setting up the ICC?▪ Ensure that sufficient time is allocated for the preparation of ICCs before they are implemented in the field.▪ Discuss with the team what is needed to prevent the normalisation of practices that are not acceptable.
<p>2. The interval for checking the bleed point shall be specified in the ICC as PBU (pressure build-up).</p>	<p>In conversation with the operative personnel or the person technically responsible / discipline lead:</p> <ul style="list-style-type: none">▪ What bleed points do we have for this job, and how often are they checked?▪ How do the follow-up procedures work in practice, and how is notification handled in COW?
<p>3. Before isolation and reset begins, the operational system administrator and the area technician must verify that the preparation/reset does not conflict with other ongoing activities.</p>	<ul style="list-style-type: none">▪ Raise or request updates on isolation jobs in morning or evening meetings: Are we preparing or resetting any isolations? If so: How could that affect other jobs?▪ Ask those working in the field: Have you checked whether there is other work ongoing nearby that could conflict with this isolation? If so: How have you resolved that?▪ As operational system administrator: Ensure that sufficient time is set aside for coordination with the responsible area technician/verifier before the isolation plan is activated.
<p>4. Work that entails a risk of hydrocarbon leakage requires a level 1 work permit, and the correct ICC must be linked to the work permit.</p>	<p>Ask the team:</p> <ul style="list-style-type: none">▪ Have you checked that the work permit (WP) and the isolation plan (ICC) cover exactly the same equipment?▪ Have you checked for any changes since last time that require the link between the WP and the ICC to be updated?▪ How do you ensure you always have the correct isolation plan linked to the WP?

Rules

What can you do?



PERFORM

<p>1. It must be clarified who sets the ICC and who verifies the ICC, and it must be ensured that the roles are understood and fulfilled.</p>	<p>Observe the team and ask:</p> <ul style="list-style-type: none">Who among you is setting, and who is verifying today?How do you carry out the verification in practice? <p>Be clear that verification is a strength, not a sign of mistrust. Everyone can make mistakes, regardless of competence or experience.</p>
<p>2. Hoses and couplings must be approved for the medium and pressure class.</p>	<p>You can ask the team:</p> <ul style="list-style-type: none">What considerations did you make when selecting the hose for this job?What procedures do you have for cleaning hoses after use with chemicals/condensate? How does that work in practice?Is there sufficient order and labelling of hoses and couplings? What works well? What could be improved?
<p>3. If changes are required that deviate from the original ICC, these must be documented and approved in accordance with requirements.</p>	<p>Ask the team:</p> <ul style="list-style-type: none">Did you need to make any changes along the way?If so: How did you resolve that? How have you documented the changes? <p>Be alert to «temporary» solutions that have not been documented.</p>
<p>4. Before splitting a normally pressurised system, the operative personnel and the area technician must verify that the isolated segment is depressurised and secured against pressure build-up.</p>	<p>Ask the team:</p> <ul style="list-style-type: none">How have you verified that it is depressurised today?Can you show me how you have ensured you are on the correct equipment?
<p>5. Systems/equipment containing hydrocarbons or other flammable media shall be inerted, gross leak tested and, if necessary, leak tested before being put back into operation.</p>	<p>You can ask the team:</p> <ul style="list-style-type: none">How have you planned to carry out the inerting and leak testing?Have you included this in the reset plan?
<p>6. ICCs shall accurately reflect the condition of the facility, including status and valve position. This must be followed up regularly.</p>	<ul style="list-style-type: none">Check the dashboard or status overview, and ask: Does this reflect current activities in the field?Ask the team: How do you ensure that you keep the status updated as you go? <p>Ensure that checking and updating statuses is part of the daily follow-up, e.g. in shift handover meetings.</p>