



The Golden Rules provide practical support in the application of BP's Operating Management System (OMS). They are aimed at field personnel - employees or contractors working at BP-operated sites who carry out, or are responsible for, eight activities with particular potential to cause serious injuries or incidents, especially fatalities.



Permit to work

Before conducting work that involves confined space entry, work on energy systems, ground disturbance, hot work, or other potentially hazardous tasks, a permit must be obtained that:

- Defines the scope of the work, its location, and when the permit expires.
- Identifies the hazards and risk associated with the work.
- Establishes control measures to eliminate or reduce the risk.
- Identifies energy sources that need to be isolated.
- Requires that isolations are not removed before all related permits have been signed off as complete.
- Links the work to other associated work permits or simultaneous operations (SIMOPS).
- Only authorizes work that is defined in the task description.
- Describes adequate control for the return to normal operations.
- Communicates the above information to all involved in the work.
- Is issued following a pre-job worksite inspection to confirm the required control measures are in place, that site conditions have not changed and any new potential hazards have been risk assessed and managed.
- Is authorized, monitored, and re-validated by a responsible person.



Ground disturbance

Work that involves a man-made cut, cavity, trench, or depression in the earth's surface formed by earth removal must not proceed unless:

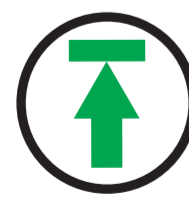
- A hazard assessment of the work site is completed by the competent person(s).
- All underground hazards, i.e., pipelines, electric cables, etc., have been identified located and if necessary, isolated.
- A confined space entry permit is issued when the ground disturbance meets the definition of a confined space.
- Ground movement is controlled and collapse prevented by shoring, sloping, benching, etc., as appropriate.
- A plan is in place to control access to the worksite.
- There is a plan for timely extraction & rescue of personnel.
- Inspections are completed after man-made or natural events, such as heavy rainfall.
- Ground and environmental conditions are continuously monitored for change.



Confined space entry

Entry in any confined space must not proceed unless:

- There are no practicable alternatives to entry.
- All sources of energy affecting the space are isolated.
- The confined space atmosphere is tested, verified safe for occupancy, and repeated as often as defined by the permit.
- The hazards, risks and controls in the confined space entry permit are communicated to all affected personnel.
- A stand-by person is stationed at the entry point and maintains communication with entrants during the time the occupants are inside the confined space.
- A plan for timely rescue of workers is in place.
- A confined space entry permit is issued.
- Unauthorized entry is prevented.



Working at heights

Working at heights of 2 metres (6 feet) or higher above the ground without a fixed platform that has guard rails or handrails must not proceed unless:

- A properly anchored fall arrest system is used.
- The fall arrest system ensures 100% tie-off is achieved at all times.
- A plan is in place for the timely rescue of personnel performing work at height while using fall arrest equipment.
- Fall arrest equipment is inspected prior to each use.
- The risk of dropped objects on personnel and equipment below has been assessed and plans to manage the risks established.



Energy isolation

Any isolation of energy systems; mechanical, electrical, process, hydraulic and others, must ensure that:

- There is an approved method to:
 - isolate equipment
 - discharge stored energy
 - reinstate equipment
- Isolation points are locked and tagged.
- A test is conducted before any related work begins to confirm the isolation is effective.
- There is a process to communicate the status of isolations between:
 - shifts
 - different workgroups
- The isolation is periodically monitored for effectiveness.



Lifting operations

Lifts utilizing cranes, hoists, or other mechanical lifting devices must not proceed unless:

- A competent person(s) has completed an assessment of the lift, and determined the appropriate lift method and equipment.
- Anyone involved in a lifting operation, including for rigging, is competent for the specific job and/or equipment on which they are working.
- Lifting devices and equipment have been certified for use to local legal/regulatory requirements.
- The load is less than the dynamic and/or static capacities of the lifting equipment.
- All safety devices installed on lifting equipment are operational.
- All lifting devices and equipment have been visually examined before each lift by a competent person(s).
- Clear lines of communication during a lift have been established.
- An exclusion zone has been established to limit access to all workers except essential personnel.
- External conditions which could affect the lift are monitored (e.g., ground condition, wind, etc.).



Driving safety

All categories of vehicle, including self-propelled mobile plant, must not be operated unless:

- Vehicle is equipped with the required safety features and is maintained in safe working order.
- Number of passengers does not exceed manufacturer's specification and legal limits for the vehicle.
- Loads are secure and do not exceed manufacturer's specification and legal limits for the vehicle.
- A documented risk assessment is completed before motorcycles are allowed for use on BP business.

Drivers must not operate the vehicle unless:

- They and all occupants wear seat belts whenever the vehicle is moving.
- They have a valid driving license for the class of vehicle being operated and to drive in that country, have been appropriately trained and assessed, and are medically fit to operate the vehicle.
- They are rested and alert and do not operate any vehicle when fatigued.
- They are not under the influence of alcohol or drugs, or their fitness to drive impaired by medication or other substance.
- They do not use a mobile phone or other two-way communication device while operating the vehicle.
- The risks of the journey have been assessed and a journey management plan is in place when driving in higher risk countries.



Hot work

Hot work must not proceed unless:

- All potential flammable and combustible materials have been isolated, removed and/or protected from the sources of ignition.
- An authorized person tests the atmosphere prior to the start of the work and during work as often as the permit requires.
- Levels of oxygen and flammable substances are kept within acceptable ranges or additional barriers applied.
- Emergency response plans are in place as appropriate given the job's risk assessment and any appropriate site requirements.