HSSE Goals
No accidents, no harm to people, and no damage to the environment.
Golden Rules Spotlight

The Golden Rules are aimed at our contractors who are involved with eight activities that have the potential to cause serious injuries or incidents, especially fatalities.

Driving Safety

All categories of vehicles, including self-propelled mobile plants, shall 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.

Drivers shall 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, have been appropriated 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 appropriate.
Golden Rules Spotlight

Lifting Operations

Lifts utilizing cranes, hoists, or other mechanical lifting devices shall 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 operations, 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 or regulatory requirements.
- The load is less than the dynamic and/or static capacities of the lifting equipment.
- 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.).
What’s Your Exposure?
National Ladder Safety Month

Every step matters: From step stools to extension ladders, make sure you’re putting the right foot forward.

Every year more than 300 people die in ladder-related accidents, and thousands suffer disabling injuries. Mark your calendar to join the American Ladder Institute in celebrating the first-ever National Ladder Safety Month, designed to raise awareness of ladder safety and to decrease the number of ladder-related injuries and fatalities.

What is National Ladder Safety Month?
National Ladder Safety Month is the only movement dedicated exclusively to the promotion of ladder safety, at home and at work. During March 2017, the event will bring heightened awareness to the importance of the safe use of ladders through resources, training, and a national dialogue.

ALI, the only approved developer of safety standards for the U.S. ladder industry, is the presenting sponsor.

The “Why”: Every life saved is precious
ALI believes ladder accidents are preventable, but without better safety planning and training and continuous innovation in product design, we will continue to see far too many fatalities.

The goals of National Ladder Safety Month are to:
- Increase the number of ladder safety training certificates issued by ALI.
- Increase the frequency that ladder safety training modules are viewed on www.laddersafetytraining.org
- Lower the rankings of ladder-related safety citations on OSHA’s yearly “Top 10 Citations List”
- Decrease number of ladder-related injuries and fatalities
- Increase the number of competent ladder inspector trainings
- Increase the number of companies and individuals that inspect and properly dispose of old, damaged or obsolete ladders

Sign up to receive more information from ALI on how you can participate in spreading awareness about ladder safety at work, ladder safety at home, and proper ladder inspection and disposal.

Discussion: Working at Heights is one of the Golden Rules and covers the use of ladders.
- When was the last time you inspected a ladder?
- What would you do if you found a ladder to be defective?
- How do you climb a ladder and maintain 3 points of contact?
HSSE Spotlight — Vitamin D

An estimated one billion people worldwide have vitamin D deficiency or insufficiency reports Dr. James M. Greenblatt, MD in a Psychology Today article. He goes on to advise that higher risk groups are comprised of those of us living farther from the equator, the elderly, those with darker skin and/or having medical conditions of obesity, celiac or renal disease.

However, regardless of the cause, vitamin D deficiency carries significant medical and psychological implications. It is known that every tissue in the body has vitamin D receptors. These are found in the brain, heart, muscles and immune system - to name a few. Our bodies require it at every level to function.

Vitamin D is also the only vitamin that acts as a hormone in our bodies. Once ingested, the vitamin is transformed in the liver and kidneys to its active hormone form. In its hormone state, it functions to facilitate absorption of calcium which in turn helps to build strong bones, muscles and teeth. Additionally, vitamin D activates genes that regulate the immune system and release neurotransmitters (e.g. dopamine, serotonin) that effect brain function and development. Researchers and medical communities studying vitamin D have also located receptors in the brain in regions linked to depression.

The mood disorder SAD (Seasonal Affective Disorder), which presents with depressive symptoms and is most prevalent in times of the year having lesser sunlight can also coincide with decreased levels of vitamin D. Some studies have suggested that symptoms of SAD may be due to changing levels of D3 which may affect serotonin levels in the brain.

It is becoming more common for physicians to order vitamin D analysis in blood work orders for their patients since its presence at adequate levels is so important to our bodies. If a vitamin D supplement is being considered, always discuss with your doctor and follow his/her advisement.

Studies have shown vitamin D deficiency carries implications for both our physical and mental health. For further reading, you can access the article Psychological Consequences of Vitamin D Deficiency the source of the information in this Health Spotlight share. WebMD also has an informative slide show about Vitamin D.
Root Cause Analysis—Knee Injury

Cullom Station knee injury

In November 2016, a hydro excavator driver injured his knee while exiting his truck. The driver was working at Cullom Station hydro excavating sections of buried pipeline in preparation for guided wave inspections as part of USPL’s routine Facility Inspection Program. This was the last of three excavations scheduled to be completed that day.

The driver had maneuvered his truck into position for this last excavation. As he was exiting the cab he fell or jumped down and immediately fell on the ground. The driver was unable to get to his feet and stated he thought he broke his knee. An ambulance was called and the driver was taken to a local hospital where he was reportedly diagnosed with a ruptured patellar tendon. The contractor reported the driver needed surgery to repair the injury which resulted in a Days Away From Work injury classification.

What went wrong?

The investigation team believes the incident occurred because the driver did not maintain three points of contact exiting the truck until both feet were on the ground. Based on how the truck was parked, the distance between the bottom truck step and the ground was about 7“ more than when parked on level ground which could have contributed to more force on his knee when he landed.

Lessons learned

When entering or exiting truck cabs (and similar vehicles and equipment), always maintain three points of contact until you are fully at the next level. The three points of contact rule is to always maintain one hand and two feet, or two hands and one foot, in contact with the vehicle or equipment when climbing up or down. This keeps you firmly in control of your ascent or descent.

Another reminder comes from the possible cause of a pre-existing medical condition that may have contributed to the seriousness of the injury. If you have any temporary physical condition or restrictions that may affect your essential job functions, talk to your supervisor so the condition can be assessed and discussed to prevent aggravating the condition.

The risk of exiting the truck had been identified and the mitigation of three points of contact discussed during completion of the ATW. The driver followed three points of contact when exiting the truck earlier in the day. This incident illustrates the variability of human factors even within one individual in one day, and the need to constantly be vigilant of the behaviors of ourselves and co-workers.

Discussion:

- What kind of conversation could you have at the beginning of the day to encourage thinking of hazards all day long?
- What do you do to maintain focus during simple, routine tasks?
SR-167 Finger Impact First Aid

December 2, 2016

A worker on the SR-167 Pipeline Relocation Project was spotting trucks with dump trailers delivering materials to the job site. After each load of material was off delivered, the worker inspected the trailer and removed any rocks lodged in the trailer wheel wells, trailer tire rims, or tailgate.

At approximately 3:40pm, the worker identified a rock lodged in the tailgate of a dump trailer that completed the first delivery of a split load. The worker attempted to remove the rock by pulling back on the pin on the trailer dump gate to loosen the tailgate and allow the rock to fall out. While pulling on the trailer pin, the worker’s hand slipped and became pinched between the pin and the dump trailer. The employee was wearing rubber gloves at the time of the incident and reported the gloves were wet.

The incident resulted in a laceration and contusion above the nail on the worker’s right ring finger. The worker received first aid medical treatment.

Critical Factors

Analysis of the critical factors identified the worker unintentionally placed their hand in an unsafe position.

The following causes contributed to the incident:

- Risk Assessment Not Effective—pinch points were discussed each day as part of the ATW process, however, this task was not identified as having potential risk.

- Training Materials Not Recalled—there were multiple knowledge transfer events, including participation in risk assessment discussing pinch points and dump truck hazards. This knowledge was not effectively recalled when determining placement of hands.

Discussion:

- What kind of conversation could you have at the beginning of the day to encourage thinking of hazards all day long?
- What do you do to maintain focus during simple, routine tasks?
Good Catch / Near Miss

Exercising caution prevented potential hand injury

**Good catch:** Before removing pins holding Jersey barriers together, a BP employee exercised caution by thinking ahead and considering the potential “What ifs” of sticking his hand in to pull the pins out. The employee retrieved channel locks to reach in and pull the pins out to prevent his hand from being in the line of fire if the barriers were to shift. The employee was commended for using *What’s Your Exposure*? techniques.

**Discussion:** What are you going to do today and what are some of the potential ways you could hurt your hands? How can you minimize the risk?

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Damaged sling discovered on job site

**Good catch:** While inspecting a sling prior to use, an employee noticed the sling was ripped and the inner nylon was showing. The sling was cut in half and thrown away.

**Discussion:** What could the potential outcome have been if the damaged sling was used? Why cut the sling in half?

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Mitigating potential tripping hazard in trench box

**Good catch:** While doing down a ladder positioned inside of a trench box, an employee noticed a shovel standing in the area between the ladder and the trench box. One of the handles was protruding through the rungs of the ladder, causing a potential trip hazard. The employee corrected the situation immediately by removing and repositioning the shovel handle so it was no longer a tripping hazard.

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Worker observed not using the right tool for the job

**Good catch:** A BP employee was observed using a 5-gallon bucket as a step to hook up picking eyes on top of a built trench box. The worker was immediately instructed to wait for ladders to be unlocked from storage from the previous night’s shift.

**Discussion:** Had the Observer not intervened, what could the potential outcome have been in this

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What makes a great good catch/near miss?

- **See something** – observe a potentially unsafe condition
- **Say something** – report the near miss to the appropriate parties
- **Do something** – apply corrective action or follow-up

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Report any near miss to the appropriate BP site contact.
Statistics

Successful cutover to the new grading system was completed in October of 2016. Since that time, we have encountered several issues regarding insurance and the safety culture questionnaire. Be sure to review both of these items to ensure your company grade is reflected accurately.

Contact Karen Jacobson with any questions.

Contractor Forums

USPL will host three contractor forums in 2017: two in the Midwest and one in the Northwest.

In an effort to increase shared learnings, we’re going to change up the forum agenda to make it more interactive and conversational. I’ll be asking you to participate in small group sessions and presenting some success stories from your companies. We’ll have open conversations regarding issues in the field and how we can solve them together. Time will be spent reviewing key policies and best practices so we can be more efficient at the job site.

Let’s learn from each other how to go home safely every day!

**Tentative timing and locations for 2017 Contractor Forums**

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<tr>
<td>August</td>
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<tr>
<td>October</td>
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Key BP Contacts

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<tr>
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