Enter the name of the contracting company whose work will be performed under the SSHEP.

Enter the project title e.g., API 653 inspection of Tank 10.

Enter the BP Person Responsible for the Contracted Work (PRCW) to be done within ISNetworld.

Enter the name, phone numbers, and e-mail for the person who is your site contact for the work to be done. This is often the Facility Manager or site supervisor.

Enter the location of your job into manageable steps.

Break down the scope of work for your job into manageable steps for the purpose of identifying equipment needed, subcontractors, work permits and licenses/certifications required on a step-by-step basis. For instance, placing a blind flange in a 12 inch overhead line inside a tank dike may require a manlift, a piping subcontractor, permits for working at heights and hot work. Certifications for LOTO, operating the manlift and Authorized Gas Tester will also be needed. Use the examples provided as a guide.

Site Safety, Health & Environmental Plan (SSHEP) Form Guide

The Detailed Job Plan:
- Describes, in steps, work to be performed.
- Major Equipment Needed for Task e.g., Crane, Manlift
- Subcontracted Task (company name)
- USPL Work Permit(s)*
- Certificate, License Required**

Detailed Job Plan example:
1. Kick off job with BP USPL Representative.
3. Remove existing floating roof seals.
4. Demo existing floating roof.
5. Remove existing steel coils and floating roof drain system.
7. Install new secondary and primary seals.
8. Install new insulation on roof.
9. Misc. repairs and modifications to put tank back into service.

Major Equipment Needed for Task e.g., Crane, Manlift
- ATW = Authorization to Work (Level 1 HITM)
- CL = Crane Lift
- CS = Confined Space
- CR = radiant Source
- CW-DC = Cold Work - Breaking Containment
- CW-EE = Cold Work - Energized Electrical Work
- CW-DW = Cold Work - Digging
- CW-HW = Cold Work - Working at Heights
- CW-HE = Cold Work - Movement of Heavy Equipment inside a Facility
- CW-PS = Cold Work - Pressure Source
- CW-SS = Cold Work - Task Substance Exposure
- CW-WH = Cold Work - Working at Heights

Subcontracted Task (company name)
- Crane Operator
- Rigger
- Forklift Operator
- DOT QIs

Certificate, License Required**
- * Select the permits that apply to the work described in the Detailed Job Plan. Some requirements will vary prior to starting work. USPL HSSE Policies can be viewed on ISN > Policies & Regulations.
- ** List certificates or licenses required to perform task, e.g., Crane Operator, Rigger, Forklift Operator, DOT QIs, etc.

If this step in the Job Plan will be subcontracted, show the name of the subcontractor here.

Form Revision Date: October 15, 2019
### Subcontractor and Supplemental Craftsman Utilization/Information

<table>
<thead>
<tr>
<th>Contractor Name or Labor Union</th>
<th>Trade/Area of Expertise</th>
<th>Method/Contractor will use to identify and verify Craft/safety training</th>
<th>ISNetworld Account Number (If applicable)</th>
<th>Level of Supervision Required</th>
<th>Will the Subcontractor prepare their own SSHEP?</th>
<th>Current TRIR</th>
<th>3-year Average TRIR</th>
<th>TRIR Level</th>
<th>TRIR 2020</th>
<th>TRIR 2021</th>
<th>Check box if no fatalities in past 3 yrs</th>
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### Hazard Communication
- Plan for communicating the hazards of the chemicals you bring on site, including pre-job or pre-task review of chemicals used, and required precautions and PPE for specific chemicals.
- Safety Data Sheets (SDS) that detail flammability, toxicity, exposure limits, environmental, etc. of each product listed shall be made available to employees and BP USPL for review prior to starting work. All job-specific SDS must be present on-site for chemicals used at the job site.
- Upon request, BP USPL shall provide copies of SDS to Contractor for review of any process chemical hazards which may be present in the work area.
- If inhalation (breathing) exposures are likely from gases (e.g. Hydrogen Sulfide), vapors (e.g. benzene), welding fume (e.g. hexavalent Chromium), or particulates (e.g. lead), data from jobs with similar exposures must be provided along with the respiratory protection to be used. If data is not available, exposure monitoring must be performed (at no expense to BP) during the job with employees using SCBA or supplied air until data is available for respirator selection.

### Chemical/Product Name

<table>
<thead>
<tr>
<th>Chemical/Product Name</th>
<th>Special Handling - Add notes or comments for each</th>
<th>Estimated Quantity (e.g. gallons/pounds)</th>
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### Work shall not proceed until SSHEP is accepted as verified by signature below.

I have reviewed and accepted the Contractor SSHEP.

BP USPL HSSE (print): ____________________________
Signature: ____________________________
Date: __________

BP USPL PRCW (print): ____________________________
Signature: ____________________________
Date: __________

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Form Revision Date: October 15, 2019