Contents

WYE? – Is your home office set up safely?, COVID 19: driver safety tips

HSSE spotlight – Preventing static discharge, Maintaining focus

HSSE safety share – Human Performance Corner

Good catch/near miss – Highlights

Contractor management - Contractor safety forum, contractor management policy update, contractor grading, contacts and resources

Working at heights
Are you tied off 100% of the time?
Is the anchorage point suitable?
Can you be rescued?
Is the fall arrest equipment suitable?
How do you know?

Follow the Golden Rules of safety.
Every minute. Every hour. Every day.
Believe in zero.
Is your home office set up safely?

2020 continues to have many of us home-officing either full time or more frequently than in the past.

Here are some tips for a safe office set-up:

Avoid slips, trips and falls (yes, our most prevalent injuries arise from STF’s both at and outside of work):

- Keep walkways clear of clutter and assess where you’re planning to walk prior to leaving your chair.
- Is a child or a family pet lying underfoot or in your intended walking path?
- Are electrical cords in proximity where they are tripping hazards?
- Keep file drawers closed. Many knee injuries occur due to run-ins with open, mainly lower, file drawers. Furthermore, a trip and subsequent fall could result in an even more severe injury.

Maintain an organized, cleaned-up work area:

- Don’t overload shelving lest it fails collapsing on you or another family member.
- A plastic file box can work well to maintain organized work files.
- Are bookcases/shelving anchored to the wall?
- For those with children, flat screens, flat screen stands, bookshelves (and dressers) should be safely anchored to the wall to prevent falling on children who might climb on them or pull on them for leverage to reach for something on their top.
- Clean your work area with disinfectant wipes. Many of us eat and drink while working so work areas including desktop, laptop, mouse and keyboard should be cleaned daily (optimally) during the COVID outbreak.

Ensure the ergonomics of your workspace:

- Check that your workspace is set to favor good ergonomics. OSHA provides a [computer workstation eTool](#) to facilitate proper workstation ergonomics.
- If you require certain tools to effect proper ergonomics while required to work from home, please discuss your needs with your manager.
COVID 19: driver safety tips

The COVID-19 pandemic and related economic impacts may lead you to have concerns about your personal health, the health of your family, your job, and other concerns. This could result in you “losing focus” on hazards while driving.

How to avoid being distracted while driving

Losing focus while driving could affect your level of “situational awareness”.

Situational awareness is a term for our awareness of the things that are happening and the hazards that we may encounter as we drive.

Some tips to improve your situational awareness while on the road:

- Keep your eyes moving. Scan back and forth across your field of vision and scan your mirrors.
- Identify areas of risk that you are approaching and focus on them. Describing them out loud can help you to focus. If you’re approaching a busy intersection, study the cars turning and the cars approaching from other streets. If you see children playing near the roadway, watch their actions and body language.
- Watch for subtle changes in other cars’ motion which can identify the driver’s intent. Drift in the lane or slight angling of the front wheels can indicate an impending lane change or that the driver is distracted. A sudden pump of the brakes can indicate an unexpected turn or that the driver is lost.
- Bring your thoughts back to mindfulness of your driving. Drifting into autopilot and getting lost in your thoughts will distract you from full attention of what’s going on around you. Distraction can be low risk in some driving situations, but when the risk is high (heavy traffic, unpredictable surroundings, merging vehicles, busy intersections) focus your thoughts on here and now.
- Even the most experienced drivers can lack situational awareness – especially when doing tasks that have become routine.

Drive smart, drive safe.
HSSE spotlight

Preventing static discharge

In the oil and gas industry flash fire incidents have occurred during multiple types of operations, including when performing maintenance on a control panel when natural gas was being vented or when flammable liquids were being drained into a bucket, or when being transferred from container to container. Do any of these activities sound like the type of work/activities you encounter at the job site?

A static discharge can occur when an electrical charge accumulates on the surface of two materials, one with a positive charge and the other with a negative charge, make contact and are separated. Heat generated from the static discharge is somewhere between 3000°F and 6000°F with enough energy to start a fire. In order to safely discharge accumulated static electricity requires you to bond and ground the conductive piece of equipment that has the potential to produce electricity.

Bonding involves connecting all components in a system using conductive material. This helps to keep the bonded objects at the same level of potential energy, which can reduce or eliminate the risk of static electricity and sparks. Grounding involves connecting the bonded system to the earth. The conductive path discharges the built-up static charge to ground safely.

The Bureau of Safety and Environmental Enforcement (BSEE) has issued some examples of activities where static electricity or sparks may occur in their May 2020 safety alert. The examples include:

- Temporary tanks that contain or have previously contained flammable or combustible fluids
- Temporary vessels or process skids that have no electrical power associated
- Skid-mounted equipment with no electrical connection to a facility’s power system
- Engine-driven skid-mounted equipment (not including generators) with no electrical connection to a facility’s power system
- Non-conductive plastic buckets used for transferring flammable or combustible liquids
- Pressure washers and steamers used for tank and vessel cleaning
- Conductive equipment and operations including, but not limited to, tank and container filling, splash filling, tank cleaning, sampling, gauging, switch loading, flow back tanks, pumping units, pits, and boilers
- Loading or unloading flammable materials, such as crude oil or liquid petroleum gas portable hand carried containers, such as sample bottles

To help reduce the risk of the discharge of static electricity, the BSEE recommends the following:

- Ensure that bonding and grounding is conducted to prevent the potential accumulation of electrostatic charge by using any of the following connection means: bolted, alligator clips, beam clamps and spring-type clamps;
- Clamps should have points or teeth to penetrate through paint and bolted, clamped, or spring-type clamps should not be stepped on, kicked or otherwise exposed to adverse conditions;
- Ensure that the mating surface for the grounding connection is cleaned of all non-conductive materials (e.g. grease, oil, and paint);
- Avoid bonding to a plastic bucket. There is greater difficulty in dissipating charges from a plastic container and a conductive bond wire attached to the outside of the container will not remove this charge;
- Follow the equipment manufacturer’s instructions and operator’s written safe work procedures for bonding and grounding and using the equipment;
- Conduct assessments to identify potential hazards such as lower flammable limits (LFLs);
- Identify all potential sources of LFLs on Safety Data Sheets for the products present in the atmosphere;
- Ensure that only metal buckets with metal handles are used for collecting hydrocarbons or other flammable/combustible liquids;
- Confirm that metal buckets have direct metal contact using a bonding cable to the nozzle or fill pipe from which a liquid is discharged. The nozzle and fill pipe should also be metal, and liquid should be discharged slowly to maintain a low velocity and minimize the amount of static electricity generated;
- Ensure that all metal storage tanks are grounded;
- Recommend that all personnel ground their bodies by touching a grounded metal surface, such as a steel walkway, before opening a gauge hatch on a tank.

HSSE spotlight

Maintaining focus

FOCUS

- A center of activity, attraction, or attention
- A point of concentration
- Directed attention
- A state or condition permitting clear perception or understanding
- Adjustment for distinct vision

We all have a lot of distractions lately. Now more than ever we need to focus on our work. People spend 46.9% of their waking hours thinking about something other than what they are doing. We are busy making plans for the future without awareness of the present. We hurry and worry and we are afraid to slow down. By living this way, we miss the actual life we are living. We also increase our risk of illness and injury.

Types of worker distraction:

- Inattentive or distracted: 73% of injuries by slips, trips and falls are caused by the subject.
- Time Pressure: More focused on time, less focused on safety.
- Complacency: Over-confidence, because you have done this a million times.
- Mental/Life: Financial, family life, even a bad commute to work.

Lets all be mindful of what and why we are doing what we do. Stay focused and keep our heads in the game. We all want to go home the same way we came to work – sometimes we may even leave feeling better with that sense of accomplishment. We only have the here and now.
HSSE safety share

Human performance corner

Situational Awareness: Detect + Understand + Predict

Using the following Lessons Learned examples, practice applying the Situational Awareness (Detect, Understand and Predict) by having a discussion with your team.

Whiting Refinery – 12PS drill press hand injury

A contractor was tasked with drilling ~9/16” holes into 12’ wooden 4”x4” utilizing a magnetic drill press. While drilling the hole in the beam, the individual’s right hand came in contact with the drill. The incident resulted in the amputation of two fingers and laceration / fracture injuries to the other fingers.

<table>
<thead>
<tr>
<th>Detect</th>
<th>Improvised setups for tools and unguarded rotating equipment. What looks unsafe?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understand</td>
<td>Exposed rotating parts: What do they look like? Which direction do they move? What is between the operator and the rotating part?</td>
</tr>
<tr>
<td>Predict</td>
<td>Gloves and loose clothing can get caught in unguarded rotating equipment.</td>
</tr>
</tbody>
</table>

GOO – AGT Midstream – Leg injury while working with a grinder machine

During the 16” fire ring main line repair activities at the Oil Plant Phase-1 area, at about 11:10 one of the BP contractor’s employee has injured his right leg, while using an angle grinder machine, that was equipped with a saw blade. At the time of the incident, the injured person (IP) had already cut the PVC pipe and released the dead-man switch on the grinder machine. While standing up, he inadvertently touched the spinning blade (that was still spinning to due inertia) with his right leg. This contact had resulted in a transverse cut wound on the front of lower third part of the hip.

<table>
<thead>
<tr>
<th>Detect</th>
<th>When the tool is not adequate for the task.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Understand</td>
<td>Equipment position in relation to the operator’s body parts. Compatibility with tool accessories (blades).</td>
</tr>
<tr>
<td>Predict</td>
<td>Some equipment continues to rotate even when placed in the “off” position. Contact with any body part will cause harm.</td>
</tr>
</tbody>
</table>
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

### Operator checked skid-steer attachment prior to use

**Good catch:** An equipment operator checked the attachment on a skid-steer to assure the attachment was fully connected, prior to using the equipment. After seeing this inspection, I discussed the need to continue the practice of checking equipment to assure it is ready for use.

**Discussion:** How do you ensure the equipment you are about to use is fit for the job? Do you always complete thorough inspections of your equipment before starting the task at hand? What actions will you take if the equipment is not fit for the job? Do you feel comfortable speaking up if you notice another employee’s equipment is not fit for the job?

### ILI tool tray bonding

**Good catch:** A contract technician was installing bonding wires to connect an ILI tool tray to the pipeline in preparation for removing an inline inspection tool from the pig trap. I observed the technician attach the bonding cable to the pig trap pipe support, which is electrically isolated from the pipeline due to a FRP pad placed between the support and the pipe. I pointed this out to the technician and we discussed bonding location selection and how to look for insulting gaskets and other insulating devices between the bond point and the pipeline. After our discussion, the technician indicated he would look for insulation points for future bonding location selection.

**Discussion:** When was the last time you engaged in a safety discussion with contractors on site? Do you feel comfortable explaining equipment and procedures to contractors or other members of your team? Have you had to stop an unsafe act on site? What was the response you received from stopping the unsafe act?

### Broken road – trip hazard

**Good catch:** There is a walkway to the station pump area that is the walking pathway to get to most field activities at the station. This path is used by bp personnel, contractors and site visitors; and Buckeye personnel who have an easement at our facility. The asphalt walkway is broken, with substantial damage, and presents a significant trip hazard. We are currently working to get a repair quote and we have notified the safety coordinator for this site.

**Discussion:** Do you actively look for slip, trip and fall hazards at your sites? Do you know who to report these potential hazards to? Do you feel comfortable reporting these conditions and notifying those around you of the potential hazard they could find? Do you scan your intended path of travel to determine the best way to get to your destination on site, whether walking or traveling by vehicle?

Have a **Good Catch** or **What Good Looks Like** event you want to share?

Report either to the appropriate BP site contact.
Contractor safety forum
USPL is planning to hold a Contractor Safety Forum for the Midwest and Pacific NW at the end of October. This will be a virtual (online) forum and contractors from the Midwest and Pacific NW will be invited to this forum later in August/September. We anticipate good representation from bp and contractor companies and look forward to meeting all of you there.

Contractor management policy update
USPL is also in the process of updating their Contractor Management Policy and there will be some changes introduced, specifically to “fungible contractors” (i.e., the definition of fungible work, etc.)

Contractor grading
The overall statistics of contractor grading is below:

- **A grade** – 66
- **B grade** – 124
- **C grade** – 26 (6 on variance)
- **D grade** – 37 (2 on variance)

Key bp contacts
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Contractor information website
The USPL contractor information website contains important information to assist you in working safety with USPL, including HSSE policies, forms, toolkits, bp-specific programs, links to industry websites and OQ training information. Access the website at:


More information and resources