

This plan was approved by the Project Management of BGP Oman and has 5 parts as per the attached sheets.



1. Intruction & Approval
2. Objectives and Targets Year 2021
3. Annual HSE Actions
4. Activity Calender

Country and Crew Management is responsible for ensuring completion of the plan while the country HSSE committee will monitor the progress of implementation of the plan at the quarterly meetings.

Head of departments, Line managers and staff members shall be familiar with the significant health and safety initiatives planned for this year along with their respective performance indicators. Line management is solely responsible for the implementation of the plans and programs as outlined herein.



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Date: 27th Jan 2021



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Date: 27th Jan 2021

**Road Safety/
Transportation**

HSE Competence

**BGP
Oman
Focus
Area**


**Terrain (Rough,
Sand dunes)**

**New Contract
Mobilisation**



Annual Crew HSSE Objectives & Targets for year 2021

| | Objectives | Targets |
|--------------------|---|---|
| Health | Reduce health hazards and their effect in operations | ➤ Zero Lost days due to occupational illness |
| Safety | Continue foster proactive actions to Reduce the frequency and severity of all accidents | ➤ Zero Fatality; ➤ Zero Lost Time Injury (LTI) ➤ Total Recordable Case Frequency (TRCF) to be lower than 0.3 ➤ Motor Vehicle Accident Frequency to be lower than 0.2 |
| Security | Minimize negative security impact for all BGP Employee/visitors | ➤ Zero security related incident |
| Environment | Additional emphasis on crew's environmental awareness, environmental audit and inspection to Minimize operational impact on the environment, and to adhere to new IAGC/OGP guidelines on environmental management. | ➤ Achieve zero long-term environmental damages in work areas ➤ Minimize pollution by hydrocarbons (Less than 100 liters) and ➤ Zero STP non treated sewage spills |

| <div>  Crew 8622 HSSE Actions at Country and Crew Level </div> | | | | | |
|---|--|------|--|--|--------------|
| No. | TOPIC | ID | ACTIONS | RESPONSIBLE ACTION PARTY | TARGET DATE |
| 1 | LEADERSHIP & ACCOUNTABILITY | 1.1 | Continue the country HSSE visit plan as per the activity calendar and review the progress quarterly in country HSE meetings for follow ups | General Manager / HSSE Manager | Q1-Q4 2021 |
| | | 1.2 | All crew visits by General manager shall include a feedback report using a checklist and action items | General Manager / HSSE Manager | Q1-Q4 2021 |
| 2 | ROAD SAFETY/ TRANSPORTATION” | 2.1 | 100% Compliance of DDC training (PDO driving permits) for all drivers (BGP and subcontractors) 100% compliance to IVMS, fitted for ALL BGP Oman crew vehicles including sub-contractors | Operations Manager/Party Chief/ Crew HSE Advisor/ Journey Managers | Q1-Q4 2021 |
| | | 2.2 | Weekly VTS & IVMS data review by crew management and submit to CSR on weekly basis | Crew HSE Advisor/ Journey Managers | Q1-Q4 2021 |
| | | 2.3 | Maintain Crew minimum age standards for drivers (Age: 25 years and above) - Internal Initial assessment and any Terrain related training for new drivers | HRM | Q1-Q4 2021 |
| | | 2.4 | 100% Reliable company provided communication system (VTS, GSM) in all vehicles and Thuraya phones for long journey vehicles | Party Chief/ HSSE Advisor/ Journey Managers | Q1-Q4 2021 |
| | | 2.5 | VTS/IVMS, 100% to be in working order at all times. All field vehicles shall be 100% fitted with working seat belts. 100% Compliance with RAS on all crew vehicles | Party Chief/ Journey Managers / HOD | Q1-Q4 2021 |
| | | 2.6 | Promote Commuting Options to Crew Staff - Crew to engage and motivate staff to use company provided commuting. Establish and implement Private Commuting Policy, in collaboration with PCR team. | Operations Manager / Town Based HSE Advisor / Party Chief / HRM | Q1-Q4 2021 |
| | | 2.7 | Participate in L2 Audit (Road Safety) arranged by XD | Operations Manager / Town Based HSE Advisor | Q4 2021 |
| | | 2.8 | Engage crew drivers in a Road Safety campaign on the crew with the assistance from PDO CSR | JM/HOD | Q3 2021 |
| | | 2.9 | Continue reduction of driving LSR violation to less than 0.1 per vehicle per month through IVMS data | Party Chief / JM / HSEA | Q1-Q4 2021 |
| | | 2.10 | Influence reduction of driving violation through the JMCC and apply appropriate consequences. (participate in PDO plan) | Operations Manager / Town Based HSE Advisor | Q1-Q4 2021 |
| | | 2.11 | Installation of Gaurdian or other company approved systems in BGP Commuting Busses | General Manager / HSSE Manager | Q1-Q4 2021 |
| 3 | BGP Oman HSE ONLINE SYSTEMS Design, Implement, & Continuous improvements | 3.1 | Design of the Web based HSE online system and Hosting the system , (a Web based on line BGP HSE Management system) | Town Based HSE Advisor / Deputy General Manager / Logistic Manager | Q1 2021 |
| | | 3.2 | Development of the Web based HSE online system and uploading HSE documents | Town Based HSE Advisor / Deputy General Manager / Logistic Manager | Q2 2021 |
| | | 3.3 | Implementation of the Web based HSE online system and access granted to users | Town Based HSE Advisor / Deputy General Manager / Logistic Manager | Q3 2021 |
| | | 3.4 | Review of the Web based HSE online system and continuous improvements | Town Based HSE Advisor / Deputy General Manager / Logistic Manager | Q3 2021 |
| 4 | Mobilization / Demobilization New Contracts, Current Projects, Previous Contract Demobilization | 4.1 | New Contract Mobilization Plan & its Implementation | Operations Manager/Town Based HSE Advisor | Q1 2021 |
| | | 4.2 | Weekly/Monthly Mobilization meetings | Operations Manager/Town Based HSE Advisor | |
| 5 | HSE TRAINING & HSE Competence Assurance Program Refresh HSSE training for all crew staff Competence Assessments | 5.1 | Carry out all mandatory HSE training for new hire. Maintain compliance of existing staff to 95% at all times, Arrange refresher as and when required. Maintain and update HSE training matrix if required. All staff and sub-contractors to attend HSE mandatory training as per C9 & SP1157 v7. | Town Based HSE Advisor/ HR Manager | Q1-Q4 2021 |
| | | 5.2 | Implement Competence Assessment Procedures, Continue ongoing Assessments Training & competence: strictly carry out competence assessment through staff self-learning, exam, etc.; | Town Based HSE Advisor/ Party Chief/ HSE Advisors/ Section Heads | Q1 2021 |
| | | 5.3 | Develop long and short terms plans to close all gaps identified for all staff under critical position in 4 levels, Re- Assessment after achieving 100% compliance to development plan. Monitor progress | Town Based HSE Advisor/ Party Chief/ HSE Advisors/ Section Heads | Q1-Q4 2021 |
| 6 | TERRAIN Risk Management Rough area Operations / Facilities / Sand Dune Operations | 6.1 | Project RAR review as and if required , Rough area & Sand Dune scouting and detail planning - Discuss, Communicate, Disseminate RAR controls at all crew level | Operations Manager / Town Based HSE Advisor / Party chiefs | Q1-Q4 2021 |
| | | 6.2 | Sand Dune area driving training & Assessment by crew driver instructor | Town Based HSE Advisor / Party Chief / JM / HSEA | Q1 2021 |
| 7 | HIGH POTENTIAL INCIDENTS REPORTING Encourage reporting for High Potential incidents & Near Misses | 7.1 | Report all incidents (regardless of their severity) - Use new PDO web base system for all actual near miss reporting - Improve near miss reporting to at least 1 every month - Near Miss Reporting - Awareness Sessions on crew in toolbox talks - Improve Reporting (Quarterly Review) | Party Chiefs / HSE Advisors/ Town Based HSE Advisor | Q1-Q4 2021 |
| | | 7.2 | Arrange training for all HOD (head of department) on incident investigation, to ensure all incidents are properly reported and investigated - crew ownership. | General Manager / Operations manager / HSE Manager / Town Based HSE Advisors / Party chief | Q1-Q4 2021 |
| | | 7.3 | Monthly incentive Scheme on best HSE practices & performance on departmental basis to promote HSE Culture | Party Chief / HSEA | Q1- Q4 2021 |
| | | 7.4 | Participate in L3 Audit (Incident Investigation) arranged by XD | General Manager / Operations manager / HSE Manager / Town Based HSE Advisors / Party | Q3 2021 |
| | | 7.5 | Observation Card follow up (Crew) - Analyze Trends (Quarterly Review) (BGP BBS Promotion) Conduct deep-dive sessions on HiPos, TRCs and Near-misses | Party Chiefs / Crew HSE Advisors/ Town Based HSE Advisor | Q1-Q4 2021 |
| 8 | ENVIRONMENT & HEALTH MANAGEMENT | 8.1 | Continue focus on health surveillance and general health and hygiene in camp, Run Awareness Lectures with all staff in toolbox meetings, and Catering staff meetings | Party Chief/ Crew HSE Advisor/ Crew Medics | Q1-Q4 2021 |
| | | 8.2 | Conduct Environmental awareness talks with all crew in toolbox - Ensure all field activities are compliance with the related environmental laws and regulations of the country. | Party Chiefs/Crew HSE Advisors | Q3 2021 |
| | | 8.3 | Report compliance to Fitness to Work requirements to Country Management quarterly - Source external medical team (PDO approved) for 100% Compliance at all time | Operations Manager / Party Chiefs/Crew HSE Advisors/ Medics | Q1-Q4 2021 |
| | | 8.4 | Participate in L3 Audit (Welfare) arranged by XD | | |
| | | 8.5 | Improve Food & Water Consumption - Monthly and Quarterly Review - Continue to monitor & Reduce food waste quantity and Reduce Water Consumption | Operations Manager / Party Chiefs/Crew HSE Advisors/ Medics | Q1-Q4 2021 |
| 9 | Covid -19 Management Proactive Control Measures | 9.1 | Enhance & Generate Covid-19 Contingency plan and submit to BGP Country management for approval. Focuses on Control of spread and controls. - Crew ownership | Operations Manager / Party Chiefs/Crew HSE Advisors/ Medics | Q1-Q4 2021 |
| | | 9.2 | Conduct Covid-19 awareness talks with all crew in toolbox - Ensure all Camp & field activities are compliance with the related to the Instructions and Control measures of Country MOH, PDO & BGPI | Operations Manager / Party Chiefs/Crew HSE Advisors/ Medics | Q1-Q4 2021 |
| | | 9.3 | Covid-19 Control Measures and Informational Videos to be display in Crew recreational center & Messes | Operations Manager / Party Chiefs/Crew HSE Advisors/ Medics | Q1-Q4 2021 |
| 10 | HAZARD & RISK MANAGEMENT - Proactive Risk Assessment Emphasize on Country's top hazards and risks activities | 10.1 | Enhance & Generate Project HSSE plans for every new project and submit to PDO/BGP Country management for approval. Focuses on project specific hazards and controls. - Crew ownership | General Manager/ Operations Manager/ Town Based HSE Advisor | Q3 2021 |
| | | 10.2 | Crew Section heads to focus on the Risk management, Identification of hazards and controls of their relevant section - Hazard Awareness (RAR) workshops when required | General Manager/ Operations Manager/ Town Based HSE Advisor | Q3 2021 |
| | | 10.3 | Crew engagements with HOD & Staff to improve crew HSE Culture & behavior (link with HSE competency assessments) | General Manager/ Operations Manager/ Town Based HSE Advisor | Q1-Q4 2021 |
| | | 10.4 | Participate in L2 Audit (Worksite Hazards) arranged by XD | General Manager/ Operations Manager/ Town Based HSE Advisor | Q1 2021 |
| | | 10.5 | Participate in L2 Audit (Risk Management) arranged by XD | General Manager/ Operations Manager/ Town Based HSE Advisor | Q2 2021 |
| 11 | HSE PROCEDURES Review, Communicate & Continuous improvements | 11.1 | HSE Procedures manual to be reviewed as per new seismic technology and equipment and signed off by HOD to confirm contents and understanding Procedures: review and revise all key safety procedures for critical high-risk operations. | Town Based HSE Advisor / Party Chief / Crew HSEA / HOD | Q2 2021 |
| | | 11.2 | HSE Procedures to be reviewed and communicated with work force to achieve compliance | Town Based HSE Advisor / Party Chief / Crew HSEA / HOD | Q2 2021 |
| 12 | KPI ASSESSMENTS Continue KPI (Key Performance Indicator) Assessment program | 12.1 | Enforce the KPI system for all HOD and SS. PC KPI to be reviewed by the country management. New KPI form to be implemented from Jan 2021 | General Manager/ Operations Manager/ Town Based HSE Advisor | Monthly 2021 |
| | | 12.2 | Remain focus to avoid any factors of complacency, this needs to be reflected on Crew KPIs Crew Management to take ownership of BBS, Incident investigations, Pre projects risk assessments, Project plans, HSE Procedure development and Departmental Training of personnel | | |
| | | 12.3 | Continue monitoring and implement the country management HSSE KPI system As per HOD and Crew Managements (PC) KPI | | |
| 13 | AUDITS & INSPECTIONS Continue management HSSE visit and HQ HSSE audit program | 13.1 | Participate in PDO L1 Audit | Operations Manager / HSE Manager / PC | Q1 2021 |
| | | 13.2 | Enhance Crew internal inspections of crew facilities including vehicles, to be carried out by the crew senior staff, as per the monthly schedule - 90 % completion targets Audit: conduct cross HSE audit between crew departments | General Manager/ Operations Manager/ Town Based HSE Advisor | Q1-Q4 2021 |
| | | 13.3 | The country management shall conduct HSSE (Type 2) audit to the operational seismic crew in accordance with the schedule of BGPI. | General Manager/ Operations Manager/ Town Based HSE Advisor | Q1-Q4 2021 |



BGP Oman Country/Crew Management Activity Calendar 2021

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
|---------------------------------|-----|-------------|-------------|----------------------|--------------|--------------|---------|---------|----------------------|----------------------|--------------|---------|
| 8622 | | V/A | V | V | V | V | V | V | V | V | V | V |
| | | (GM,OM, SM) | (OM, CG,SM) | (OM, CG,SM) | (OM,GM) | (GM, OM, SM) | (GM,SM) | (OM,EM) | (OM,CG,SM) | (GM,OM,SM) | (OM, SM) | (OM,SM) |
| Road Safety Campaign | | | | PC/ JM/ HSEA/ HOD | | | | | | PC/ JM/ HSEA/ HOD | | |
| BGP BBS awareness sessions | | | | PC/HSEA/ HOD | | | | | PC/HSEA/ HOD/HSEM | | | |
| Near Miss Awareness workshop | | | | | PC/HSEA/ HOD | | | | | | PC/HSEA/ HOD | |
| ★ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ | √ |

V = management visit followed by an inspection by Country manager, feedback on visit and action items

A= Crew audit conducted by either BGP HQ or country management (Type 1 or Type 2 - TBC)

GM: General Manager, OM: Operations Manager, CG: Chief Geo DGM: Deputy General Manager, SM: HSE Manager/Town based HSE Advisor,

★: Crew HSE COMMITTEE MEETINGS Chaired by party chief

Note: The above listed visit activity is for BGP Muscat office and Crew