



Shell Upstream Americas Contractor Standards, Procedures, and Guidelines

Quarterly Newsletter (U.S. Based)

June 2010

This newsletter provides information on new and updated HSE and Operations documents. Please forward this newsletter to others in your company who might benefit from this information.

Transition 2009 – Complete!

Shell has completed its restructure. Shell Upstream Americas integrates four Business Units: Deep Water, Onshore Gas, Heavy Oils, and Exploration and Commercial. Historical names such as SEPCo, EPW, and UA can all be found in the contractor controlling library. Eventually all documents will reflect the new organizational structure, but for the short term, expect to see some differences.

HSSE & SP Commitment and Policy

No harm to people and protecting the environment, as detailed in the [HSSE & SP Commitment & Policy](#), is a deeply held value to Shell.

In order to comply with this commitment and policy, Shell U.S. employees and contractors must meet the requirements communicated in the controlling documents located on the Standards/Procedures/Guidelines (SPG) web page at [UAContractor.com](#).

Asset Integrity document library added

A link to the new Asset Integrity library has been added to the Standards/ Procedures/Guidelines area of [UAContractor.com](#). This library contains the Performance Standards used by Shell UA Deep Water to manage asset integrity across its facilities.

SPG web page access

Contractors can access current HSE and Operations documents as follows:

- Visit the Shell UA Contractor HSE Home Page ([UAContractor.com](#)).
- Click the link to Standards/Procedures/Guidelines (SPG).

A company name and password are required to access the SPG page. If you are not able to access this page or need a new password, please contact Kevin Hoffman:

- e-mail: Kevin.Hoffman@shell.com
- phone: +1 (504) 728-6099

To ensure that you receive future updates regarding Shell contractor standards, procedures, and guidelines, please provide Kevin Hoffman with the following information:

- Company
- Contact name
- E-Mail address
- Phone number

New/ Revised Documents – April-June 2010

New/ Revised documents published in the second quarter of 2010:

Title	Description	Document Custodian
New Documents (see awareness presentations on SPG page for details)		
Metallic Materials - Brittle Fracture Prevention Specification (ENG0131SP) Rev 0.0	Provides requirements and gives recommendations for the selection and application of steels in order to prevent brittle fracture at low temperature.	Anthony Turley <i>+1 (504) 728-7527</i>
Revised (see awareness presentations/change logs on SPG page for details)		
Variable Frequency Drives (VFDs) 600 Volts and Below (ENG0086SP) Rev 1.0	Covers the requirements for design, construction, inspection, testing, packaging, loadout, documentation, and shipment of variable frequency drives (VFDs) rated 600 volts and below.	Keith Gonzales <i>+1 (504) 728-6514</i>
Medium Voltage Switchgear (ENG0115SP) Rev 1.1	Covers the requirements for Medium Voltage (MV) Switchgear for use by UA Deep Water, including design, construction, inspection, testing, documentation, packaging, loadout, and shipment.	Keith Gonzales <i>+1 (504) 728-6514</i>
Safe Work Planning and Authorization (SWPA) System (HSE0008) Rev 2.0	Designed to ensure that work is planned and executed so as to protect people, assets, the environment and the reputation of UA Deep Water.	Kirby Fabre <i>+1 (504) 728-4594</i>
Food Safety Standard for Field-Based Operations (HSE0057) Rev 2.1	Establishes requirements to ensure that hazards associated with food are effectively managed. Except as specifically excluded, it applies to UA Deep Water field locations where UA Deep Water performs or contracts food preparation and serving services on-site.	Chris Daigle <i>+1 (504) 728-4594</i>
Portable Electronic Devices (PEDs)(OPS0175) Rev 1.0	Provides guidance for using portable electronic devices in classified locations as defined in API RP 500 and OPS0177A.	Keith Gonzales <i>+1 (504) 728-6514</i>
Operation Requirements for Electrical Systems (OPS0177A) Rev 2.0	Establishes minimum safe practices applicable to operations and maintenance of electrical equipment and specifies requirements to minimize ignition risk associated with electrical sources on production facilities.	Keith Gonzales <i>+1 (504) 728-6514</i>
UA Pore Pressure/Fracture Gradient (PP/FG) HSE Process (OPS0186-SP01) Rev 1.0	Ensures that all HSE-critical activities related to estimation of pore pressures and fracture gradients have been performed prior to spudding a well.	Elena Naccari <i>+1 (504) 728-0437</i>

Contractor HSE Safety Management Process (CSMP) HSE Advisors

For questions regarding a particular document, please contact the Document Custodian listed on UAContractor.com. For general contractor-related questions, please contact your CSMP HSE Advisor.

Name	Phone Number	Responsibility
Jody Licatino	+1 (832) 337-2170	Contractor HSE-SD Manager
Rusty Fralic	+1 (281) 544-3261	Rockies
Mike McRill	+1 (281) 544-2438	South Texas / Louisiana Onshore
Donald Faucheux	+1 (504) 728-4833	GOM Wells / Louisiana Onshore
Daniel Dupre	+1 (504) 728-7011	GOM Prod. / Const./Logistics
Bill Wester	+1 (907) 771-7216	Alaska & Geophysical Operations
Stephan Buffington	+1 (832) 337-2168	Aviation & Legacy & GOM Prod./Const./Logistics Support
Jim Hiebert	+1 (281) 544-5793	Exploration and Commercial
Ron Czura	+1 (403) 691-2073	Canada Production and ISNetwork
Stacey Kelley	+1 (403) 691-4764	Canada Wells and Duvernay
Hana Necas	+1 (403) 691-2769	Canada Production
Pierre Trottier	+1 (403) 384-5133	Canada Operations