



## Shell Upstream Americas Contractor Standards, Procedures, and Guidelines Quarterly Newsletter

November 2010

### Changes to HUET Requirements

#### What Is Changing?

Starting January 1, 2011, the following 3 provisions of HSE0039 Rev. 2.0 will take effect for all of Upstream Americas (UA):

1. The old "3-flight rule" which allowed passengers to fly 3 times in a rolling 12-month period without completing HUET will become obsolete.
2. All Shell personnel, contractors, and subcontractors traveling offshore in the UA region must complete HUET **prior to flight**.
3. The HUET refresher cycle will change from 3 years to 4 years. Accordingly, all HUET training conducted on or before Jan 1, 2007 will expire on or before January 1, 2011.

#### What to Do

1. If there is any reason you may travel offshore by helicopter in the future, ensure that you book and complete your training before the end of the year.
2. If already completed HUET, check your training date and make sure you don't need to complete refresher training prior to January 1, 2011.

There are plenty of training opportunities available. Avoid the last minute rush and sign up now.

Any questions can be directed to [Steve Summers](#) (504-728-7394).

### Heliport Random Drug and Alcohol Testing & DISA Compliance Programs

Please visit [UAcontractor.com](http://UAcontractor.com) for information on heliport random drug and alcohol testing and DISA compliance programs.

Please contact Nejat Dahmani, Field Operations Representative-DISA, Inc., (281) 673-2544 for any DISA account questions/ concerns. If you have questions about your contract requirements, please contact your contract representative.

## Revised/Emerging Documents – July-October 2010

Revised and emerging documents published in the third quarter of 2010 are detailed below.

Title	Description	Document Custodian
<b>New Documents (see awareness presentations on SPG page for details)</b>		
<b>Area Classification and Electrical Equipment Spacing for North American Application (ENG0044SP) UA-Deepwater only</b>	Specifies requirements and recommends practices for the determination of hazardous (classified) areas in Shell facilities handling flammable fluids, and provides requirements and recommended practices for electrical equipment spacing in Shell facilities.	Keith Gonzales  +1 (504) 728-6514
<b>Firewater Pumps for Offshore Installations (ENG0079SP) UA-Deepwater only</b>	Specifies requirements and gives recommendations for main firewater pumps in offshore installations in conjunction with NFPA 20.	John Bertucci  +1 (504) 728-7389
<b>Shaft Sealing Systems for Centrifugal and Rotary Pumps (ENG0132SP) UA-Deepwater only</b>	Provides requirements and gives recommendations for shaft seals and their related seal systems for centrifugal and rotary pumps.	John Bertucci  +1 (504) 728-7389
<b>Incident Investigation and Learning (HSE0152) UA-Deepwater only</b>	Defines the process by which Deepwater complies with Mandatory Manual requirements for Incident Investigation and Learning (IIL), and Deepwater Roles and Responsibilities.	Kirby Fabre  +1 (504) 728-4594
<b>Wireline Explosives Safety (OPS0201) UA-Deepwater and Onshore Gas</b>	Defines requirements for safe wireline perforating operations.	Bob Ramos  +1 (281) 544-2275  John Garrett  +1 (504) 728-3427
<b>Revised (see awareness presentations/change logs on SPG page for details)</b>		
<b>Specifications for Piping Systems (Schedule Q) (ENG0047SP) Rev. 1.4 UA-Deepwater only</b>	Defines the material and design requirements for all piping systems.	David Lemonier  +1 (504) 728-7023
<b>Specification for Structural Design of Platform Decks, Steel Skids, and Miscellaneous Structural Steel Items (ENG0068SP) Rev. 2.0 UA-Deepwater only</b>	Covers the minimum requirements for the structural design of platform decks, steel skids, and miscellaneous structural steel items.	Randy Abadie  +1 (504) 728-4755

<b>Title</b>	<b>Description</b>	<b>Document Custodian</b>
<b>Revised (see awareness presentations/change logs on SPG page for details)</b>		
<b>Fall Prevention and Protection (HSE0044) Rev. 2.0 UA Deepwater only</b>	Describes policies, guidelines and regulatory requirements that mitigate the risks associated with personnel working at heights.	Kim Biggs +1 (504) 728-4638
<b>Texas Environmental Compliance Manual (HSE0065) Rev. 10.1 UA Onshore Gas only</b>	Covers regulatory (federal, state, and local) and Company performance standards for environmental compliance.	Chemary Esis +1 (832) 337-2101
<b>DEEPWATER Guidance for Group RAM MM Adoption (HSE0135-PR01 Tools) Rev. 1.0 UA-Deepwater only</b>	Tools include a Deepwater RAM Pocket Guide, a Deepwater Dropped Object Consequence Calculator, and instructions for applying RAM to unplanned events.	Kirby Fabre +1 (504) 728-4594
<b>Incident Reporting to the BOEMRE and USCG for GOM OCS Operations (HSE0137-PR01) Rev. 2.0 UA-Deepwater only</b>	Ensures uniform incident reporting to the Bureau of Ocean Energy Management, Regulation and Enforcement (BOEMRE) and the United States Coast Guard (USCG)	Theresa DiCarlo +1 (504) 728-6237
<b>Personnel Transfer Safety Offshore (OPS0168A) Rev. 3.0 UA-Deepwater only</b>	Establishes uniform procedures to minimize likelihood of injury to personnel when boarding or disembarking marine vessels, offshore platform/jackets, and offshore drilling rigs.	Jeff Walter +1 (504) 728-4826
<b>Project Rig Start-Up Plan (OPS0198) Rev. 0.2 UA-Deepwater and Onshore Gas</b>	Provides templates, tools and scorecards to ensure a safe and uniform start-up process for new projects/rigs.	Mike Walker +1 (281) 544-4813

## **Contractor HSE Safety Management Process (CSMP) HSE Advisors**

For questions regarding a particular document, please contact the Document Custodian listed on [UAContractor.com](http://UAContractor.com). For general contractor-related questions, please contact your CSMP HSE Advisor.

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