

Shell Exploration & Production Company
Gulf of Mexico



One Shell Square
PO Box 61933
New Orleans LA 70161-1933

November 5, 2010

SUBJECT: Reminder to ALL Shell Gulf of Mexico Contractors

The purpose of this letter is to verify that all Gulf of Mexico contractors are complying with Shell's Lifting and Hoisting training requirements as outlined in the Shell OPS-0055 Lifting and Hoisting Standard.

In order to help prevent future incidents involving any lifting or hoisting activities please adhere to the competency and training requirements outlined in the Shell OPS 0055 Lifting and Hoisting Standard.

Any employee performing any lifting or hoisting activity for Shell must be qualified for that activity as outlined in OPS 0055 Lifting and Hoisting Standard.

BACKGROUND: A recent Shell Gulf of Mexico incident investigation included improperly trained and qualified contractors per OPS 0055 during lifting and hoisting activities resulting in a dropped object.

ACTIONS: We are asking all contractors whose employees may perform **any** lifting or hoisting activities on Shell locations to:

- 1) Review the OPS 0055 Lifting and Hoisting Standard and update their company safety training records as needed in order to verify that all employees who perform any lifting or hoisting activities on Shell locations are qualified to do so per Shell OPS 0055 Lifting and Hoisting training requirements.
- 2) Schedule any needed training per Shell OPS 0055 Lifting and Hoisting training requirements.
- 3) Email [Daniel Dupre](#) by December 31, 2010 indicating that this has been accomplished.

RESOURCES: Any inquires regarding the Shell Lifting and Hoisting training requirements can be directed to [Jim McClellon](#) or the Shell Robert Training and Conference Center [Nicole Dean](#) at (985) 543-1270.

All Shell Standards including OPS 0055 Lifting and Hoisting are made available to you by logging onto our external contractor webpage at www.uacontractor.com under Standards, Procedures and Guidelines.

If you need login assistance to our external webpage please contact Kevin Hoffmann at (504) 728-6099 or kevin.hoffman@shell.com *.for login assistance only.*

FOLLOW-UP: Your Shell Contractor Safety Management Team representative will follow-up with you in person or by phone in order to verify that the above action has been closed and will report back to the Shell incident investigation team.

Your prompt cooperation will assist both your company and Shell in protecting our employees and reaching Goal Zero.

A handwritten signature in black ink that reads "Daniel Dupre". The signature is stylized and cursive.

Thank You
Daniel Dupre'
Shell Upstream Americas
Contractor Safety Management Team