



HSE SYSTEM

1. Management Commitment

- HSE Policy
- Petroleum Industry Guiding Principles
- HSE Responsibilities

2. Risk Management and Control

- HSE Risk Management Strategy
- Risk Ranking Matrix

3. Pre-job planning processes

- E.R.P planning form
- Atmospheric monitoring bump test
- Pre-job task hazard assessment form
- J.S.A. (Job Safety Analysis)
- Work Permits types
 - Ground Disturbance
 - Confined Space Entry

4. on the Job Risk Assessment

- Health Safety Environment Opportunity Report
- Personal Hazard Assessment

5. Inspections

- HSE equipment / SITE inspections
- Equipment inspections
- Post – job review

6. Work Policies and Standards

- Alcohol and Drug Policy
- Privacy Policy
- Fire resistant work wear
- Vehicle Standard
- Working at Heights
- Ground disturbance



6. Continued....

- Lifting and Rigging
- Purging Standard
- Hydrate Standard
- P.P.E.
- Tank Truck Loading / Unloading
- H2S Safety
- Pressure and leak testing
- Manual lifting heavy or awkward loads
- Electrical Safety – Bonding Grounding
- Permitting
- Confined Space Code of Practice
- Respiratory Protection Code of Practice
- Ground Disturbance Code of Practice
- Safety equipment requirements
- Snipe / Cheater bar guidelines

7. Training

- Critical Task Listing
- Training Requirement Summary with Compliance Training Matrix
- New worker indoctrination Agenda
- New Worker Indoctrination

8. Communication

- Post E.R.P. Review
- Meeting Record
- S.H.E.R.S. (Safety, Health and Environmental Incident Share)

9. Incident Investigation

- Alberta Injury “Quick Facts”
- Nonconformance, Incident management and Preventive Action Standard
- Incident and Accident Report form
- Listing of Immediate and System Incident Causes.

10. Forms Toolbox

- E.R.P. Field form
- Pre-job ask Hazard Assessment
- Hand Held Detector Bump Test Log
- WCB reporting
 - What to report
 - How to fill out the Employers report
 - Employers Report
 - Workers Report



10. Continued.....

- Albert Injury "Quick Facts"
- Confined Space Entry Permit
- Ground Disturbance Permit
- Blank JSA
- Personal Hazard Assessment
- Job Observation form
- HSE Opportunity form
- Weekly vehicle inspection
- Post Job Evaluation
- ERP – Post response review & analysis
- Vehicle Accident Report
- Spill Report Form
- Incident Report Form
- Routine Health Safety Environment Inspection Form
- Training Requirements and Matrix
- Meeting Record