Safety Expectations:

☐ Welcome to Fieldwood: _______ platform. We would like for your stay here to be safe, compliant and productive. This orientation is to familiarize you with Fieldwood expectations while working on the facility. For your, and the safety of others, please pay close attention to all the instructions that will be provided.

☐ Personal Protective Equipment: Hard hats, safety glasses, steel toed boots and FRC (Fire Resistant Clothing) are the minimum PPE required outside the quarters. Hearing protection required in high noise areas. Gloves, face shields, goggles, fall protection or any other required PPE are to be worn dependent on the job task. USCG approved personal flotation devices (Type I or 5) shall be worn on the +10 deck, while transferring to/from vessels or working over water (Communicate where PPE is located).

☐ JSA (Job Safety Analysis): JSAs will be used to identify and evaluate hazards and implement control measures to eliminate or reduce the potential for an incident. You will be expected to participate in Fieldwood Energy’s JSA Process.

☐ Safety Meetings & Emergency Drills: You will be required to attend and participate in scheduled safety meetings and emergency drills.

☐ Ultimate Work Authority (UWA): The person that is authorized to make final decisions relating to activities and operations on this facility is: ________. All crew members must know who has UWA at all times.

☐ Bypass Flagging and Monitoring of Safety Devices: Review Bypass Flagging and Monitoring of Safety Devices Expectation Letter with “all” personnel, have each person read, complete and sign the letter. Forward completed letter to the Field Foreman.

☐ Stop Work Authority (SWA): It is your responsibility to stop work when you observe an unsafe condition or act that could affect your safety, the safety of other personnel, or the environment. When work is stopped the person with Ultimate Work Authority (UWA) must be notified and work can resume only with UWA approval.

☐ Unsafe Working Conditions: Encourage reporting of unsafe working conditions to the Person in Charge.

☐ Incidents/Near Misses: Immediately report all incidents (spills, leaks, injuries/illnesses) no matter how small to your supervisor or PIC of the facility.

☐ Fieldwood Energy Safe Work Practices: All personnel will be required to follow all applicable Fieldwood Energy Safe Work Practices while onboard any Fieldwood Energy facility. For information, copies or guidance on safe work practices see your supervisor or the Fieldwood Energy PIC.

Emergency Information:

☐ Station Bill: Review the station bill, assign personnel muster station and alternate station in the event of an emergency situation (Visually observe location). Add personnel to the POB list to be updated daily.

☐ Escape Routes and Lifesaving Equipment: Identify all routes of exit/egress, procedures and lifesaving equipment to be used in the event of an emergency. (Capsules, rings, floats, rafts, ropes and stairs).

☐ Alarms: Sound the fire, abandon platform and man overboard alarms. Verify the general alarm system is understood.

☐ Medical Emergencies: Identify where the Offshore Medical Evacuation Procedure information is posted in the event of a serious injury or Illness medical emergency. I.e. Medivac helicopter or SARS information, platform location of field medic, hospitals and coordinates are located.
Hazard Information:

- **Hazards:** Explain current work being performed on the facility and hazards associated with that work. Point out any hot work, open holes, slip, trip fall areas, restricted areas, etc.

- **Safety Data Sheets:** Explain where the SDS station is located and its purpose. Verify any contractor supplied chemicals are accompanied by an SDS.

- **Electronic Devices:** Cell phones, pagers, IPads, IPods, computers, cameras, etc. are prohibited outside of the living quarters unless approved by the PIC and shall require a hot work permit. Taking photos on this facility is prohibited without Fieldwood Energy supervisor approval.

- **Designated Smoking Areas:** Smoking is prohibited in all galleys, living quarters, offices, TV rooms and bedrooms. This policy is inclusive of electronic cigarettes and vaporizers. Smoking is ONLY permitted in a designated smoking area. Matches or cigarette lighters shall not be carried into production, drilling, or work areas. Cigarette butts must be disposed of in approved containers (Show designated smoking areas).

General:

- **Bunk, Personal Hygiene and Housekeeping:** If staying overnight a bunk will be assigned along with housekeeping procedures. During your stay at this facility, you will be required to practice good personal hygiene. Wash your hands and use hand sanitizer regularly, keep your living area clean and disinfected, shower, launder and change clothing daily and change bedding regularly (No hot sheeting).

- **Drug/Alcohol and Prohibited Substance Search and Seizure Policy:** All personnel on Fieldwood Energy property are subject to random drug and alcohol screening as well as baggage searches for illegal drugs, alcoholic beverages, prohibited substances, firearms or property belonging to Fieldwood Energy. Energy drinks, herbal incense, potpourri synthetic marijuana/cocaine are also prohibited. Anyone refusing to comply with this policy will be removed from Fieldwood Energy facilities.

- **Job Skills and Knowledge:** Work shall only be conducted by personnel that have adequate skills and knowledge to perform their assigned duties while on board this facility. If you have not been trained, qualified or authorized to perform a certain task do not proceed with the job and/or task (Production or crane operations, welding, opening instrumentation and electrical panels, etc.). Verify documentation as necessary.

- **Prescription Medication:** All prescription medications that may impair your ability to safely perform your job duties must be reviewed in order to protect you and the safety of others. You should report any such prescription medications to the Fieldwood Energy PIC immediately. All prescription medications must be in the user’s own name within expiration date and in original container.

- **Horseplay:** Horseplay activities such as practical jokes, physical contact, playing around, racing, grabbing, social pressure to participate in unsafe acts, harassment, unauthorized contests or activities are strictly prohibited.

- **Person-In-Charge:** Introduce the boarding personnel to the PIC.

- **Acknowledgement:** Have personnel sign the site specific orientation log sheet and keep on file.