



Drilling Department

Minutes of Meeting


Subject: Drilling Operations Incident Review Committee (DOIRC) Meeting # 28	
Date of Meeting: 11/05/2011	Time: 09:00 hrs
Venue: Al-Rayyan Conference Hall, Sheraton Hotel - Doha	
To: All Attendees	
CC:	
Date of Issue: 22/05/2011	
Ref. : DR/E-194/2011	Pages: 4 including this page.

Attendees	
(Refer to the attachment – List of Attendees)	

Item	Minutes	Action
1	<p>The meeting kicked off at 9:00hrs with a safety brief and introduction of agenda.</p> <p><u>Welcome address by Operations Manager Drilling:</u></p> <p>The Operations Manager Drilling - QP (Mr. Talib A. Al-Murri) welcomed participants and the new leadership of various companies attending for the first time. In his opening remarks, he commended the increasingly growth in attendance and urged all to keep it up. Stating that the key objectives of DOIRC meeting were to facilitate knowledge transfer in HSE initiatives, share learning from incidents among operators and build networks by bringing together experts in technical and operational HSE.</p> <p>He further remarked that QP Drilling department will continue to play its leading role in the campaign for "safety first". In the light of the foregoing, he proudly announced that QP Drilling department has been certified to OHSAS 18001 standards in addition to its existing EMS and QMS, and therefore sets the department as the only department in QP to have achieved this feat (an Integrated Management System -IMS). He expressed appreciation for tremendous support of the senior management team, the dedication of staff and efforts of service providers in realising this milestone achievement. Finally, he enjoined all to keep up the good work.</p>	
2	<p><u>Previous Minutes Review</u></p> <p>The status of action items arising from previous minutes of meeting are as follow:</p> <ul style="list-style-type: none"> - Finger injury campaign – completed, following the presentation by Al-shaheen at this meeting. 	

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3	<p>DOIRC Members HSE Statistics and Highlights</p> <p>Members presented their HSE statistics and highlights achieved in Q4 2010 and Q1 2011YTD.</p>	
4	<p><u>Presentations</u></p> <p>The details of the incidents/ HSE initiatives are in the presentation slides attached, while the highlights are as follow:</p> <p>1. QP Drilling Incident:</p> <p>A Lost Time Incident (LTI) was presented. It involved a Forklift Operator who was trapped between a backward moving forklift due to sloppy area and stacked wooden boxes, resulting in fracture of his right hand wrist.</p> <p>Lateral Learning: Enhance change management process in workplace as hand brakes were incorrectly engaged by Operator due to unfamiliarity with brake system.</p> <p>2. Ras-Gas Incident:</p> <p>A near miss incident was presented by Ras Gas. It involved a vessel positioned at 150-200 m between the Rig & mooring buoy and whilst rotating the swing of the bow, resulted in the port bow of the vessel making contact with the Ensco 94.</p> <p>Lateral learning: Ensure relevant work instructions are up-to-date and crew are competent and experienced in vessel handling.</p> <p>3. Qatar Shell Well Delivery Incidents</p> <p>Two Near Miss incidents were presented by Qatar Shell Well Delivery.</p> <p>Lateral Learning: Ensure manifested weight is accurate and verified against crane load indicator reading (actual weight) by strict adherence to procedure.</p> <p>4. Wintershall incidents:</p> <p>Wintershall presented an incident resulting in both Property damage and First Aid case (FAC) and yet another Property Damage incident.</p> <p>Lateral learning: Encourage thorough job planning using risk assessment tools like JSA etc.</p> <p>5. Gulf Drilling International Incidents:</p> <p>Two incidents classified as Lost Time Incident and Near Miss were presented by GDI.</p> <p>Lateral Learning(s): - Need to adhere to Manufacturer's recommendations and adopt safe working practices.</p> <p>6. QP Drilling Knowledge Sharing:</p> <p>QP Drilling shared their experience in achieving OHSAS certification, narrating that the process required a systematic approach to planning, implementation, checking and Review/Act (using Deming Model) and most importantly the strong commitment of DR leadership by providing the required resources. The Presenter said the certification was made easier because DR built on the gains of existing EMS by upgrading EMS documents to HSE MS. He further informed that a dedicated Drilling team was</p>	

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	<p>established to identify drilling hazards and develop a hazard and effects register. Thereafter, an aggressive HSE awareness campaign was carried out to communicate the requirements as well as inform staff about their roles and responsibilities. Several audits were carried out to check conformity with standard requirements by internal and finally by external parties before the award of certification.</p> <p>Finally he said the effective implementation of HSE MS has helped DR turn uncontrolled hazards into controlled risks and improved the safety of workforce and productivity.</p> <p style="text-align: center;">7. QP Corporate HSE Awareness Campaign on Managing HSE in QP Contracts:</p> <p>QP Corporate HSE Representative delivered a presentation on Managing HSE in QP Contracts. The presenter informed that QP has developed a robust procedure designed to implement improvements rapidly in managing HSE in QP contracts. He highlighted that the New HSE Regulations were purposefully stringent to improve the current contractors` HSE performance and thus enjoined all stakeholders to comply accordingly for the betterment of all.</p> <p>Finally he stated that contractors as key QP business partners were required to collaborate with QP to ensure a successful implementation by demonstrating commitment to apply the new Regulations in all their contracts; Co-operation with QP personnel applying the new process & regulations; Information to their Key staff ; Appointment of only competent personnel to work on QP projects; Inform their staff to comply with requirements of the new HSE Regulations; Ensure their Sub-Contractors comply with the new QP HSE Regulations for Contractors; Carry out own HSE risk assessment and submit fit for purpose HSE plan; Expect past performance to factor into award of contracts.</p> <p style="text-align: center;">8. Al-Shaheen Well services company (knowledge Sharing)</p> <p>A presentation on Hand and Finger injury prevention was delivered by Al-Shaheen. The presentation revolves around a fully mechanized system that separates the work of people from the work of machine by adding human intelligence to the machine. It involves using machinery to replace high-risk, easily repeatable or inefficient work currently performed by humans using hands. The technique/tool is primarily engineered to eliminate finger and hands injuries resulting from identified pinch points. However, he pointed out that the effectiveness of the tool to making a difference depends on its usage and so enjoined supervisors and crews to maximize the use of tools at worksites as well as solicited commitment of the management to support the worksites eliminate finger and hand injuries.</p>	
5	<p><u>Action Items</u> The company representatives were implored to cascade safety alerts and flashes to QP for further circulation to members (operators and contractors) and GCC countries as well</p>	All
6	<p><u>Any Other Business (A.O.B)</u></p> <p>1- Common issues – Concerns and Focus Area:</p> <ul style="list-style-type: none"> • <i>Lack of experience and training</i> - ensuring practical competences of workforce and or assigning competent person to supervise them. • <i>Poor Job Safety Analysis/Risk Assessment</i> – ensuring that concerned 	

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	<p>workforce have an appreciation of significant risks in workplace and knowing how to identify and deal with them thoroughly.</p> <ul style="list-style-type: none"> • Non-adherence to procedure (e.g. lifting equipment) – instituting an organisational culture that must value safety and make risk-taking and shortcuts unacceptable by increased awareness campaign on compliance with the laws, standards and procedures. • Poor planning – ensuring detailed planning of activities and commitment by those who actually perform work (i.e. Involves employees who directly perform the work, managers who directly oversee that work and upper managers responsible for the operation). <p>Lack of Journey Management System – developing journey management procedures to effectively monitor drivers` behaviours.</p> <p>- It was agreed that participating organisations should strive to improve on these common areas of concern as required.</p> <p>2- Well Control training centre in Dukhan</p> <p>Participants were informed that IWCF course is currently being offered locally by Al-Shaheen at Dukhan training and were also advised not only to avail them-selves of the state-of-art facilities/equipment but also optimise oil and gas industry training opportunities for non-engineers.</p>	<p>Info</p> <p>All</p> <p>Info</p>
7	<p>Wrap up</p> <p>The Operations Manager Drilling thanked all for their meaningful contributions and fruitful deliberations and urged all to walk the talk always. Finally he thanked Schlumberger for sponsoring the forum.</p>	
	<p>The presentations, HSE statistics & highlights and minutes of meeting will be published in QP Internet website.</p> <p><i>22.05.2011</i></p> <p> Talib A. Al-Murri Operations Manager Drilling <i>24.5.2011</i></p> <p><u>Attachments as published in QP Website:</u></p> <ol style="list-style-type: none"> I. List of Attendees II. Statistics and Highlights III. Presentations. <p>Reporter: Godsent Omah (QP Drilling)</p>	