

2019



# The Hess Rules



# Why Rules?

Severe incident reduction is a key focus area for our company. Statistical analysis has indicated that failure to mitigate high risks associated with certain activities contributed to a majority of our severe incidents.

To help prevent these severe incidents from occurring, the Hess Rules have been developed to:

- ▶ Set expectations around mitigations for high risk activities,
- ▶ Provide a platform to discuss the risks associated with these activities,
- ▶ Provide a simple resource to improve safe behaviors,
- ▶ Describe basic minimum global requirements for local safe work practices,
- ▶ Give all workers the ability to spot unsafe behaviors or conditions associated with those activities, and
- ▶ Help ensure appropriate consequences are applied when unsafe behavior occurs.

Based on need and future statistical trends, other rules may be issued in the future.

## **About The Hess Rules**

*Hess adopted The Hess Rules for its E&P operations in 2011. They were introduced as seven mandatory safety requirements to protect employees and contractors from harm and focused on activities most frequently associated with injuries, fatalities and catastrophic events.*

*Since their original introduction, The Hess Rules have become instilled in our daily business worldwide, and they support Hess' safety practices and culture. The Hess Rules are about putting people first, acting with integrity, performing to a high*

# Hess will:

- ▶ Identify activities with high risk potential.
- ▶ Develop specific Rules to apply to those activities.
- ▶ Expect everyone to comply with the Rules.
- ▶ Hold ourselves accountable: leaders, managers, supervisors, company employees and contractors.
- ▶ Investigate Rule violations and take appropriate action.

# Hess expects:

- ▶ All employees will be briefed on, and comply with, the Rules.
- ▶ Each asset/project will have safe work procedures to address the Rules.
- ▶ Rules will be included in all induction processes.
- ▶ Contractors and their subcontractors will comply with the Rules.


*standard and acting responsibly. Each of us is responsible for ensuring the safety of our employees, contractors and the communities where we operate.*

*Hess is reintroducing The Hess Rules by aligning the rules with our EHS standards and procedures. Also, we are adding two new rules: Dropped Object Prevention and Safety System Bypass. The Hess Rules are just as relevant now as ever, and vital to our ultimate goal of **Everyone, Everywhere, Home Safe Every Day.***

# The Hess Rules


**RULE 1**

**ENERGY ISOLATION**

A circular icon with a white background and a dark green border. Inside, there is a dark green lightning bolt on the left and a dark green padlock on the right.


**RULE 2**

**LIFTING AND HOISTING**

A circular icon with a white background and a dark green border. Inside, there is a dark green crane hook with a horizontal bar below it.

**RULE 4**

**CONFINED SPACE ENTRY**

A circular icon with a white background and a dark green border. Inside, there is a dark green silhouette of a person standing next to a vertical pipe or structure.


**RULE 5**

**HOT WORK**

A circular icon with a white background and a dark green border. Inside, there is a dark green starburst or sunburst shape.


**RULE 7**

**LAND TRANSPORTATION**

A circular icon with a white background and a dark green border. Inside, there is a dark green silhouette of a truck.

**RULE 8**

**SAFETY SYSTEM BYPASS**

A circular icon with a white background and a dark green border. Inside, there are two dark green silhouettes of people standing on either side of a clipboard.



**RULE 3**

**WORKING AT HEIGHTS**



**RULE 6**

**EXCAVATION AND TRENCHING**



**RULE 9**

**DROPPED OBJECT PREVENTION**



THESE HESS RULES APPLY TO HESS EMPLOYEES, CONTRACTORS AND SUBCONTRACTORS AT ALL HESS OPERATIONS AND FACILITIES WHERE HESS HAS OPERATIONAL CONTROL.



RULE 1

# Energy Isolation

*Stored energy sources shall be identified, isolated, tested and communicated to appropriate personnel before work shall proceed.*



## MINIMUM REQUIREMENTS

- ▶ Conduct a JSA prior to commencing work.
- ▶ Control/Isolate and/or discharge any stored energy.
- ▶ Use locks, tags or physical removal of mechanical components to assure a non-operational mode.
- ▶ Verify (testing/walkdown/drawings) energy isolation.
- ▶ Notify affected personnel of the isolation, and again prior to return of service.
- ▶ Assure those involved are authorized, trained and competent.
- ▶ Periodically monitor isolation for effectiveness.

## COMMON HAZARDS

### KINETIC ENERGY

- Moving/rotating parts
- Cutting blades
- Pressurized systems
- Fall potential
- Dropped potential
- Crushing points
- Pinching points
- Moving equipment

### ELECTRICAL ENERGY

- Powered equipment
- Power lines
- Static build-up

### HAZARDOUS SUBSTANCES

- Chemicals
- Flammable gases/liquids
- Dusts/fibers
- Metallic fumes
- Toxic material

## ENERGY ISOLATION RULE REFERENCE

EP-EHS-STD-01016 *Or refer to asset procedure.*

RULE 2

# Lifting and Hoisting



*Lifting and Hoisting operations shall be correctly planned, thoroughly risk assessed and carried out by qualified personnel using certified equipment which has been pre-use inspected and is appropriate to the lifting operation it will be used on.*



## MINIMUM REQUIREMENTS

- ▶ Lifting and Hoisting Standard Work shall be utilized to plan and conduct all lifting operations.
- ▶ Identify the category of the lift and the level of planning and risk assessment required for the category.
- ▶ Formulate the plan using a step-by-step method statement of how the lift will be done.
- ▶ Thoroughly risk assess each step of the plan using an approved JSA.
- ▶ Have authorization to conduct the lifting operation.
- ▶ Equipment shall be pre-use inspected to verify safety devices are operational, the equipment is in an acceptable condition and certified, and that it is appropriate to the planned lifting operation.
- ▶ Supervision by qualified personnel shall be required.
- ▶ Stop the job if something changes, such as a departure from the plan.

## COMMON HAZARDS

### KINETIC ENERGY

- Uncontrolled movement of loads and booms

### ELECTRICAL ENERGY

- Power lines

### HAZARDOUS SUBSTANCES

- Chemicals
- Poisons
- Toxic materials

### NATURAL HAZARDS

- Wind
- Lightning

## LIFTING AND HOISTING RULE REFERENCE

EP-EHS-STD-01014 *Or refer to asset procedure.*

RULE 3

# Working at Heights



*Personal fall protection equipment shall be worn when working 6 feet (1.8 meters) or higher above ground.*





## MINIMUM REQUIREMENTS

- ▶ Conduct a JSA prior to commencing work.
- ▶ Only use elevated platforms that are equipped with guards, handrails and toe boards.
- ▶ Wear a personal fall arrest system consisting of a full body harness, shock absorber and synthetic lanyard.
- ▶ Conduct a visual inspection of the fall arrest system prior to each use and remove any damaged equipment from service.
- ▶ Anchor all fall arrest systems to a point capable of withstanding a 5000 pound (2275 kilogram) load.
- ▶ Ensure all tools used at heights are secure from free fall.

## COMMON HAZARDS

### KINETIC ENERGY

- Moving/rotating parts
- Fall potential
- Dropped object
- Moving equipment

### BIO-MECHANICAL ENERGY

- Poor body position
- Awkward posture
- Static body position

### ELECTRICAL ENERGY

- Powered equipment
- Power lines
- Static build-up

### NATURAL HAZARDS

- Wind
- Lightning
- Rain
- Snow

### PSYCHO-SOCIAL HAZARDS

- Fear of heights

## WORKING AT HEIGHTS RULE REFERENCE

EP-EHS-STD-01034 *Or refer to asset procedure.*

RULE 4

# Confined Space Entry



*Confined spaces shall not be entered unless authorized by written permit.*





## MINIMUM REQUIREMENTS

- ▶ Evaluate alternative methods of work which would not require personnel entry.
- ▶ Obtain a work permit prior to entering any confined space.
- ▶ Conduct a JSA prior to commencing work.
- ▶ Confirm energy sources have been properly isolated.
- ▶ Assure those involved are authorized, trained and competent.
- ▶ Designate a standby person to control entrance/exit and notify others in an emergency.
- ▶ Verify an effective rescue plan is in place.
- ▶ Conduct initial and periodic atmospheric testing before and during entry.

## COMMON HAZARDS

### HAZARDOUS SUBSTANCES

- Chemicals
- Flammable gases/liquids
- Dusts/fibers
- Metallic fumes
- Toxic materials
- Inert atmosphere (low oxygen)

### BIO-MECHANICAL ENERGY

- Poor body position
- Awkward posture
- Static body position

### RADIATION SOURCES

- Hot/cold temperatures
- Noise
- Naturally occurring radioactive material

### PSYCHO-SOCIAL HAZARDS

- Claustrophobia

### KINETIC ENERGY

- High-pressure gases/liquids

## CONFINED SPACE ENTRY RULE REFERENCE

EP-EHS-STD-01033 *Or refer to asset procedure.*

RULE 5

# Hot Work

*A written work permit is required for all hot work outside of designated safe areas.*



## MINIMUM REQUIREMENTS

- ▶ Conduct a JSA prior to commencing hot work.
- ▶ Obtain a work permit prior to commencing hot work.
- ▶ Conduct flammable gas testing where known or suspected explosive atmosphere may be present.
- ▶ Keep combustibles a minimum of 35 feet (10.6 meters) away (minimum) from work area and/or protect materials and floor openings from slag, sparks and other ignition sources.
- ▶ Have fire extinguishing equipment available and ready for use.
- ▶ Assign a fire watch to monitor the hot work and remain in place for 30 minutes after completion.
- ▶ Assure those involved are authorized, trained, and competent.
- ▶ Periodically monitor hot work for effectiveness.

## COMMON HAZARDS

### HAZARDOUS SUBSTANCES

- Chemicals
- Flammable gases/liquids
- Metallic fumes
- Toxic materials

### KINETIC ENERGY

- High-pressure gases/liquids

### RADIATION SOURCES

- Contact with heat sources
- Naturally occurring radioactive material

## HOT WORK RULE REFERENCE

- EP-EHS-STD-01033 Confined Space Entry *Or refer to asset procedure.*
- EP-EHS-STD-01038 Permit to Work *Or refer to asset procedure.*
- EP-EHS-STD-01012 Vehicle Entry *Or refer to asset procedure.*

RULE 6

# Excavation and Trenching

*All excavation and trenching work greater than 4 feet (1.2 meters) deep requires written approval.*



## MINIMUM REQUIREMENTS

- ▶ Conduct a JSA prior to commencing excavation or trenching.
- ▶ Obtain work permit prior to performing such work.
- ▶ Locate (“One Call” or “811”), identify/mark underground pipelines/cables and isolate the energy source.
- ▶ Prevent contact with overhead power lines (e.g. signs, barriers, spotter).
- ▶ Provide safe personnel access into, and out of the excavation or trench.
- ▶ “Competent Person” and workers shall monitor soil conditions and sloping/shoring used to prevent collapse.
- ▶ Assure those involved are authorized, trained and competent.

## COMMON HAZARDS

### NATURAL HAZARDS

- Wind
- Rain
- Light-ning
- Snow

### ELECTRICAL ENERGY

- Power lines

### BIO-MECHANICAL ENERGY

- Poor body position

### HAZARDOUS SUBSTANCES

- Flammable gases/liquids
- Chemicals
- Toxic materials
- Inert atmosphere (low oxygen)
- Hazardous waste

### KINETIC ENERGY

- Cave-ins
- Drops potential
- Fall potential
- Moving equipment
- High-pressure gases/liquids

## EXCAVATION & TRENCHING RULE REFERENCE

EP-EHS-STD-01035 *Or refer to asset procedure.*



RULE 7

# Land Transportation



*Identify all driving threats associated with motor vehicle activity prior to putting motor vehicle in motion.*



## MINIMUM REQUIREMENTS

- ▶ Be up to Date on Pro-Active Drivers Training.
- ▶ Challenge the trip.
- ▶ Identify and evaluate the risk before taking alternate transportation.
- ▶ Conduct a hazards analysis prior to driving.
- ▶ Comply with local journey management procedure.
- ▶ All occupants shall wear 3-point seat belts when vehicle is in motion.
- ▶ Eliminate distractions: Drivers shall not use cell phones or other network-enabled devices, in hand-held or hands-free mode, while the vehicle is in any other gear except park.

## COMMON HAZARDS

### KINETIC ENERGY

- Moving equipment

### PSYCHO-SOCIAL HAZARDS

- Motivations and attitudes
- Deliberate intentions

### NATURAL HAZARDS

- Weather
- Lighting Conditions

## LAND TRANSPORTATION RULE REFERENCE

EP-EHS-STD-01017 *Or refer to asset procedure.*

RULE 8

# Safety System Bypass



*Authorization shall be attained before bypassing safety systems.*





## MINIMUM REQUIREMENTS

### ▶ Attain authorization prior to bypass of safety systems.

#### Safety Systems include:

- Fire Protection Systems
  - Deluge system including Firewater
- Emergency Access and Egress systems
  - Escape Routes
    - Lifeboats
- Emergency Shutdown Systems
  - Emergency Shut Down Valves
  - Pressure Safety Shutdown Devices
  - Flare and Cap Relief Systems
- Fire and Gas Detection
  - Gas Detector
- Emergency Power Generation Systems
  - Emergency Generator
  - UPS

### ▶ Recognize hazards and maintain controls defined during the safety system bypass.

### ▶ Log all safety system bypasses.

## COMMON HAZARDS

### HAZARDOUS SUBSTANCES

- Flammable gases and liquids
- Toxic materials
- Chemicals

### KINETIC ENERGY

- High-pressure gases/liquids
- Moving equipment/parts

### ELECTRICAL ENERGY

- Powered equipment
- Power lines
- Static build-up

## SAFETY BYPASS RULE REFERENCE

EP-EHS-STD-01027 *Or refer to asset procedure.*

RULE 9

# Dropped Object Prevention



*Appropriate precautions shall be taken in every task to identify, eliminate or control potential dropped objects.*



## MINIMUM REQUIREMENTS

- ▶ Verify that all tools, equipment, loads and materials are secured from falling and remove all items from the worksite on completion.
- ▶ Identify, eliminate and/or manage dynamic forces that can lead to collisions, snagging, etc.
- ▶ Remove all loose and unnecessary items, particularly during lifting.
- ▶ Enforce the Red Zone / Drop Zone policy and verify all tasks in these zones are planned.
- ▶ Routinely inspect all fixtures and fittings on equipment and structures, particularly where vibration is present.

## COMMON HAZARDS

### KINETIC ENERGY

- Uncontrolled movement of loads
- Moving and Rotating Equipment
- Suspended Equipment
- Ground Disturbance
- Air Displacement (down-drafts, etc.)

### NATURAL HAZARDS

- Wind
- Earthquake
- Ice/snow
- Sea Swell

### BIO-MECHANICAL ENERGY

- Incorrect lifting techniques
- Force applied on tools
- Pushing/snagging

### RADIATION SOURCES

- Hot/cold effects on equipment and personnel

## DROPPED OBJECT PREVENTION RULE REFERENCE

EP-EHS-STD-01024 *Or refer to asset procedure.*

## APPROVALS

NAME	TITLE	ROLE	SIGNATURE	DATE
Greg Hill	President & Chief Operating Officer	Approver	<i>GH Hill</i>	10-16-19
Mike Turner	Senior Vice President, Production	Reviewer	<i>MT Turner</i>	10-14-19
Richard Lynch	Senior Vice President, Technology & Services	Reviewer	<i>RL Lynch</i>	14 Oct 2019
Alex Sagebien	Vice President, EHS	Reviewer	<i>AS Sagebien</i>	Oct-14-19
Brandon Herda	Manager, Occupational Safety and Health	Originator	<i>B Herda</i>	10-14-19

## HESS OPERATIONAL MANAGEMENT SYSTEM

Our company's purpose is to be the world's most trusted energy partner. The Hess Operational Management System (HOMS) aligns with the Operational Excellence pillar of the House of Hess and leverages the Technical Authority (TA) structure. Its goal is to enable us to systematically manage the risks associated with process safety, occupational safety and health and the environment; deliver reliable operations; and continually improve by applying Lean principles.

Throughout this booklet, each Rule has a reference to the global standard(s) for that Rule. Each Hess-operated asset shall have their own operational procedure pertaining to that standard. Facilities operated by contractors, such as a drilling rig, shall have standards and procedures that meet or exceed these Rules.

