



Drilling Department

Minutes of Meeting


<b>Subject:</b> Drilling Operations Incident Review Committee (DOIRC) Meeting # 29	
<b>Date of Meeting:</b> 23/11/2011	<b>Time:</b> 09:00 hrs
<b>Venue:</b> Giwana Ball room, Ramada Hotel - Doha	
<b>To:</b> All Attendees	
<b>Date of Issue:</b> 19/12/2011	
<b>Ref. :</b> DR/E-461/2011	<b>Pages:</b> 3 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><b><u>Welcome address by Operations Manager Drilling:</u></b></p> <p>The Chairman and Operations Manager Drilling - QP (Mr. Talib A. Al-Murri) welcomed all attendees. He extolled the turn out of participants and said it was a demonstration of their exemplary commitment to HSE management and therefore urged all to keep it up. Furthermore, he stated that the key objectives of DOIRC meeting were: improvement on HSE performance by making a difference in learning from incidents; exchange experiences through support for a practicable peer review process and promote lateral learning.</p> <p>In addition, he cited Qatar Shell achievement of signing up to new project with Qatar Petroleum and hoped that Qatar Shell will deliver on promise as usual. Finally, he enjoined all to keep up the good work.</p>	Info
2	<p><b><u>Previous Minutes Review</u></b></p> <p>The action items of the previous minutes of meeting were discussed. The action item raised on Dropped Object campaign drive is now completed. Qatar Shell sponsored Dropped Object Prevention Training and Awareness conducted on 19th May `11. A similar event is planned for 28<sup>th</sup> November 2011 by GDI.</p>	Info
3	<p><b><u>DOIRC Members HSE Statistics and Highlights</u></b></p> <p>Members presented their HSE statistics and highlights achieved in Q2 – Q3 2011YTD.</p>	Info
4	<p><b><u>Presentations</u></b></p> <p>The details of the incidents/ HSE initiatives are in the presentation slides attached,</p>	

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	<p>while the highlights are as follow:</p> <p><b>1. Ras-Gas Incident:</b> Two incidents classified as First Aid Case (FAC) and Restricted Workday Case (RWC).</p> <p><b>2. Maersk Oil Incidents:</b> A Lost Time Injury (LTI) incident involving a floor-man who fell through an opening to the cellar deck (about 4 meters).</p> <p><b>3. Qatar Shell Well Delivery incidents:</b> 6 (six) incidents classified as Near misses.</p> <p><b>4. Gulf Drilling International Incidents:</b> A LTI incident involving a Crane Operator who slipped and fell to the ground while climbing onto the engine compartment.</p> <p><b>5. Al Shaheen Weatherford Incident:</b> A LTI involving a welder who was cutting a lid of unidentified drum containing fluids.</p> <p><b>6. Noble Drilling Incidents:</b> A LTI incident occurred while the IP was attempting to wrap the tag line around the handrail to help control the riser</p> <p><b><u>Knowledge Sharing</u></b></p> <p><b>1. Qatar Shell Knowledge Sharing:</b> Qatar Shell shared their experiences in process safety management, narrating that it is a step change to safety management involving an integration of factors such as technical standards and procedures; competent staff &amp; contractors and rigorous drills; equipment testing and certification; safety case management of major hazards; human behaviors and culture etc to achieving a zero incident.</p> <p><b>2. GDI (knowledge Sharing)</b> A presentation on key HSE initiatives was delivered. The presenter stated that the initiatives helped GDI to maintain a high HSE performance records during the Year 2011. Some of the initiatives include:  <ul style="list-style-type: none"> <li>- Generating safety lesson: STOP cards were evaluated; the Hi-Po incidents identified and lessons learned shared across the rig crews.</li> <li>- Introducing a Push / Pull Pole</li> <li>- Enhancing finger protection by providing "KONG" gloves) to all rig hands.</li> </ul> </p>	Info
5	<p><b><u>Action Items</u></b> The company representatives to cascade HSE alerts and flashes to QP for further circulation to members (Operators and Contractors) and GCC countries as well.</p>	All

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6	<p><b><u>Any Other Business (A.O.B)</u></b></p> <p><b>Common issues – Concerns and Focus Area:</b></p> <ul style="list-style-type: none"> <li>• <b><i>Non-adherence to procedure (e.g. Management of Change)</i></b> – ensuring that changes to process are thoroughly evaluated to fully assess their impact on employees safety and health and to determine need for changes to operating procedures.</li> <li>• <b><i>Poor Job Safety Analysis/Risk Assessment</i></b> – ensuring that suitable and sufficient risk assessment is always produced before starting any significant work on the system or associated equipment</li> <li>• <b><i>Ineffective implementation of PTW</i></b> - ensuring concerned parties adhere to the safe systems of work described on the Permit-To-Work (PTW).</li> <li>• <b><i>Improper maintenance</i></b> - ensuring that risk based maintenance system and effective preventative maintenance program are put in place.</li> <li>• <b><i>Drops and falls from height incidents</i></b> - promote an aggressive awareness campaign drive to effectively communicate preventive measures.</li> </ul> <p>It was agreed that participating organisations should strive to improve on these common areas of concern as required.</p>	All
7	<p><b><u>Wrap up</u></b></p> <p>The Operations Manager (Drilling) thanked all for their meaningful contributions and fruitful deliberations and called on participants to utilize the learning from recent incidents. Summarily, he said there is much to be gained from by further collaborative action across the oil and gas sectors in Qatar and hoped that the success of the day will be translated in our workplaces. Finally he thanked Baker Hughes for sponsoring the forum.</p>	Info
	<p><b><i>The presentations, HSE statistics &amp; highlights and minutes of meeting will be published in QP Internet website.</i></b></p> <div style="text-align: center;">  <p><b>Talib A. Al-Murri</b> Operations Manager Drilling</p> </div> <p><i>2/11/11</i></p> <p><u>Attachments as published in QP Website:</u></p> <ol style="list-style-type: none"> <li>I. List of Attendees</li> <li>II. Statistics and Highlights</li> <li>III. Presentations.</li> </ol> <p>Reporter: Godsent Omah (QP Drilling)</p>	