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7012 0470 0002 2892 4743

U.S. Postal Service™
CERTIFIED MAIL™ RECEIPT
 (Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com®

OFFICIAL USE

Postage	\$
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$

Citations
4/25/2019
 Postmark
 Here
Delivered
4/29/19

Hilcorp Alaska, LLC
3800 Centerpoint Dr.
Anchorage, AK 99503
Inspection #1365178

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

COMPLETE THIS SECTION ON DELIVERY

- Agent
 Addressee
 Date of Delivery
4/29

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

Hilcorp Alaska, LLC
3800 Centerpoint Dr.
Anchorage, AK 99503
Inspection #1365178

APR 30 2019

Occupational Safety and Health

- Priority Mail Express™
 Return Receipt for Merchandise
 Collect on Delivery
 Delivery? (Extra Fee) Yes

2. Article Number
 (Transfer from service label)

7012 0470 0002 2892 4743



Hilcorp Alaska LLC

P.O. Box 61529
HOUSTON TX 77208-1529

Owner: 1083380 Check Date: 05/28/2019 Check Number:

Invoice #	Inv. Date	Description	Amount	Discount	Net Amount
1365178	4/25/2019	AKOSH INSPECTION NUMBER 1365178	\$25,868.00	\$0.00	\$25,868.00

schedule ID# 824831
payment report # 510977

JUN 01 2019

Occupational Safety and Health

PLEASE DETACH AT PERFORATION BELOW

PLEASE DETACH AT PERFORATION BELOW

THIS CHECK IS PRINTED ON CHEMICALLY REACTIVE PAPER THAT HAS VISIBLE FIBERS AND A WATERMARK - HOLD TO LIGHT TO VIEW



Hilcorp Alaska LLC
P.O. Box 61529
HOUSTON TX 77208-1529

AMEGY BANK

26-1058
1131

Void After 90 Days

Check No	Check Date	Check Amount
0082071912	5/28/2019	*****\$25,868.00

PAY *Twenty-Five Thousand Eight Hundred Sixty-Eight Dollars and Zero Cents*

TO
THE
ORDER
OF

STATE OF ALASKA
OCCUPATIONAL SAFETY AND HEALTH
1251 MULDON ROAD, SUITE 109
ANCHORAGE AK 99504



Authorized Signature



Alaska Department of Labor and Workforce Development

Occupational Safety and Health
1251 Muldoon Road
Suite 109
Anchorage, AK 99504
Phone: (907) 269-4940 Fax: (907) 269-4950



**INVOICE/
DEBT COLLECTION NOTICE**

Company Name: Hilcorp Alaska, LLC
Inspection Site: 1000 Milne Point Prudhoe Bay, AK 99734
Issuance Date: 04/25/2019

Summary of Penalties for Inspection Number: 1365178

Citation 1 Item 1, Serious	\$12934.00
Citation 1 Item 2, Serious	\$12934.00
TOTAL PROPOSED PENALTIES:	\$25868.00

To avoid additional charges, please remit payment promptly for the total amount of the uncontested penalties summarized above. Make your check or money order payable to: **"State of Alaska"**. Please send the remittance to the address listed above and indicate AKOSH's Inspection Number (indicated above) on the remittance. Return this form along with your remittance.

AKOSH does not agree to any restrictions or conditions or endorsements put on any check or money order for less than full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

Delinquent Charges A debt is considered delinquent if it has not been paid within one month (30 calendar days) of the penalty due date or if a satisfactory payment arrangement has not been made. If the debt remains delinquent for more than 90 calendar days, the amount due will be turned over to the current state contracted collection agency for collection nationwide.

Administrative Costs Agencies of the Department of Labor are required to assess additional charges for the recovery of delinquent debts. These additional charges are administrative costs incurred by the Agency in its attempt to collect an unpaid debt. Administrative costs will be assessed for demand letters sent in an attempt to collect the unpaid debt.



Ronald Larsen
Assistant Chief of Enforcement, AKOSH

4/25/2019

Date



Citations and Notification of Penalty

To:
Hilcorp Alaska, LLC
and its successors
3800 Centerpoint Dr., Suite 100
Anchorage, AK 99503

Inspection Number: 1365178
Inspection Date(s): 12/07/2018-04/09/2019
Issuance Date: 04/25/2019

Inspection Site:
1000 Milne Point
Prudhoe Bay, AK 99734

The violation(s) described in this Citation and Notification of Penalty is (are) alleged to have occurred on or about the day(s) the inspection was made unless otherwise indicated within the description given below.

This Citation and Notification of Penalty (this Citation) describes alleged violations of the Alaska's occupational safety and health laws (AS 18.60.010 - AS 18.60.105) and adopted standards under the Occupational Safety and Health Act of 1970. Each alleged violation has a designated penalty outlined in the citation. Please refer to the enclosed form – *Employer Responsibilities Following an AKOSH Inspection* for additional details.

Hazards Correction/Abatement – Each alleged violation must be abated immediately to reduce the risk of an accident. You must provide proof (photos, statements, receipts, work orders, sampling results, etc.) to demonstrate that the alleged violations have been abated by the dates listed in the citation. If you file a formal notice of contest, you are not required to provide proof of abatement, but you are nevertheless required to correct hazardous conditions and provide a workplace that is free from recognized hazards.

Posting - The law (AS 18.60.091 (b)) requires that a copy of this Citation and Notification of Penalty be posted immediately in a prominent place at or near the location of the alleged violation(s). Posting is required until the alleged violations have been abated or for five working days (excluding weekends and state holidays), whichever is longer. If it is not practical to post at the worksite, due to the nature of the employer's operations, it should be posted where it can be seen by all affected employees.

Informal Conference - You may request an informal conference to discuss the alleged violations, abatement issues and associated penalties. During the informal conference you may present any evidence or views which you believe would support an adjustment to the citation(s) and/or penalty(ies). **Should you decide that you want to request an informal conference, you must submit a written request. This request must be received by AKOSH (either by mail or fax at (907) 269-4950) during the contest period.** This period extends 15 working days from the date of your receipt of this Citation.

If you are considering a request for an informal conference to discuss any issues related to this Citation and Notification of Penalty, **you make the request immediately. If you wait too long, there may not be enough time to conduct the informal conference prior to the expiration of the 15 working day contest period.** (See “Right to Contest” below.)

If you decide to request an informal conference, you must complete and post the attached *Notice to Employees of Informal Conference* next to the Citation and Notification of Penalty as soon as the time, date, and place of the informal conference have been determined. Be sure to bring to the conference any and all supporting documentation of existing conditions as well as any abatement steps taken thus far. If conditions warrant, it may be possible to enter into an informal settlement agreement to resolve this matter without litigation or contest.

Right to Contest - You have the right to formally contest this Citation and Notification of Penalty. You may contest all citation items or only individual items. You may also contest proposed penalties and/or abatement dates without contesting the underlying violations. **By law, an employer has only 15 working days (excluding weekends and state holidays) from the date citations were received to file a written notice of contest. Failure to meet this deadline will result in the alleged violations and penalties becoming a final order that is not subject to review by any court (see AS 18.60.093(a)).**

Penalty Payment – Penalties are due within 30 calendar days of receipt of this notification, unless informally settled under alternate terms or formally contested. Make your check or money order payable to “State of Alaska”. Please indicate the AKOSH Inspection Number on the check.

AKOSH does not agree to any restrictions or conditions or endorsements put on any check or money order for less than the full amount due, and will cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

Employer Discrimination Unlawful – The law prohibits discrimination by an employer against an employee for filing a complaint or for exercising any rights under AS 18.60.010 – AS 18.60.105 or the OSH Act of 1970. An employee who believes that he/she has been discriminated against may file a complaint within 30 days after the discrimination occurred.

Notice to Employees - The law gives an employee or his/her representative the opportunity to object to any abatement date set for a violation if he/she believes the date to be unreasonable. The contest must be mailed to the Alaska Department of Labor Office at the address shown above and postmarked within 15 working days (excluding weekends and State holidays) of the receipt by the employer of this Citation and Notification of Penalty.

**Alaska Department of Labor and
Workforce Development**

Occupational Safety and Health

1251 Muldoon Road

Suite 109

Anchorage, AK 99504

Phone: (907) 269-4940 Fax: (907) 269-4950



NOTICE TO EMPLOYEES OF INFORMAL CONFERENCE

An informal conference has been scheduled with AKOSH to discuss the Citation(s) issued on 04/25/2019. The conference will be held at the AKOSH office located at 1251 Muldoon Road, Suite 109 Anchorage, AK 99504 on _____ at _____.

Employees and/or representatives of employees have a right to attend an informal conference.



Citation and Notification of Penalty

Company Name: Hilcorp Alaska, LLC
Inspection Site: 1000 Milne Point Prudhoe Bay, AK 99734

Citation 1 Item 1 Type of Violation: **Serious**

29 CFR 1910.181(i)(4)(ii):

181 Derricks

(i) Handling the load

(4) Holding the load

(ii) People should not be permitted to stand or pass under a load on the hook.

Example: Employees are exposed to struck by/caught between hazards as a result of the employer's failure to ensure that employees do not walk or work under suspended loads while on the drill rig. On 12/7/2018, while removing pipe from the ground, an employee was fatality injured when he walked under a suspended load and was struck on the back of the head when the load was accidentally released.

Date by Which Violation Must Be Abated:	May 21, 2019
Proposed Penalty:	\$12934.00

Citation 1 Item 2 Type of Violation: **Serious**

29 CFR 1910.1030(d)(4)(ii)(A):

1030 Bloodborne pathogens.

(d) Methods of Compliance

(4) Housekeeping

(ii) All equipment and environmental and working surfaces shall be cleaned and decontaminated after contact with blood or other potentially infectious materials.

(A) Contaminated work surfaces shall be decontaminated with an appropriate disinfectant after completion of procedures; immediately or as soon as feasible when surfaces are overtly contaminated or after any spill of



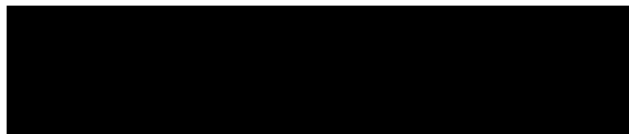
Citation and Notification of Penalty

Company Name: Hilcorp Alaska, LLC
Inspection Site: 1000 Milne Point Prudhoe Bay, AK 99734

blood or other potentially infectious materials; and at the end of the work shift if the surface may have become contaminated since the last cleaning.

EXAMPLE: Employees are exposed to bloodborne pathogen health hazards due to the employers failure to have the contaminated working surface properly cleaned and decontaminated after contact with blood. On 12/18/18 the employer provided a video recording of the incident that occurred on 12/7/18 when an employee was fatality injured after being struck on the head by a drill pipe. After the injured employee was removed from the rig floor, employees were instructed by a supervisor to wipe up the blood with rags and rinse the floor off with water from a hose. This was observed on the video recording the employer provided, approximate time from 03:16:00 to 03:20:00.

<u>Date by Which Violation Must Be Abated:</u>	<u>May 21, 2019</u>
<u>Proposed Penalty:</u>	<u>\$12934.00</u>



Ronald Larsen
Assistant Chief of Enforcement, AKOSH

Alaska Department of Labor and Workforce Development

Occupational Safety and Health

1251 Muldoon Road

Suite 109

Anchorage, AK 99504

Phone: (907) 269-4940 Fax: (907) 269-4950



NOTICE OF CORRECTION

Inspection Number: 1365178

Date Issued: 04/25/2019

EMPLOYER: Hilcorp Alaska, LLC

The "ALLEGED VIOLATIONS" and the abatement dates are listed on this form in the same manner as they were on the Citation. This form is designed to help you explain how the alleged violations were corrected. Failure to correct a violation by the required date carries a penalty of up to \$7,000 for each day the violation is not abated.

In order to complete this form, **you must provide an explanation of the method used to abate the violation**, fill in the date the condition was corrected and sign/initial the appropriate block. **For those citations marked with a "Y" under the heading of "Documentation Required", you must attach documentation of the method used to correct the violation.** Such documentation can be in the form of photographs and/or diagrams; an appropriate narrative of how the violation was corrected; or a written order for a part, service, or action that resulted in the correction of the violation. Please identify by violation, the attached documentation submitted as proof of correction. If insufficient documentation is provided, a representative of the Department will contact you and it may result in a follow-up inspection to verify correction of the violation(s). This form (including documentation of abatement) needs to be completed and mailed or faxed to the above address within 10 days of the last abatement date listed.

Completion of this form does not preclude the department from conducting subsequent inspections to verify that abatement has taken place. However, by providing clear explanations of the steps taken to abate a violation and documentation that the violation has been abated, your chances of receiving a follow-up inspection are reduced. Your cooperation is appreciated.

Citation # / Item	Abatement Date	Documentation Required	Correction Date	Signature
1-1	May 21, 2019	Yes		
1-2	May 21, 2019	Yes		

You must sign off on each individual alleged violation and provide documentation of how each alleged violation was corrected.

I Carl A. Jones hereby certify under penalty of perjury that the above cited violation(s) were abated by the date(s) specified.

5/20/2019
Date


Signature

Safety Advisor
Title

Hilcorp Alaska, LLC

Post Office Box 244027
Anchorage, AK 99524-4027

3800 Centerpoint Drive
Suite 100
Anchorage, AK 99503

Phone: 907/777-8300
Fax: 907/777.-8301



Facsimile Message

May 20, 2019

TO: ATTN: Mr. Ronald Larsen, Asst. Chief of Enforcement

COMPANY: Alaska Occupational Safety and Health

FAX NUMBER: 907-269-4950

TOTAL PAGES: 57

FROM: Carl A. Jones (2752), 2940 Devin Circle, Anchorage, AK 99516;
Cell: 907-346-0269; Wk: 907-777-8327

Message:

Please find attached Notice of Correction for Inspection Number 1365178 along with supporting documentation.

is privileged, confidential and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone at 907-777-8300. Thank you.

Attachment 1

Florida Department of Labor and
Workforce Development
Department of Safety and Health
3901 University Blvd.
Tallahassee, FL 32310
Phone: (904) 249-0000



INVOICE / DUPLICATE NOTICE

Invoice Number: 2024-0001
Invoice Date: 01/15/2024
Invoice Total: \$1,200.00

Invoice Description: [Redacted]

Invoice Due Date: 02/15/2024
Invoice Status: [Redacted]

To: [Redacted]

From: [Redacted]

Payment Information: [Redacted]

Additional Information: [Redacted]

Terms and Conditions: [Redacted]

Contact Information: [Redacted]

Florida Department of Labor and
Workforce Development
Department of Safety and Health

Invoice Number: 2024-0002
Invoice Date: 01/15/2024
Invoice Total: \$1,200.00



Invoice and Notification of Penalty

Invoice Number: 2024-0002
Invoice Date: 01/15/2024
Invoice Total: \$1,200.00

Invoice Description: [Redacted]

Invoice Due Date: 02/15/2024

Invoice Status: [Redacted]

Invoice Total: \$1,200.00

Invoice Due Date: 02/15/2024

Payment Information: [Redacted]

Additional Information: [Redacted]

Contact Information: [Redacted]

Invoice Description: [Redacted]

Invoice Due Date: 02/15/2024

Invoice Status: [Redacted]

Invoice Total: \$1,200.00

Invoice Due Date: 02/15/2024

Payment Information: [Redacted]

Additional Information: [Redacted]

Contact Information: [Redacted]

Wildfire Safety and Fire Prevention Training for Building Owners

Wildfire Safety and Fire Prevention Training for Building Owners

Wildfire Safety and Fire Prevention Training for Building Owners

Wildfire Safety and Fire Prevention Training for Building Owners

Wildfire Safety and Fire Prevention Training for Building Owners

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Wildfire Safety and Fire Prevention Training for Building Owners

Wildfire Safety and Fire Prevention Training for Building Owners

Attachment 1

State Department of Labor and
Workforce Development
Division of Unemployment Services
100 North Capitol Street
Tallahassee, FL 32304
Phone: 904-201-2000



State Department of Labor and
Workforce Development
Division of Unemployment Services
100 North Capitol Street
Tallahassee, FL 32304
Phone: 904-201-2000



Notice and Termination of Benefits

Effective Date: 01/01/2014
Applicant Name: [REDACTED]

**INVOICE
DEBT COLLECTION NOTICE**

Invoice Number: 10000000000000000000
Invoice Date: 01/01/2014
Invoice Period: 01/01/2014 - 01/01/2014
Invoice Amount: \$0.00
Due Date: 01/01/2014

The undersigned hereby certifies that the information contained herein is true and correct to the best of my knowledge and belief, and that I am duly qualified to make such a statement.

Signature: [REDACTED]
Title: [REDACTED]

Signature: [REDACTED]
Title: [REDACTED]

Signature: [REDACTED]
Title: [REDACTED]

Comments: [REDACTED]

Printed Name: [REDACTED]
Title: [REDACTED]

Signature: [REDACTED]
Title: [REDACTED]

Signature: [REDACTED]
Title: [REDACTED]

Alaska Department of Labor and Workforce Development
Occupational Safety and Health
1231 Middleton Road
State 109
Anchorage, AK 99504
Phone: (907) 261-4943 Fax: (907) 263-4180



Alaska Department of Labor and Workforce Development
Occupational Safety and Health

Inspection Number: 1355173
Inspection Date: 12/07/2014 04:08:2014
Inspection Date: 04/25/2015



Citation and Notification of Penalty

Company Name: Brierley Alaska, LLC
Inspection Site: 1000 Marina Pointe Road, Anchorage, AK 99514

**INVOICE/
DEBT COLLECTION NOTICE**

Company Name: Brierley Alaska, LLC
Inspection Site: 1000 Marina Pointe Road, Anchorage, AK 99514
Inspection Date: 04/25/2015

Summary of Penalties for Inspection Number: 1355173

Citation 1 Item 1, Section	\$12084.00
Citation 1 Item 2, Section	\$12084.00
TOTAL PROPOSED PENALTIES	\$24168.00

To avoid additional charges, please remit payment promptly for the full amount of the uncorrected penalties summarized above. Make your check or money order payable to "State of Alaska". Please send the remittance to the address listed above and include AKOSH's inspection number (indicated above) on the remittance. Return this form along with your remittance.

AKOSH does not agree to any requirement, restrictive or endorsement put on any check or money order for less than full amount due, and will not cash the check or money order as if these restrictions, conditions, or endorsements do not exist.

Delinquent Charges A debt is considered delinquent if it has not been paid within one month (30 calendar days) of the penalty due date or if a satisfactory payment arrangement has not been made. If the debt remains delinquent for more than 90 calendar days, the amount due will be turned over to the current state contracted collection agency for collection nationwide.

Administrative Costs: Agency of the Department of Labor was required to incur additional costs for the recovery of delinquent debts. These additional charges are administrative costs incurred by the Agency in its attempt to collect an unpaid debt. Administrative costs will be charged for delinquent items sent in an attempt to collect the unpaid debt.

Ronald Larson
Assistant Chief of Enforcement, AKOSH

4/25/2015
Date

Citation Item 1 Type of Violation: Serious

29 CFR 1910.181(g)(5)(ii)

(i) Devices

(ii) Handling the load

(iii) Hoisting the load

(iv) People should not be permitted to stand or pass under a load on the job.

Example: Employees are exposed to struck by/caught between hazards as a result of the employer's failure to ensure that employees do not walk or work under suspended loads while on the drill rig. On 12/7/2014, while removing pipe from the ground, an employee was fatally injured when he worked under a suspended load and was struck on the back of the head when the load was suddenly released.

**Date by Which Violation Must Be Abated/
Proposed Penalty:**

May 21, 2015
\$12084.00

Citation Item 2 Type of Violation: Serious

29 CFR 1910.1000(d)(9)(ii)(A)

(i) Blood borne pathogens

(ii) Methods of Compliance

(iii) Housekeeping

(iv) All equipment and environmental and working surfaces shall be cleaned and decontaminated after contact with blood or other potentially infectious materials.

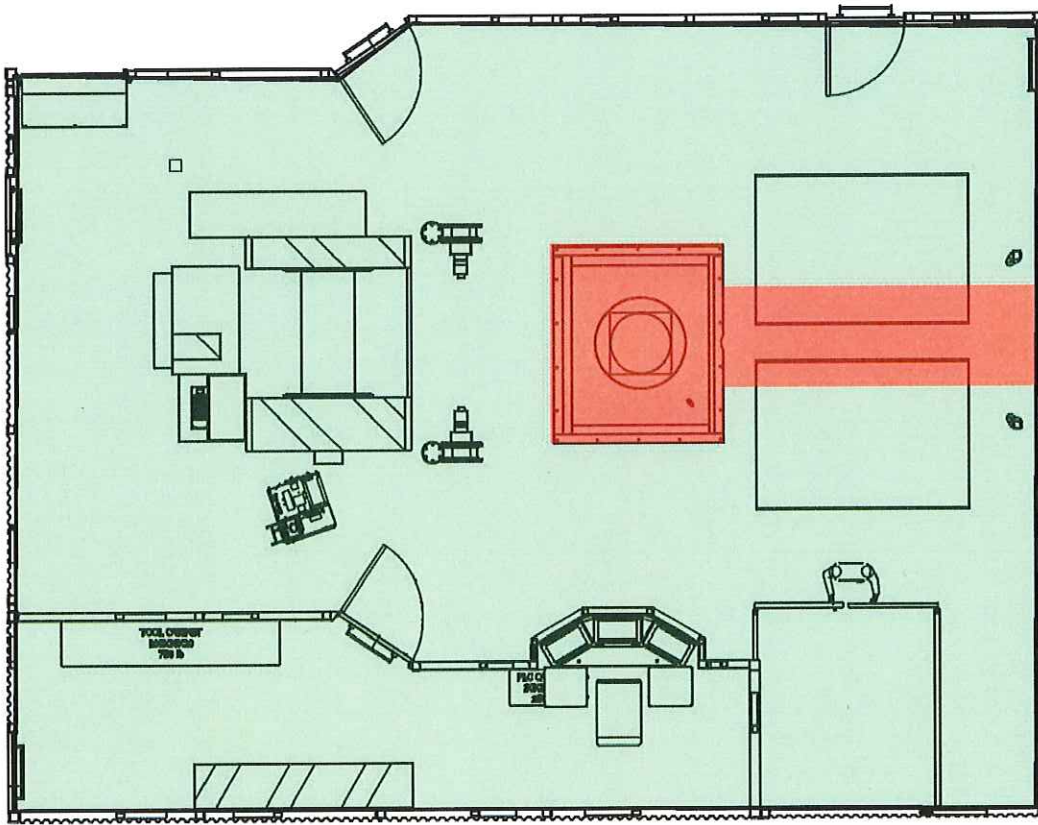
(v) Contaminated work surfaces shall be decontaminated with an appropriate disinfectant after completion of procedures, immediately or as soon as feasible when surfaces are visibly contaminated to alter any spill of

Attachment 5

Innovation Rig Floor

Safe Working / Restricted Work Area While Top Drive Is In Motion

Drive Is In Motion



Safe Working Area
While Top Drive Is In Motion

Restricted Work Area
While Top Drive Is In Motion



List of tasks **NOT TO DO** while Top Drive Is In Motion

- No doping pin on Top Drive;
- Do Not access Derrick Ladder;
- Do NOT let tongs “Ride The Pipe”;
- No marking the Stump for bad hard band; When POOH wet, if crew is not done cleaning stump of mud. Top Drill is to be STOPPED +/- 20’ above until all hands are clear;
- Hand Slips will NOT ride the Pipe;
- No use of Tugger when pipe is rotating;
- Man Rider Use is Prohibited;
- Do NOT use “fill up line” to fill pipe while running casing

If any other task is identified that would put an individual at risk, notify Toolpusher immediately .

12/17/2018

A **Alaska**
S **Safety**
H **Handbook**

2
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1
8

2018

ConocoPhillips Alaska, Inc.
Armstrong Energy
BP Exploration (Alaska) Inc.
Brooks Range Petroleum
Caelus Energy Alaska
Eni US Operating Co. Inc.
ExxonMobil
Hilcorp Alaska



Attachment 6

Lifesaving Rules

The following lifesaving rules are designed for the oil and gas industry to mitigate risk and prevent injury. These are clear, simple, and consistent communication regarding risk in the workplace and the proper barriers and safeguards to protect workers.

The applicable sections of this handbook are listed in black text beneath each rule.

Lifesaving Rules For Oil And Gas Operations

PERMIT TO WORK



Obtain a valid work permit when required.

Safety Standards, Permits, Requests
Unit Work Standard
Hot Work Standard
Process Opening /Blinding Standard

CONFINED SPACE ENTRY



Obtain authorization before entering a confined space.

Confined Space Entry Standard

WORK AT HEIGHTS



Protect yourself against fall when working at height.

Employee Safety
Fall Protection Requirements /
Procedures
Ladder Safety
Scaffold Requirements

Attachment 6

LIFTING OPERATIONS



Follow safe lifting operations and do not walk under a suspended load.

Heavy Equipment Safety
Mobile Crane / Side Boom Practices
Rigging / Lifting
Low Temperature / High Wind Operation

ENERGY ISOLATION



Verify isolation before work begins
Energy Isolation Standard

GROUND DISTURBANCE/EXCAVATION



Obtain authorization before starting ground disturbance/excavation activities.
Excavation, Trenching & Drilling Standard
Snow Removal Standard

DEFEATING SAFETY DEVICES



Obtain authorization before bypassing, inhibiting or defeating a safety protection device or equipment.

Safety Standards, Permits, Requests
Tagging & Flagging Standard
Defeated Safety Device Standard

DRIVING



While driving wear your seat belt, do not use your mobile phone and do not exceed speed limits.

Transportation
Vehicle Safety
Safe Driving Rules
Disabled Vehicle
Foul Weather Contingency Plans

Dropped Objects

1. Assess the fall potential of all tools and equipment being used at height prior to starting the task and put controls in place to stop them from falling. Controls may include:
 - Tool lanyards
 - Positively securing equipment
 - Ground sheets or matting on gratings
 - Safety screens on scaffolds or platforms
 - Safety netting
2. An exclusion zone shall be placed below overhead work, for the duration of the task, where there is a risk of a dropped object.

Attachment 7

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED]
Subject: [EXTERNAL] RE: PLC Logic settings for Innovation Rig (Revised from the last email)
Date: Tuesday, December 11, 2018 10:02:36 AM
Attachments: [image001.png](#)

[REDACTED]

I can confirm that Ariss Controls & Electric Inc. (ACE) remotely accessed the Innovation Rig on December 10, 2018 and installed the requested program to add a "Height Zone" limitation range into the Hydraulic Elevator "Open" function. This disables the Hydraulic "Open Elevator" function when the "Elevator Height Position" is between 3.0 feet (36") and 55.0 feet (660"), thus making the Hydraulic "Elevator Open" function inoperable between these values during Normal Rig Operations. ACE also added a means to override this limitation periodically. In addition to the 2-function control currently used for Normal Operations, ACE added a third function to override this limitation that will only be operable if the control is being held down by the driller. ACE used the same overriding control function which is currently accessible on the "Hydraulic" screen on the Driller's Station. This allows the Drillers to override the new limitations imposed during certain Rig activities. An example would be to open the Elevators after a Stand of DP has been made up and preparing to commence drilling activities. The Elevators caused undue wear on the pipe if they remain closed so it is typical to open them while drilling down the stand.

The above programming changes were remotely added into the existing rig program by ACE on December 10, 2018. They were also tested on December 10, 2018, by having ACE personnel on the telephone to the Innovation Rig and HilCorp personnel (James Sweetsir and Mike Leslie) on location testing that the Hydraulic "Elevators Open" function is disabled from above 3' (36") to above 55" (660"). The Hilcorp personnel confirmed this is working properly. The rig personnel ran the blocks from the 55' down to the 3' measurement continually trying to OPEN the Hydraulic Elevators. The Hydraulic Elevators would not open. We also tested that hydraulic elevators can open, inside the 3' to 55' zone, if you operate the hydraulic elevators with the existing two hand operation AND the Override on the Hydraulic screen.

Richard Ariss

President

Ariss Controls & Electric Inc.

[REDACTED]

www.arisscontrols.com



From: [REDACTED]
Sent: Monday, December 10, 2018 12:46 PM
To: Richard Ariss
Cc: [REDACTED]
Subject: PLC Logic settings for Innovation Rig
Richard,

Hilcorp would like Ariss Controls & Technology to program a zone limitation range into our Elevator "Open" function to disable this function of opening the Elevators when the "Elevator Position" is between 3.0 feet and 55.0 feet, thus making the "Open" function inoperable between these values during Normal Rig Operations... We will also need a means to override this limitation periodically. Therefore, in addition to the 2-function control we currently have for Normal Operations, we'll need a third function to override this limitation that will only be operable if the control is being held down by the driller. I would like to suggest we used the same overriding control function which is currently accessible on the "Hydraulic" screen on the Driller's Station. This will allow the Drillers to override the new limitations imposed during certain Rig activities. An example would be to open the Elevators after a Stand of DP has been made up and preparing to commence drilling activities. The Elevators caused undue wear on the pipe if they remain closed so it is typical to open them while drilling down the stand... I've attached several photos depicting equipment positions when the new limitations are implemented, to include Elevator Position at 3.0' from floor and links are vertical, the Weight Limit Bypass function, Location of Skate at 100%, Location of Skate when laying down DP, plus distance from pipe to Skate when DP is released from Elevators and Elevator Position is 3.0'

Please review to ensure this programmed limitation will not cause, or add unsafe conditions to our operations. If approved, we are ready to commence programming via on-line services. Once implemented, all functions will be tested and Ladder Logic documents so records are accurate..

Regards,



Hilcorp Alaska



Attachment 7



**SAFETY PROGRAM
POLICY & PROCEDURES
MANUAL**

Version: April 2017

Attachment 8

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SECTION I: INTRODUCTION

1. Management Policy Statement

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THE POLICIES AND STANDARDS ESTABLISHED BY THIS MANUAL ARE DESIGNED TO BE A TOOL TO HELP YOU IN YOUR DAILY SAFETY JOURNEY. THE POLICIES, PRACTICES, STANDARDS, AND GUIDELINES ARE INTENDED TO PROVIDE GUIDANCE FOR SAFE WORK PRACTICES AND CONDUCT, AND ARE INTENDED AS MINIMUM STANDARDS OF CONDUCT. IT IS YOUR OBLIGATION TO UNDERSTAND AND FOLLOW THESE STANDARDS, AS WELL AS ANY SAFETY STANDARDS ISSUED BY HILCORP. BY FOLLOWING THESE STANDARDS AND POLICIES, WE WILL CONTINUE TO ACHIEVE EXCELLENCE IN SAFETY, PROGRESS TOWARDS A GOAL OF CONTINUOUS IMPROVEMENT, AND CONSISTENTLY "FINISH EACH DAY INJURY AND INCIDENT FREE."

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Jeffery D Hildebrand - CEO

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11. EMERGENCY CARE, FIRST AID /CPR & AED PROVISIONS

The goal of the First Aid and Medical Care Program is to provide emergency medical care, first aid treatment, and CPR and AED assistance for employees. The program ensures the adequacy and availability of first aid supplies and equipment.

A. EMERGENCY MEDICAL CARE

The following will be engaged to provide medical care for employees who may incur an occupational injury, illness or emergency.

- Doctor/Nurse: Any approved Physician/Nurse or Authorized Medical Professional

- Facility: Any approved Hospital or Clinic

- Ambulance: 911 or Local EMS

The Safety Department shall ensure ready access to their services in case of an emergency. Emergency numbers should be posted in appropriate locations.

B. FIRST AID/CPR & AED & BBP TRAINING

First aid is the treatment given for a minor injury or illness to prevent it from becoming a serious impairment. In the case of a serious injury or sudden illness, first aid is the immediate, temporary treatment given before the services of advanced medical help can be obtained.

First aid shall be limited to only that treatment necessary to prevent death or further injury, relieve pain or counteract shock according to the training received.

Employees should be available in areas where medical attention is not available in the near proximity to the workplace ("Near Proximity" defined as 3 to 4 minutes' response time in areas where life threatening injury/illness can be expected, or 15 minutes where a life-threatening injury is an unlikely outcome of an accident)

Areas where the body or eyes of any person may be exposed to injurious corrosive material will be provided with suitable facilities for quick drenching or flushing of the eyes and body.

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- HILCORP has trained employees in First Aid / CPR, AED & BBP. Some Hilcorp or third party personnel on Hilcorp sites may have advanced First Aid training and licensing such as EMT/ETT or Registered Nurse (RN).
- A formal First Aid/CPR, AED & BBP training course shall be conducted by qualified company employees or a qualified third party representative of the course sponsor.
- Additional first aid training may be conducted by periodically scheduling first aid topics for discussion/demonstration in employee safety meetings.

C. FIRST AID SUPPLIES AND EQUIPMENT

- HILCORP maintains standard First Aid Kits at the major office locations and in company-owned boats.
- Only approved units shall be purchased for use at Company facilities.
- The Safety Department and employees should check first aid kits periodically to ensure they are maintained properly.
- The Safety Department or Operations should determine the locations and operations in which employees may be exposed to injurious, corrosive materials, and should advise appropriate personnel of the need for installing body-drenching and eye washing facilities to meet regulatory requirements.
- This equipment shall be maintained in good operating condition at all times, be conveniently located in relation to the hazard and always be readily accessible for emergency use.

12. BLOOD BORNE PATHOGEN EXPOSURE CONTROL PROGRAM

A. Purpose and Scope

- The Blood Borne Pathogens OSHA Standard (29CFR 1910.1030) was established to eliminate or minimize these types of infections in the workplace. This program provides control measures and procedures to follow at HILCORP locations to prevent occupational exposure to blood borne pathogens and other potentially infectious materials.
- Besides HBV and HIV, blood borne pathogens include any pathogenic microorganism that is present in human blood and can infect and cause disease in persons who are exposed to blood containing the pathogen. Other examples include Hepatitis C, Malaria, Syphilis, Babesiosis, Brucellosis, Leptospirosis, Arboviral infections, relapsing fever, Crueutzfeld-Jacob disease, human Tlymphotrophic Virus Type 1 and Viral Hemorrhagic Fever.
- This program covers all HILCORP employees who may render medical assistance.
- More specific information is outlined below, which will assist in making the determination of those employees covered in the standard.

B. Delegation of Responsibility

- The Occupational Health Department or Safety is responsible for the implementation of this program and for ensuring employee adherence to the procedures outlined in the plan.

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Category 3	<i>Employees in this category are not exposed to blood or bodily fluids because of their job duties but are trained in first aid procedures to enhance the overall safety program of the Company and provide the employee with valuable information/skills to use at home/off the job. First aid rendered by these employees is rendered only as a collateral duty, responding solely to workplace injuries. OSHA does not consider "Good Samaritan" acts, such as assisting a co-worker with a nosebleed or controlling bleeding as a result of a fall, occupational exposures.</i>	Safety Department
	Employees who are first aid trained, but are not required as part of their job duties to render first aid, shall be informed of that fact; and the need to report any exposure as a result of a "Good Samaritan" act immediately to the EH&S Department.	Field Operation Employees Operations Staff
		Office Safety Committee Members

E. Methods of Compliance

- In general, the best method of ensuring the health/safety of workers at risk is to understand and follow the concept of UNIVERSAL PRECAUTIONS as it applies to an employee's duties and work practices. This concept refers to the assumption that all blood and bodily fluids are contaminated with pathogens. Instruction in Universal Precautions shall take place during initial and annual training as well as other times deemed necessary.

F. Engineering and Work Practice Controls

- Hand washing is a primary work practice control. HILCORP will provide hand washing facilities to ensure that employees use them following exposure to blood. If not available or feasible, then alternative methods such as antiseptic hand cleaners, in conjunction with clean cloths or paper towels or antiseptic wipes are provided. Whenever these alternative methods are used, employees shall wash their hands (or other affected areas) with soap and running water as soon as feasible thereafter.

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G. Personal Protection Equipment

- Latex, Nitrile, or Vinyl gloves shall be worn when first aid or medical treatment begins and until treatment stops. One should assume all patients are infectious. Always wear a new pair of gloves before handling another person.
- Appropriate Personal Protective Equipment shall be maintained with the first aid supplies/kits. This may include: gloves, mouth shields, surgical masks, eyewear, and protective body clothing (impervious to fluids) such as gowns, aprons or ty-vek coveralls. This equipment will be worn whenever there is a reasonable probability for blood splashes or contaminated body fluids.

H. Housekeeping

- Exposed surfaces and reusable emergency equipment shall be cleaned of gross material and fluids using applicable disinfectant/germicide.
- Contaminated laundry shall be handled with care and placed in leak-proof, labeled and color-coded bags at the worksite. Employees who work with contaminated laundry shall wear gloves. If independent contractors provide laundry services, Company management shall review documentation that the contractor's employees have had the required training mandated by the Blood Borne Pathogen Standard.

I. Waste Handling

- All medical wastes and other body fluids shall be placed in containers that are color-coded and exhibit the biohazard symbol. Medical waste includes but is not limited to; needles, disposable equipment, and items such as soiled dressings, sponges and used gloves. The disposal containers shall be constructed so that they are leak-proof, puncture-resistant, fluorescent orange, orange-red, or red in color, displaying the biohazard legend.
- Filled biohazard containers shall be stored and locked in a designated area until sent to a disposal facility. The Occupational Health Department or Safety must approve the disposal facility. HILCORP shall maintain documentation of all waste disposal shipments indefinitely.
- Masks in combination with eye protection devices, such as goggles or glasses with solid side-shields, or chin length face shields, shall be worn when appropriate.

K. Hepatitis B Vaccination

- Hepatitis B Vaccination (HBV) will be made available to all employees covered under category 1 & 2 of this plan. It shall be offered after the worker has received the required training and within 10 working days of assignment at no cost, at a reasonable time and place, and under the supervision of a licensed physician/licensed healthcare provider. Documentation shall be on file of the dates of the worker's immunization. Prescreening may not be required as a condition of receiving the vaccine.

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- Any employee who chooses not to be vaccinated must sign a declination form. This form shall remain on file. The employee may later opt to receive the vaccine, again at no cost. If at a later date, booster doses are recommended by the United States Public Health Service (USPHS), they will be offered to the employee. HBV shall also be offered to any employee, irrespective of designated category or classification, who has been involved in an occupational exposure incident. An investigation and a written report of the incident shall be on file.
- Hepatitis B vaccination series shall also be made available as soon as possible, but in no event later than 24 hours, to any employee, irrespective of designated category or classification to all unvaccinated first aid providers who have rendered assistance in any situation involving the presence of blood or other potentially infectious material (OPIM) regardless of whether or not an actual "exposure incident", as defined by the standard, may have occurred. An investigation and a written report of the incident shall be on file.

L. Post-Exposure Evaluation and Follow-up

- The Company will provide a confidential medical evaluation and follow-up subsequent to the exposure incident. An exposure incident means contacts of blood or other potentially infectious material that results from the performance of an employee's duties with a specific eye, mouth or other mucous membrane, non-intact skin (piercing, cuts, abrasions), or other parenteral zone.
- In addition, ALL incidents involving the presence of blood or OPIM in which first aid is rendered must be reported to the employee's supervisor before the end of the work shift during which the first aid care incident occurred. The report will have the following elements:
- The names of all first aid providers who rendered assistance, regardless of whether personal protective equipment was used.
- Description of the incident, including time and date.
- A determination of whether or not, in addition to the presence of blood or other potentially infectious materials, an "exposure incident" as defined by the standard, occurred. This determination is necessary in order to ensure that the proper post-exposure evaluation, prophylaxis and follow-up procedure required by Section (f) (3) of the standard are made available immediately if there has been an "exposure incident", as defined by the standard.
- Documentation of the route(s) of exposure and the circumstances under which the exposure occurred.
- Identification and documentation of the source individual, unless this is not feasible or prohibited by state or local law.
- The report shall be recorded on a list of such first aid care incidents. This report shall be readily available to all employees.

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- Collection and testing of blood for HBV and HIV serological status, as well as other tests as deemed necessary, will be provided to the exposed employee at no cost. HILCORP will provide the healthcare professional a copy of the OSHA Blood Borne Pathogen Regulations, a description of the employee's duties as they relate to the exposure, and the circumstances under which the exposure occurred.
- Following any medical evaluation, the attending healthcare professional must provide the employee with a written opinion within 15 days. This written opinion must summarize the results of the medical evaluation, indicate any limitations on the employee's ability to receive HBV, whether or not the employee has received HBV, and that the employee has been informed of the results of the evaluation. All findings and diagnosis unrelated to the exposure shall remain confidential between the healthcare professional and the patient, and shall not be included in the written report. The report shall be included in the employee's medical records. If medical evaluation determines a positive exposure, then a HILCORP Incident Report must be filed.

M. First Aid Care Incident Reports

- The reporting requirements are very specific regarding incidents where employees render first aid assistance in any situation involving the presence of blood or OPIM, regardless of whether or not an exposure occurred (see Section 11.B, above).
- The Safety or Occupational Health Department must assure that:
- Provisions for a reporting procedure are implemented.
- A list of incidents where first aid assistance is rendered is established.
- All reports of first aid care incidents are recorded and a Hilcorp Incident Report is initiated and completed.

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N. Medical Records

- All employee medical records shall be kept confidential and secure during the worker's employment plus an additional 30 years after the employee's last day of employment at HILCORP.
- A copy of the employee's records may be released with the employee's written consent to any person within or outside the workplace.
- These records shall be made available upon request to the Assistant Secretary of Labor for OSHA, the Director of the National Institute for Occupational Health and Safety, the U.S. Department of Health and Human Services or to their designated representatives.

O. Labels and Signs

- Warning labels shall be affixed to regulated waste containers of blood or other potentially infectious material. The label shall include the biohazard logo depicted in OSHA 29 CFR 1910.1030 (g) Communication of hazards to employees.
- The labels shall be fluorescent orange, or orange-red or predominantly so, with lettering or symbols in a contrasting color.
- Individual containers of blood or other potentially infectious materials (OPIM) placed in a labeled container during storage, transport, shipment or disposals do not need to be labeled.

P. Information and Training

HILCORP will provide training to all affected employees at the following times:

1. Initial assignment
2. Within 90 days of the standard's effective date
3. Annually

Training shall include the following elements:

1. General explanation of the epidemiology and symptoms of blood borne infectious diseases
2. Transmission routes of blood borne diseases
3. Explanation of the Exposure Control Plan
4. Recognition of exposure situations
5. Selection and use of PPE
6. Information regarding HBV vaccine
7. Procedures in the event of an exposure
8. Post-exposure evaluation and follow-up program
9. Explanation of signs, labels, and color-coding

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Training for all designated first aid responders shall include:

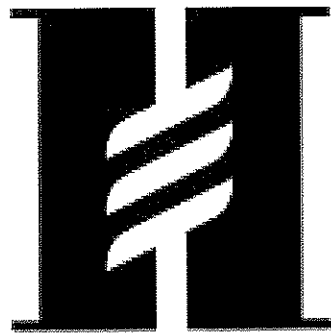
1. The role of rendering first aid by HILCORP employees.
2. The availability of the full Hepatitis B vaccination series to be made as soon as possible, but in no event later than 24 hours, to all unvaccinated first aid providers who have rendered assistance in any situation involving the presence of blood or OPIM regardless of whether or not a specific "exposure incident", as defined by the standard, has occurred.
3. The specific reporting procedure (as outlined above) which ensures that all first aid incidents involving the presence of blood or OPIM will be reported to the employee's immediate supervisor, and that the information will be forwarded to the Safety or Occupational Health Department before the end of the work shift during which the first aid requiring incident occurred.

Training Records shall be maintained a minimum of three years from the date of training and include the following:

1. Date of training session
 2. Description or summary of training session
 3. Names and qualifications of instructors
 4. Names and job titles of all attendees
- A qualified training Program on Blood Borne Pathogens is used by HILCORP. The program may consist of a videotapes, computer based training (CBT), manuals/workbooks, and hands on discussions.
 - In addition, instruction in Medic First Aid - Basic (Emergency Medical Planning, Inc.) provides important and useful information in the section "Communicable Disease Protection". In all training modules, course instructors shall remind students to wear gloves when handling body fluids and to use body fluid barriers when performing First Aid/CPR and wash thoroughly afterward.
 - Training records will be maintained for a minimum of three years and will be entered into the applicable training data base system to ensure proper documentation.

Q. Availability of Records

- Employees may review their medical and training records during normal business hours and copies of their records will be provided to them or their authorized representative upon written request.



Hilcorp

SAFETY PROGRAM

POLICY & PROCEDURES

MANUAL

Version: April 2017

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		Field Operation Employees
	Employees who are first aid trained, but are not required as part of their job duties to render first aid, shall be informed of that fact; and the need to report any exposure as a result of a "Good Samaritan" act immediately to the EH&S Department.	Operations Staff
		Office Safety Committee Members

E. Methods of Compliance

- In general, the best method of ensuring the health/safety of workers at risk is to understand and follow the concept of UNIVERSAL PRECAUTIONS as it applies to an employee's duties and work practices. This concept refers to the assumption that all blood and bodily fluids are contaminated with pathogens. Instruction in Universal Precautions shall take place during initial and annual training as well as other times deemed necessary.

F. Engineering and Work Practice Controls

- Hand washing is a primary work practice control. HILCORP will provide hand washing facilities to ensure that employees use them following exposure to blood. If not available or feasible, then alternative methods such as antiseptic hand cleaners, in conjunction with clean cloths or paper towels or antiseptic wipes are provided. Whenever these alternative methods are used, employees shall wash their hands (or other affected areas) with soap and running water as soon as feasible thereafter.

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G. Personal Protection Equipment

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H. Housekeeping

- Exposed surfaces and reusable emergency equipment shall be cleaned of gross material and fluids using applicable disinfectant/germicide.
- Contaminated laundry shall be handled with care and placed in leak-proof, labeled and color-coded bags at the worksite. Employees who work with contaminated laundry shall wear gloves. If independent contractors provide laundry services, Company management shall review documentation that the contractor's employees have had the required training mandated by the Blood Borne Pathogen Standard.

I. Waste Handling

- All medical wastes and other body fluids shall be placed in containers that are color-coded and exhibit the biohazard symbol. Medical waste includes but is not limited to; needles, disposable equipment, and items such as soiled dressings, sponges and used gloves. The disposal containers shall be constructed so that they are leak-proof, puncture-resistant, fluorescent orange, orange-red, or red in color, displaying the biohazard legend.
- Filled biohazard containers shall be stored and locked in a designated area until sent to a disposal facility. The Occupational Health Department or Safety must approve the disposal facility. HILCORP shall maintain documentation of all waste disposal shipments indefinitely.
- Masks in combination with eye protection devices, such as goggles or glasses with solid side-shields, or chin length face shields, shall be worn when appropriate.

K. Hepatitis B Vaccination

- Hepatitis B Vaccination (HBV) will be made available to all employees covered under category 1 & 2 of this plan. It shall be offered after the worker has received the required training and within 10 working days of assignment at no cost, at a reasonable time and place, and under the supervision of a licensed physician/licensed healthcare provider. Documentation shall be on file of the dates of the worker's immunization. Prescreening may not be required as a condition of receiving the vaccine.

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- Any employee who chooses not to be vaccinated must sign a declination form. This form shall remain on file. The employee may later opt to receive the vaccine, again at no cost. If at a later date, booster doses are recommended by the United States Public Health Service (USPHS), they will be offered to the employee. HBV shall also be offered to any employee, irrespective of designated category or classification, who has been involved in an occupational exposure incident. An investigation and a written report of the incident shall be on file.
- Hepatitis B vaccination series shall also be made available as soon as possible, but in no event later than 24 hours, to any employee, irrespective of designated category or classification to all unvaccinated first aid providers who have rendered assistance in any situation involving the presence of blood or other potentially infectious material (OPIM) regardless of whether or not an actual "exposure incident", as defined by the standard, may have occurred. An investigation and a written report of the incident shall be on file.

L. Post-Exposure Evaluation and Follow-up

- The Company will provide a confidential medical evaluation and follow-up subsequent to the exposure incident. An exposure incident means contacts of blood or other potentially infectious material that results from the performance of an employee's duties with a specific eye, mouth or other mucous membrane, non-intact skin (piercing, cuts, abrasions), or other parenteral zone.
- In addition, ALL incidents involving the presence of blood or OPIM in which first aid is rendered must be reported to the employee's supervisor before the end of the work shift during which the first aid care incident occurred. The report will have the following elements:
- The names of all first aid providers who rendered assistance, regardless of whether personal protective equipment was used.
- Description of the incident, including time and date.
- A determination of whether or not, in addition to the presence of blood or other potentially infectious materials, an "exposure incident" as defined by the standard, occurred. This determination is necessary in order to ensure that the proper post-exposure evaluation, prophylaxis and follow-up procedure required by Section (f) (3) of the standard are made available immediately if there has been an "exposure incident", as defined by the standard.
- Documentation of the route(s) of exposure and the circumstances under which the exposure occurred.
- Identification and documentation of the source individual, unless this is not feasible or prohibited by state or local law.
- The report shall be recorded on a list of such first aid care incidents. This report shall be readily available to all employees.

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- Collection and testing of blood for HBV and HIV serological status, as well as other tests as deemed necessary, will be provided to the exposed employee at no cost. HILCORP will provide the healthcare professional a copy of the OSHA Blood Borne Pathogen Regulations, a description of the employee's duties as they relate to the exposure, and the circumstances under which the exposure occurred.
- Following any medical evaluation, the attending healthcare professional must provide the employee with a written opinion within 15 days. This written opinion must summarize the results of the medical evaluation, indicate any limitations on the employee's ability to receive HBV, whether or not the employee has received HBV, and that the employee has been informed of the results of the evaluation. All findings and diagnosis unrelated to the exposure shall remain confidential between the healthcare professional and the patient, and shall not be included in the written report. The report shall be included in the employee's medical records. If medical evaluation determines a positive exposure, then a HILCORP Incident Report must be filed.

M. First Aid Care Incident Reports

- The reporting requirements are very specific regarding incidents where employees render first aid assistance in any situation involving the presence of blood or OPIM, regardless of whether or not an exposure occurred (see Section 11.B, above).
- The Safety or Occupational Health Department must assure that:
- Provisions for a reporting procedure are implemented.
- A list of incidents where first aid assistance is rendered is established.
- All reports of first aid care incidents are recorded and a Hilcorp Incident Report is initiated and completed.

Attachment 8

N. Medical Records

- All employee medical records shall be kept confidential and secure during the worker's employment plus an additional 30 years after the employee's last day of employment at HILCORP.
- A copy of the employee's records may be released with the employee's written consent to any person within or outside the workplace.
- These records shall be made available upon request to the Assistant Secretary of Labor for OSHA, the Director of the National Institute for Occupational Health and Safety, the U.S. Department of Health and Human Services or to their designated representatives.

O. Labels and Signs

- Warning labels shall be affixed to regulated waste containers of blood or other potentially infectious material. The label shall include the biohazard logo depicted in OSHA 29 CFR 1910.1030 (g) Communication of hazards to employees.
- The labels shall be fluorescent orange, or orange-red or predominantly so, with lettering or symbols in a contrasting color.
- Individual containers of blood or other potentially infectious materials (OPIM) placed in a labeled container during storage, transport, shipment or disposals do not need to be labeled.

P. Information and Training

HILCORP will provide training to all affected employees at the following times:

1. Initial assignment
2. Within 90 days of the standard's effective date
3. Annually

Training shall include the following elements:

1. General explanation of the epidemiology and symptoms of blood borne infectious diseases
2. Transmission routes of blood borne diseases
3. Explanation of the Exposure Control Plan
4. Recognition of exposure situations
5. Selection and use of PPE
6. Information regarding HBV vaccine
7. Procedures in the event of an exposure
8. Post-exposure evaluation and follow-up program
9. Explanation of signs, labels, and color-coding

Attachment 8

Training for all designated first aid responders shall include:

1. The role of rendering first aid by HILCORP employees.
2. The availability of the full Hepatitis B vaccination series to be made as soon as possible, but in no event later than 24 hours, to all unvaccinated first aid providers who have rendered assistance in any situation involving the presence of blood or OPIM regardless of whether or not a specific "exposure incident", as defined by the standard, has occurred.
3. The specific reporting procedure (as outlined above) which ensures that all first aid incidents involving the presence of blood or OPIM will be reported to the employee's immediate supervisor, and that the information will be forwarded to the Safety or Occupational Health Department before the end of the work shift during which the first aid requiring incident occurred.

Training Records shall be maintained a minimum of three years from the date of training and include the following:


1. Date of training session
2. Description or summary of training session
3. Names and qualifications of instructors
4. Names and job titles of all attendees

- A qualified training Program on Blood Borne Pathogens is used by HILCORP. The program may consist of a videotapes, computer based training (CBT), manuals/workbooks, and hands on discussions.
- In addition, instruction in Medic First Aid - Basic (Emergency Medical Planning, Inc.) provides important and useful information in the section "Communicable Disease Protection". In all training modules, course instructors shall remind students to wear gloves when handling body fluids and to use body fluid barriers when performing First Aid/CPR and wash thoroughly afterward.
- Training records will be maintained for a minimum of three years and will be entered into the applicable training data base system to ensure proper documentation.

Q. Availability of Records

- Employees may review their medical and training records during normal business hours and copies of their records will be provided to them or their authorized representative upon written request.

Attachment 9

	Document Title: Blood Borne Pathogen Program		
	Document Number: HAK-8540		
Revision Date: 06/28/2017	Document Type: Program	Security Classification: Company Confidential	
Version: 1			

Authority: Safety Manager	Custodian: Field EH&S Specialist
Document Administrator: Document Controls	Scope: OSHA / ADOL / Blood Borne Pathogen Program
Issuing Group: Alaska Safety	Next Review Date: 06/28/2020

Section 1 - Policy and Scope

Hilcorp, Alaska, LLC (HAK) is committed to providing a safe and healthful work environment for its employees, contractors and visitors. In pursuit of this endeavor, the following exposure control plan (ECP) is provided to eliminate or minimize occupational exposure to bloodborne pathogens in accordance with OSHA standard 29 CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens."

The ECP is a key document to assist HAK in implementing and ensuring compliance with the standard, thereby protecting our employees. This ECP includes:

- Determination of employee exposure
- Implementation of various methods of exposure control, including:
 - Universal precautions
 - Engineering and work practice controls
 - Personal protective equipment
 - Housekeeping
- Hepatitis B vaccination
- Post-exposure evaluation and follow-up
- Communication of hazards to employees and training
- Recordkeeping
- Procedures for evaluating circumstances surrounding an exposure incident

The methods of implementation of these elements of the standard are discussed in the subsequent pages of this ECP.

Section 2 - Responsibilities


The HAK Safety Staff is responsible for the implementation of the ECP and will maintain, review, and update the ECP at least annually, and whenever necessary to include new or modified tasks and procedures.

Those employees who are determined to have occupational exposure to blood or other potentially infectious materials (OPIM) must comply with the procedures and work practices outlined in this ECP.

Each facility will maintain and provide all necessary personal protective equipment (PPE), engineering controls (e.g., sharps containers), labels, and red bags as required by the standard.

Each Facility Foreman will ensure that adequate supplies of the aforementioned equipment are available in the appropriate sizes.

The HAK Safety Staff will be responsible for ensuring that all medical actions required are performed and that appropriate employee health and OSHA records are maintained. In addition, the HAK Safety Staff will be responsible for training, documentation of training, and making the written ECP available to employees, OSHA, and NIOSH representatives.

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Section 3. Employee Exposure Determination

The following is a list of job classifications in which some personnel at our establishment have occupational exposure. Included is a list of tasks and procedures, or groups of closely related tasks and procedures, in which occupational exposure may occur for these individuals

Table 1 - Exposure Job Classifications

Job Title	Tasks
Contracted Licensed Health Care Provider, Paramedic or EMT	<ul style="list-style-type: none"> • Provision of first aid (care of lacerations, burns, other wounds) • CPR • Clean-up of blood and/or other potentially infectious waste • Inoculations • Venipuncture
Emergency Trauma Technicians or First Aid Trained personnel	<ul style="list-style-type: none"> • Provision of first aid (care of lacerations, burns, other wounds) • CPR • Clean-up of blood and/or other potentially infectious waste

NOTE: Part-time, temporary, and contract employees must be covered under their own company's bloodborne pathogens standard.

Section 4 - METHODS OF IMPLEMENTATION AND CONTROL

4.1 - Universal Precautions

All employees will utilize universal precautions.

4.2 - Exposure Control Plan

Employees covered by the bloodborne pathogens standard receive an explanation of this ECP during their initial training session. It will also be reviewed in their annual refresher training. All employees have an opportunity to review this plan at any time during their work shifts by contacting HAK Safety Staff. If requested, we will provide an employee with a copy of the ECP free of charge and within 15 days of the request.

The HAK Safety Staff is responsible for reviewing and updating the ECP annually or more frequently if necessary to reflect any new or modified tasks and procedures which affect occupational exposure and to reflect new or revised employee positions with occupational exposure.

4.3 - Engineering Controls and Work Practices


Engineering controls and work practice controls will be used to prevent or minimize exposure to bloodborne pathogens. The specific engineering controls and work practice controls used are listed below:

- Sharps disposal containers are inspected and maintained or replaced by facility personnel as frequent as necessary to prevent overfilling.
- The need for changes in engineering control, work practices and procedures are identified through incident investigations, employee reviews and best practices.
- The HAK Safety Staff will ensure effective implementation of these recommendations.

4.4 - Personal Protective Equipment (PPE)

PPE is provided to our employees at no cost to them. Training is provided by HAK Safety Staff in the use of the appropriate PPE for the tasks or procedures employees will perform.

Attachment 9

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The types of PPE available to employees includes, but is not limited to, the following:

Type	Location/Available
Safety glasses with side shields,	Care provider shall have on person
Disposable gloves, protective gown/aprons, face shields, medical masks, one-way valve masks	First aid kit, first aid room or in Emergency Trauma Technician kits

PPE may be obtained through the facility Lead Operator or Facility Foreman. The Lead Operator is responsible that suitable type, size and quantity of PPE is available


All employees using PPE must observe the following precautions:

- Wash hands immediately or as soon as feasible after removal of gloves or other PPE.
- Remove PPE after it becomes contaminated, and before leaving the work area.
- Used PPE may be disposed of in red biohazard bags or other clearly identified container for storage, laundering, decontamination, or disposal.
- Wear appropriate gloves when it can be reasonably anticipated that there may be hand contact with blood or other potentially infectious materials (OPIM), and when handling or touching contaminated items or surfaces; replace gloves if torn, punctured, contaminated, or if their ability to function as a barrier is compromised.
- Utility gloves may be decontaminated for reuse if their integrity is not compromised; discard utility gloves if they show signs of cracking, peeling, tearing, puncturing, or deterioration.
- Never wash or decontaminate disposable gloves for reuse.
- Wear appropriate face and eye protection when splashes, sprays, spatters, or droplets of blood or OPIM pose a hazard to the eye, nose, or mouth.
- Remove immediately or as soon as feasible any garment contaminated by blood or OPIM, in such a way as to avoid contact with the outer surface.

If contaminated PPE will be re-used the procedure for handling and decontaminating PPE is as follows:

- Adequate eye, face, hand and body protect must be worn.
- All surfaces, tools, equipment and other objects that come in contact with blood or potentially infectious materials must be decontaminated and sterilized as soon as possible. Equipment and tools must be cleaned and decontaminated before servicing or being put back to use.
- Decontamination should be accomplished by using
 - A solution of 5.25% sodium hypochlorite (household bleach / Clorox) diluted between 1:10 and 1:100 with water. The standard recommendation is to use at least a quarter cup of bleach per one gallon of water.
 - Lysol or some other EPA-registered tuberculocidal disinfectant. Check the label of all disinfectants to make sure they meet this requirement.
- If cleaning up a spill of blood, carefully cover the spill with paper towels or rags, then gently pour the 10% solution of bleach over the towels or rags, and leave it for at least 10 minutes. This will help ensure that any bloodborne pathogens are killed before beginning to clean or wipe the material up. By covering the spill with paper towels or rags, you decrease the chances of causing a splash when you pour the bleach on it.
- If decontaminating equipment or other objects (broken glass, tweezers, mechanical equipment upon which someone has been cut...) you should leave the disinfectant in place for at least 10 minutes before continuing the cleaning process.
- Any materials you use to clean up a spill of blood or potentially infectious materials must be decontaminated immediately, as well. This would include mops, sponges, re-usable gloves, buckets, pails, etc.

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4.5 - Housekeeping

Regulated waste is placed in containers which are closable, constructed to contain all contents and prevent leakage, appropriately labeled or color-coded (see Labels), and closed prior to removal to prevent spillage or protrusion of contents during handling.

The procedure for handling sharps disposal containers and other regulated waste is managed by the HAK EHS Staff.

Contaminated sharps are discarded immediately or as soon as possible in containers that are closable, puncture-resistant, leak-proof on sides and bottoms, and labeled or color-coded appropriately. Sharps disposal containers are available at first aid rooms and some facility rest rooms.

Pails or buckets are cleaned and decontaminated as soon as feasible after visible contamination. Broken glassware which may be contaminated is picked up using mechanical means, such as a brush and dust pan.

4.6 - Laundry

The following articles contaminated with blood and/or OPIM will be laundered by facility housekeeping services:

- Coveralls, shirts, pants, or other garments
- Bedding, towels

If housekeeping services are unavailable, Bare Threads, 46645 Kenai Spur Hwy, 907.776.8464, can launder clothing contaminated with blood and/or OPIM.

The following laundering requirements must be met:


- Handle contaminated laundry as little as possible, with minimal agitation
- Place wet contaminated laundry in leak-proof, labeled or color-coded containers before transport. Use red bags or bags marked with biohazard symbol for this purpose.
- Minimum PPE when handling and/or sorting contaminated laundry include impervious gloves (nitrile, latex, PVC or equal protection) and eye protection.

4.7 - Labels

A warning label that includes the universal biohazard symbol, followed by the term "biohazard," must be included on containers of sharps, razors, broken glass and on bags/containers of contaminated laundry. In addition, contaminated equipment which is to be serviced or shipped must have a readily observable label attached which contains the biohazard symbol and the word "biohazard" along with a statement relating which portions of the equipment remain contaminated

The background must be fluorescent orange or orange-red or predominantly so, with symbols and lettering in a contrasting color. However, red bags or red containers may be substituted for the biohazard labels. The label must be either an integral part of the container or affixed as close as feasible to the container by a string, wire, adhesive, or other method to prevent its loss or unintentional removal.

Laundry bags or containers, containing contaminated laundry, may be marked with an alternative label or color-coded provided the facility uses Universal Precautions for handling all soiled laundry and the alternative marking permits all employees to recognize the containers as requiring compliance with Universal Precautions. If contaminated laundry is sent off-site for cleaning to a facility which does not use Universal Precautions in the handling of all soiled laundry, it must be placed in a bag or container which is red in color or labeled with the biohazard label described above

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Examples of Labels and containers



The following labeling method(s) is used at HAK facilities

Equipment to be labeled	Container/Label
Razors, sharps, needles....	Red sharps container with biohazard label
Contaminated laundry (clothing bedding...)	Red bag with biohazard label
Broken glass or similar contaminated	Sturdy container such as a plastic bucket with seal tight lid and biohazard label

SECTION 5 - HEPATITIS B VACCINATION


The HAK Safety Staff will provide training to employees on hepatitis B vaccinations, addressing the safety, benefits, efficacy, methods of administration, and availability.

The hepatitis B vaccination series is available at no cost after training and within 10 days of initial assignment to employees identified in the exposure determination section of this plan. Vaccination is encouraged unless: 1) documentation exists that the employee has previously received the series, 2) antibody testing reveals that the employee is immune, or 3) medical evaluation shows that vaccination is contraindicated.

However, if an employee chooses to decline vaccination, the employee must sign a declination form. Employees who decline may request and obtain the vaccination at a later date at no cost. Documentation of refusal of the vaccination is kept at the office of the Hilcorp Occupational Health Nurse.

Vaccination will be provided by a Licensed Health Care Professional (LCHP) as directed by Hilcorp Alaska.

Following the medical evaluation, a copy of the LCHP Written Opinion will be obtained and provided to the employee. It will be limited to whether the employee requires the hepatitis vaccine, and whether the vaccine was administered.

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5.1 - POST-EXPOSURE EVALUATION AND FOLLOW-UP

Should an exposure incident occur, contact the Hilcorp Occupational Health Nurse, at the following number: 713.289.2949.

An immediately available confidential medical evaluation and follow-up will be conducted by a LCHP. Following the initial first aid (clean the wound, flush eyes or other mucous membrane, etc.), the following activities will be performed:

- Document the routes of exposure and how the exposure occurred.
- Identify and document the source individual (unless the employer can establish that identification is infeasible or prohibited by state or local law).
- Obtain consent and make arrangements to have the source individual tested as soon as possible to determine HIV, HCV, and HBV infectivity; document that the source individual's test results were conveyed to the employee's health care provider.
- If the source individual is already known to be HIV, HCV and/or HBV positive, new testing need not be performed.
- Assure that the exposed employee is provided with the source individual's test results and with information about applicable disclosure laws and regulations concerning the identity and infectious status of the source individual (e.g., laws protecting confidentiality).
- After obtaining consent, collect exposed employee's blood as soon as feasible after exposure incident, and test blood for HBV and HIV serological status. If the employee does not give consent for HIV serological testing during collection of blood for baseline testing, preserve the baseline blood sample for at least 90 days; if the exposed employee elects to have the baseline sample tested during this waiting period, perform testing as soon as feasible.

5.2 - ADMINISTRATION OF POST-EXPOSURE EVALUATION AND FOLLOW-UP

The Hilcorp Occupational Health Nurse ensures that health care professional(s) responsible for employee's hepatitis B vaccination and post-exposure evaluation and follow-up are given a copy of OSHA's bloodborne pathogens standard.

The Hilcorp Occupational Health Nurse ensures that the health care professional evaluating an employee after an exposure incident receives the following:


- Description of the employee's job duties relevant to the exposure incident
- Route(s) of exposure
- Circumstances of exposure
- If possible, results of the source individual's blood test
- Relevant employee medical records, including vaccination status

The Hilcorp Occupational Health Nurse provides the employee with a copy of the evaluating health care professional's written opinion within 15 days after completion of the evaluation.

5.3 - PROCEDURES FOR EVALUATING THE CIRCUMSTANCES SURROUNDING AN EXPOSURE INCIDENT

HAK Safety Staff will review the circumstances of all exposure incidents to determine:

- Engineering controls in use at the time
- Work practices followed
- Protective equipment or clothing that was used at the time of the exposure incident (gloves, eye shields, etc.)
- Location of the incident
- Task or procedure being performed when the incident occurred
- Employee's training

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SECTION 6 - EMPLOYEE TRAINING

All employees who have occupational exposure to bloodborne pathogens receive training provided by **HAK Safety Staff**.

All employees who have occupational exposure to bloodborne pathogens receive training on the epidemiology, symptoms, and transmission of bloodborne pathogen diseases. In addition, the training program covers, at a minimum, the following elements:

- a copy and explanation of the standard
- explanation of the ECP and how to obtain a copy
- explanation of methods to recognize tasks and other activities that may involve exposure to blood and OPIM, including what constitutes an exposure incident
- explanation of the use and limitations of engineering controls, work practices, and PPE
- explanation of the types, uses, location, removal, handling, decontamination, and disposal of PPE
- explanation of the basis for PPE selection
- information on the hepatitis B vaccine, including information on its efficacy, safety, method of administration, the benefits of being vaccinated, and that the vaccine will be offered free of charge
- information on the appropriate actions to take and persons to contact in an emergency involving blood or OPIM
- explanation of the procedure to follow if an exposure incident occurs, including the method of reporting the incident and the medical follow-up that will be made available
- information on the post-exposure evaluation and follow-up that the employer is required to provide for the employee following an exposure incident
- explanation of the signs and labels and/or color coding required by the standard and used at this facility
- opportunity for interactive questions and answers with the person conducting the training session.

Training materials are available from the HAK Safety Staff.

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SECTION 7 - RECORDKEEPING

7.1 - Training Records

Training records are completed for each employee upon completion of training. These documents will be kept for at least three years within the Hilcorp DEEP training database system

The training records include:

- dates of the training sessions
- contents or a summary of the training sessions
- names and qualifications of persons conducting the training
- names and job titles of all persons attending the training sessions

Employee training records are provided upon request to the employee or the employee's authorized representative within 15 working days. Such requests should be addressed to the HAK EHS Department.

7.2 - Medical Records

Medical records are maintained for each employee with occupational exposure in accordance with 29 CFR 1910.1020, "Access to Employee Exposure and Medical Records."

The Hilcorp Occupational Health Nurse is responsible for maintenance of the required medical records. These confidential records are kept at the Houston office for at least the duration of employment plus 30 years.

Employee medical records are provided upon request of the employee or to anyone having written consent of the employee within 15 working days. Such requests should be sent to the Hilcorp Occupational Health Nurse.

7.3 - OSHA Recordkeeping

An exposure incident is evaluated to determine if the case meets OSHA's Recordkeeping Requirements (29 CFR 1904). This determination and the recording activities are done by HAK EHS Department.


7.4 - Sharps Injury Log

In addition to the 1904 Recordkeeping Requirements, all percutaneous injuries from contaminated sharps are also recorded in the Sharps Injury Log. All incidences must include at least:

- the date of the injury,
- task or area where the incident occurred, and
- explanation of how the incident occurred.

This log is reviewed at least annually as part of the annual evaluation of the program and is maintained for at least five years following the end of the calendar year that they cover. If a copy is requested by anyone, it must have any personal identifiers removed from the report.

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HEPATITIS B VACCINE DECLINATION (MANDATORY)

I understand that due to my occupational exposure to blood or other potentially infectious materials I may be at risk of acquiring hepatitis B virus (HBV) infection. I have been given the opportunity to be vaccinated with hepatitis B vaccine, at no charge to myself. However, I decline hepatitis B vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring hepatitis B, a serious disease. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with hepatitis B vaccine, I can receive the vaccination series at no charge to me.

Signed: _____ - Print Name _____

Date: _____

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Revision/Review Log

Date	Custodian	Annual Review Y/N	Authority/ Approval	Revision Details	MOC No.
08/16/2016				Initial Issue	
06/28/2017		Y	Carl Jones		HAK23-05-2017_1986



Hilcorp
Fire Department
Milne Point
Training Roster
Medical Response Team

Attachment 10



011

2.0 HRS

AFF # 1850076
 LOCATION: MPU
 INSTRUCTOR (printed): [REDACTED]
 TOPIC: Bloodborne Pathogens / HIPAA Compliance
 DATE: 11/16/19
 DURATION: 2.0 HRS
 NFPACOMP: [REDACTED]
 INSTRUCTOR SIGNATURE: [REDACTED]

Shift Training Hours	Overtime Training Hours	First Name	Middle Initial	Last Name	Signature	Position	Company
1		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-1	NMS
2		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-1	HAK
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-1	HAK
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-1	HAK
	2	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	MIC-P (PMD)	Beacon
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-2	HAK
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-2	HAK
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-3 / BLS Inst	Purcell
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-3	Purcell
2		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-3	HAK
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-1	HAK
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	ETT	NMS
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	ETT	NES
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	No Cert	HAK
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-3 / BLS Inst	Purcell
1	1	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-3	NES - Asst. Chief
2		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	ETT	HAK
1.5	1.5	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-1	NMS
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-2	Purcell
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	MIC-P (PMD)	Beacon
1.5		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	PA-C	Beacon
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-1	NES
		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	ETT	NES
2		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	EMT-1 / BLS Inst.	NES - Asst. Chief
1.5	1.5	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]		

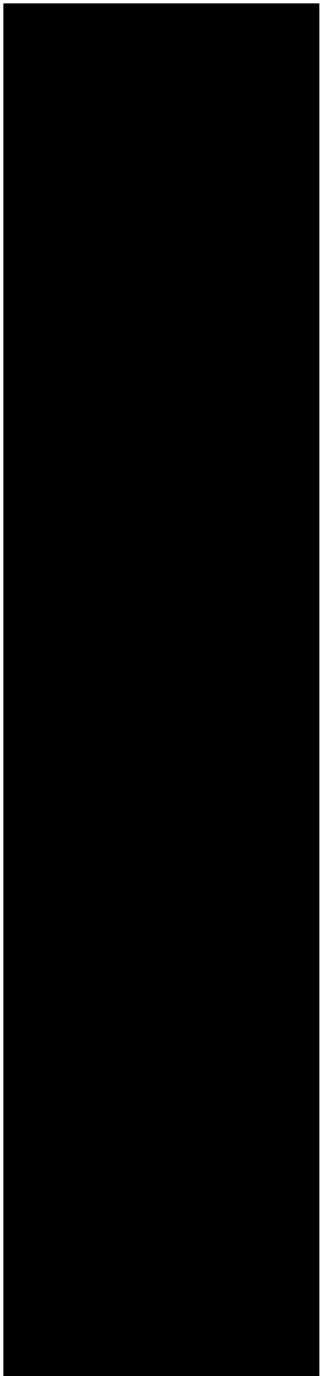
WPA

Attachment 11

Title: *Training Title Transcript Query
Report Generated By: Jones, Carl
Report Date/Time: 04/10/2019 10:40 AM
Record Count: 199
Record Count Limit: 5000
Filters: [Training Title] contains Blood
 [Transcript Completed Date] is after 1/1/2012
 [Home Department] contains Slope

User Full Name	Training Title	Transcript Completed Date	Home Department
	Bloodborne Pathogens (Course Pending)	06/29/2017 03:29 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens (Course Pending)	07/20/2017 04:43 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens (Course Pending)	07/27/2017 12:56 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens (Course Pending)	07/27/2017 08:54 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens (Course Pending)	07/27/2017 08:59 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens (Course Pending)	07/27/2017 09:39 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens (Course Pending)	07/12/2017 02:51 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens (Course Pending)	11/05/2015 08:03 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/14/2018 08:21 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/06/2019 05:13 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	08/03/2018 04:04 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/05/2019 03:42 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	08/09/2018 01:39 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	11/07/2017 10:56 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/21/2018 06:31 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/26/2018 08:14 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	08/29/2018 03:04 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	11/05/2018 04:09 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/14/2018 08:21 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/27/2018 05:00 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/22/2018 10:42 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	07/08/2018 09:26 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/21/2018 03:04 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/10/2018 02:32 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/14/2018 08:21 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/28/2018 11:04 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/14/2018 08:21 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/26/2018 11:46 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/01/2019 04:10 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	10/18/2018 05:10 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	02/06/2019 01:20 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	02/25/2018 10:26 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	03/08/2019 02:46 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	11/23/2017 01:30 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	10/05/2018 02:26 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/29/2018 01:26 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/14/2018 08:21 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/14/2018 08:21 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	11/08/2017 05:35 PM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/14/2018 08:21 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/04/2018 05:50 AM	Exp/AK/NSlope-Field
	Bloodborne Pathogens - Cal/OSHA (SafetySkills)	12/28/2018 09:03 AM	Exp/AK/NSlope-Field

Attachment 11

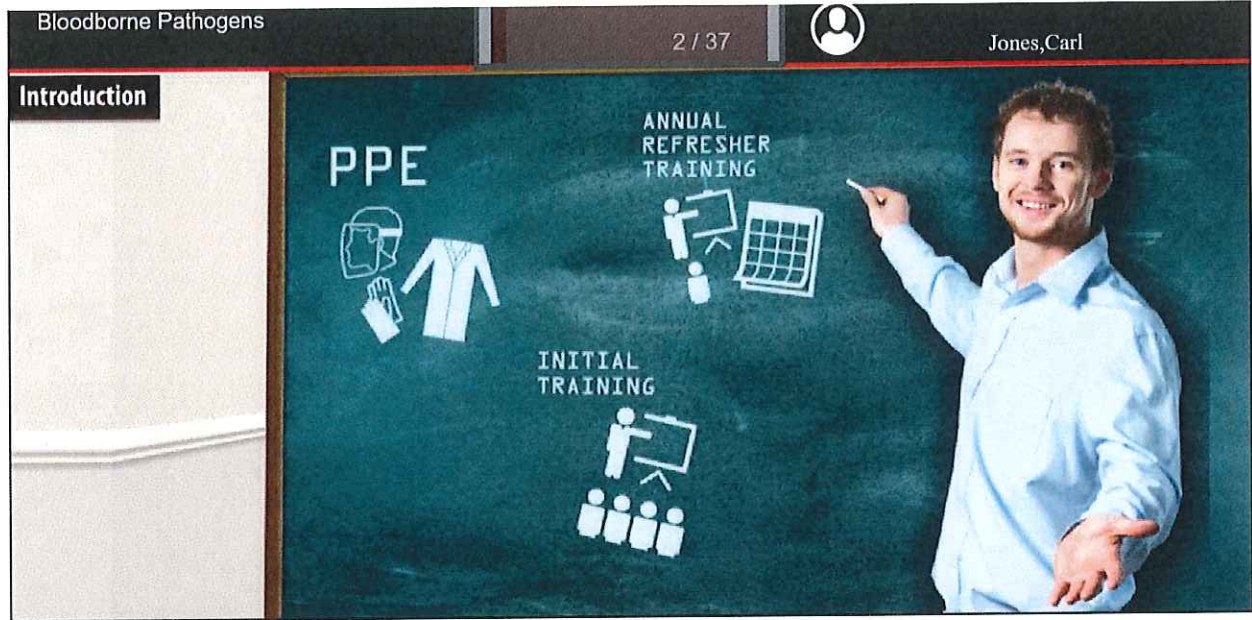


Bloodborne Pathogens	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2018 06:15 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/21/2018 06:31 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2019 05:30 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2018 06:15 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2019 05:30 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/21/2018 06:31 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	08/02/2015 06:00 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	08/21/2015 10:36 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2019 05:30 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2019 05:30 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2018 06:15 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/21/2018 06:31 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	08/02/2015 06:00 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	03/14/2015 06:00 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	08/21/2015 10:36 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	08/21/2015 11:00 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2019 05:30 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/14/2018 07:00 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/14/2018 08:21 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	08/02/2015 06:00 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	08/21/2015 10:36 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2018 06:15 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/21/2018 06:31 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2018 06:15 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/21/2018 06:31 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2019 05:30 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/28/2019 09:14 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/14/2018 07:00 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/14/2018 08:21 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	08/02/2015 06:00 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	08/21/2015 10:36 AM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/20/2018 06:15 PM	Exp/AK/NSlope-Field
Bloodborne Pathogens	01/21/2018 06:31 PM	Exp/AK/NSlope-Field

Attachment 12 Computer Based Training Objectives

Bloodborne Pathogens 2 / 37 Jones, Carl

Introduction



The image shows a man in a light blue shirt pointing at a chalkboard. The chalkboard has three main sections: 'PPE' with icons of a face shield, gloves, and a lab coat; 'ANNUAL REFRESHER TRAINING' with icons of a person at a computer and a calendar; and 'INITIAL TRAINING' with icons of a person at a computer and a group of people.

Bloodborne Pathogens 3 / 37 Jones, Carl

When you have successfully completed this course, you should be able to:

- Recognize the characteristics of bloodborne diseases
- Recognize possible routes of transmission
- Identify methods of exposure control
- Identify safe work practices for handling, cleaning and decontamination
- Recognize exposure protocols and recordkeeping requirements

Objectives



The image shows a man in a white lab coat standing in a library or archive, surrounded by bookshelves. He is smiling and looking towards the camera.

Inspection Report

Mon Apr 15, 2019 18:02:37 PM

RID	CSHO ID	Supervisor ID	Inspection Number	Optional Report Number	Case Closed Date
1050210	A3578	J2092	1365178		

Establishment Name		Hilcorp Alaska, LLC		Doing Business As (DBA)		
Establishment Owner Name	Private Sector	Type of Business	Corporation	Primary NAICS		213111
Site Address	1000 Milne Point PRUDHOE BAY, AK, 99734	Site Phone	(907)-777-8350	Extn		Site FAX
Business Address	3800 Centerpoint Dr. Suite 100 ANCHORAGE, AK, 99503	Business Phone	(907)-777-8300		Business FAX	907-777-8301
Mailing Address	3800 Centerpoint Dr. Suite 100 ANCHORAGE, AK, 99503	E-mail			Mobile Phone	
Site Activity	Drilling	NAICS Inspected	213111		Days on Site	2
Federal EIN		DUNS		Temporary or Fixed Site?	Temporary	
State Estab Id		DUNS plus4		CAGE Code		
Construction Type						

Entry	07-DEC-2018	09:30 AM	First Closing Conference	09-APR-2019	08:45 PM
Opening Conference	07-DEC-2018	09:45 AM	Second Closing Conference		
Walkaround	07-DEC-2018	05:45 PM	Exit	08-DEC-2018	07:00 AM

Inspection Initiating Type	Unprogrammed Related		Secondary Type		
Other Initiating Type			Inspection Category		Safety
Scope of Inspection	Partial		Reason No Inspection		
Sampling Performed?	N	SVEP	N	Expln. for No Insp.	
Federal Strategic Initiatives					
National Emphasis					
State Emphasis					
Local Emphasis					
Primary Emphasis					

Employed in Establishment	350	Walkaround?	Y	Advance Notice?	N
Covered By Inspection	350	Interviewed?	Y	Flag for Follow-up	N
Controlled By Employer	515	Union?	N	Reason for Follow-up	
Is this Company a current federal contractor?					

Parent Company Legal Name				Parent Comp Trade Name/DBA			
Parent Company Address			Phone Number			Extn	
TIN / EIN			DUNS				

CAGE Code		DUNS plus4	
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Related Activity			
Activity Number	Activity Type	Satisfied	Establishment Name

Related Inspections		
Inspection Number	Establishment Name	Related Inspection Type
1364879	Kuukpik Drilling, LLC	MULTI-EMPLOYER

Additional Codes			
Type	ID	Value	Description

Employer Representatives Contacted					
Name		Job Title		Occupation	
Address				Interviewed?	Y
Home		Work		Mobile	
Email			Participation	Credentials	

CSHO Signature		Date	4/17/19
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AKOSH NARRATIVE REPORT

April 17, 2019
Hilcorp Alaska, LLC
CSHO: Jim Pinder

Inspection #1365178

CSHO ID: A3578

SAFETY NARRATIVE

Hilcorp Alaska, LLC
510 3800 CenterPoint Dr, Anchorage, AK 99503
(907)-382-4336

Inspection #: **1365178**
Inspection Dates: 12/7/2018
Closing Dates: 4/9/2019

Site Address: Milne Point, Prudhoe Bay, AK

AKOSH Representatives:

<u>Name</u>	<u>Title/Position</u>
Jim Pinder	CSHO

Management Officials:

<u>Name</u>	<u>Title/Position</u>
[REDACTED]	Operations Manager 1
[REDACTED]	Operations Manager 2
[REDACTED]	Drilling Manager
[REDACTED]	Safety Manager
[REDACTED]	Safety Advisor

History:

On 12/7/2018 I, Jim Pinder, was assigned by the Assistant Chief of Enforcement, Ronald Larsen to conduct an onsite inspection in response to fatal injury at Milne Point in Prudhoe Bay, Alaska.

The site is an Oil Drilling Rig located at Milne Point, Prudhoe Bay, Alaska. Hilcorp Alaska, LLC owns the oil rig and contracts with Kuukpik Drilling who provides the crew to operate the rig.

Opening Conference:

On 12/7/2018, at approximately 9:30 am I arrived at Hilcorp Alaska office in Anchorage. I introduced myself to the receptionist and asked to speak to someone concerning the fatal incident at Milne Point. [REDACTED] introduced himself as the Safety Manager and escorted me to a conference room where we were joined by [REDACTED], [REDACTED] and [REDACTED]. I introduced myself, presented my credentials and explained the reason for my visit.

At approximately 9:45 am I conducted the Opening Conference. I explained the nature and purpose of the inspection as well as all of the items on the inspection checklist. [REDACTED] granted permission to proceed with the inspection.

AKOSH NARRATIVE REPORT

April 17, 2019
Hilcorp Alaska, LLC
CSHO: Jim Pinder

Inspection #1365178

CSHO ID: A3578

I departed Anchorage at 2:50 PM and arrived in Prudhoe Bay at approximately 4:30 PM and was greeted by a transport driver from Kuukpik Drilling. The ride from the airport to Milne Point took approximately 1 ½ hours. Upon arriving, I was escorted to a conference room where Management from Kuukpik Drilling and Hilcorp Alaska were waiting with the crew member that were present at the time of the accident.

Employee interviews were conducted

Walk-around:

At approximately 10:30 PM the walk-around inspection started on the drill rig where the incident occurred. Photographs were taken of all the equipment involved in the incident and of the control panel located in the control room. [REDACTED] with Kuukpik Drilling and [REDACTED] with Hilcorp Alaska described the different parts of the drill rig and the job duties of each crew member on the rig floor. They explained the process of pulling the pipe from the ground and placing it on the skate, which was taken place at the time of the incident.

After reviewing the video the employer provided, it was determined that a Hilcorp Alaska Supervisor visited the rig floor and control room once before midnight and after. He also directed staff to clean up the rig floor after the first responders removed the body.

Closing Conference:

On 4/9/2019 at approximately 8:45 am, a Closing Conference was held in the AKOSH training room with [REDACTED], [REDACTED] and [REDACTED] and [REDACTED]. During the closing conference the 11 items on the closing conference worksheet were read aloud with an emphasis on employee Whistleblower protections and the 15 working day time limit. I explained and encouraged the use of consultation and training available through AKOSH. Copies of the closing conference, employer responsibilities, OSHA consultation fact sheet, request for consultation, workers compensation memo were provided.

Evaluation of Health and Safety Program

Code:	0 = Nonexistent	1 = Inadequate	2 = Average	3 = Above Average
A. HSE Policy			X	
B.				

AKOSH NARRATIVE REPORT

April 17, 2019
Hilcorp Alaska, LLC
CSHO: Jim Pinder

Inspection #1365178

CSHO ID: A3578

Conclusions:

Based on the inspection findings and employee interviews the follow alleged violations were noted.

Serious:

1. Suspended loads – walking/working under
2. Bloodborne Pathogens - husekeeping

Violation Worksheet

Print Date : 04/15/2019

		Inspection Number		1365178	
		Opt. Insp. Number			
Establishment Name	Hilcorp Alaska, LLC				
DBA Name					
Type Of Violation	Serious	Citation Number	1	Item/Group	1 /
Number Exposed	3	No. Instances	1	REC	
Special Enforcement?			Employer's Relationship to Hazard	All	
Standard	1910.181(i)(4)(ii)				
Substance Codes			Photo/Video Number		
Alleged Violation Description	<p>29 CFR 1910.181(i)(4)(ii):</p> <p>181 Derricks</p> <p>(i) Handling the load</p> <p>(4) Holding the load</p> <p>(ii) People should not be permitted to stand or pass under a load on the hook.</p> <p>Example: Employees are exposed to struck by/caught between hazards as a result of the employer's failure to ensure that employees do not walk or work under suspended loads while on the drill rig. On 12/7/2018, while removing pipe from the ground, an employee was fatality injured when he walked under a suspended load and was struck on the back of the head when the load was accidentally released.</p>				
Recommended Abatement Action	Enforce company policy on walking/working under a suspended loads				

Penalty

Severity	High		
Severity Justification	Death, permanent disability, chronic or irreversible illness		
Probability	Greater		
Probability Justification	An employee was fatality injured while walking/working under a suspended load.		
Number of Times Repeated			
Gravity	High	Gravity based Penalty	12934.00
Multiplier		Size	0%
Good Faith		History	
Quick Fix			
Calculated Penalty	12934.00	Proposed Penalty	12934.00

Proposed Penalty Justification:	
--	--

Abatement Details

Days to Abate	15 Wkg Days	Abatement Status	
User-entered Abatement Due Date		Date Abated	
Abatement Documentation Required?	Yes	Date Verified	
Abatement Completed Description:			

MultiStep Abatement

Type/Other Type	Days to abate	User entered Abatement Due Date	Completed(status)	Verify Date

Employee Exposure

Exposure Instance	No. Exposed	Employer	Name and Address Telephone Numbers	Duration	Frequency	Proximity
1	6	Kuukpik Drilling, LLC	[REDACTED]	6.00 month	12 hrs Daily	within 8 feet
1	6	Kuukpik Drilling, LLC	[REDACTED]	1.00 year	Daily	In control room
1	6	Kuukpik Drilling, LLC	[REDACTED]	2.00 month	Daily	within 4 feet

1	6	Kuukpik Drilling, LLC	[REDACTED]	1.00 month	12 hrs Daily	within 3 feet
1	6	Kuukpik Drilling, LLC	[REDACTED]	2.00 year	12 hrs Daily	within 2 feet
1	6	Kuukpik Drilling, LLC	[REDACTED]	2.00 month	12 hrs Daily	within 2 feet

20. **Instance Description:** A. Hazard B. Equipment C. Location D. Injury/Illness E. Measurements

- a) **Hazards-Operation/Condition-Accident:** Walking/working under a suspended load
- b) **Equipment:** Drill pipe
- c) **Location:** Milne Point, Prudhoe Bay, Alaska
- d) **Injury/Illness (and Justifications for Severity and Probability):** Death, permanent disability
- e) **Measurements:** 28 feet

23. **Employer Knowledge:** Employer, Drilling Manager, [REDACTED] stated that it was common practice for workers to walk/work under a suspended drill pipe when placing it onto the skate.

24. **Comments:** Employer, Operations Manager, [REDACTED] stated that a new policy has been put into place concerning walking/working under a suspended load.

25. **Other Employer Information:** Kuukpik Drilling

Violation Worksheet

Print Date : 04/15/2019

		Inspection Number		1365178	
		Opt. Insp. Number			
Establishment Name	Hilcorp Alaska, LLC				
DBA Name					
Type Of Violation	Serious	Citation Number	1	Item/Group	2 /
Number Exposed	515	No. Instances	1	REC	
Special Enforcement?			Employer's Relationship to Hazard	All	
Standard	1910.1030(d)(4)(ii)(A)				
Substance Codes			Photo/Video Number		
Alleged Violation Description	<p>29 CFR 1910.1030(d)(4)(ii)(A):</p> <p>1030 Bloodborne pathogens.</p> <p>(d) Methods of Compliance</p> <p>(4) Housekeeping</p> <p>(ii) All equipment and environmental and working surfaces shall be cleaned and decontaminated after contact with blood or other potentially infectious materials.</p> <p>(A) Contaminated work surfaces shall be decontaminated with an appropriate disinfectant after completion of procedures; immediately or as soon as feasible when surfaces are overtly contaminated or after any spill of blood or other potentially infectious materials; and at the end of the work shift if the surface may have become contaminated since the last cleaning.</p> <p>EXAMPLE: Employees are exposed to bloodborne pathogen health hazards due to the employers failure to have the contaminated working surface properly cleaned and decontaminated after contact with blood. On 12/18/18 the employer provided a video recording of the incident that occurred on 12/7/18 when an employee was fatality injured after being struck on the head by a drill pipe. After the employee was removed from the rig floor, employees were instructed by a supervisor to wipe up the blood with rags and rinse the floor off with water from a hose. Some of the employees were wearing work gloves and some were not. This was observed on the video recording the employer provided, approximate time from 03:16:00 to 03:20:00.</p>				
Recommended Abatement Action	Train employees on Bloodborne pathogens and provide proper PPE				

Penalty

Severity	High
Severity Justification	Illnesses such as Hepatitis B.
Probability	Greater
Probability Justification	

Number of Times Repeated			
Gravity	High	Gravity based Penalty	12934.00
Multiplier		Size	0%
Good Faith		History	
Quick Fix			
Calculated Penalty	12934.00	Proposed Penalty	12934.00
Proposed Penalty Justification:			

Abatement Details

Days to Abate	15 Wkg Days	Abatement Status	
User-entered Abatement Due Date		Date Abated	
Abatement Documentation Required?	Yes	Date Verified	
Abatement Completed Description:			

MultiStep Abatement

Type/Other Type	Days to abate	User entered Abatement Due Date	Completed(status)	Verify Date

Employee Exposure

Exposure Instance	No. Exposed	Employer	Name and Address Telephone Numbers	Duration	Frequency	Proximity
1	7	Hilcorp Alaska, LLC	[REDACTED]	5.00 month	12 hrs Daily	within 6 feet
11	7	Hilcorp Alaska, LLC	[REDACTED]	6.00 month	12 hrs Daily	within 4 feet
	7	Hilcorp Alaska, LLC	[REDACTED]	1.00 year	12 hrs Daily	In control room

			[REDACTED]			
1	7	Hilcorp Alaska, LLC	[REDACTED]	2.00 month	12 hrs Daily	within 3 feet
1	7	Hilcorp Alaska, LLC	[REDACTED]	1.00 month	12 hrs Daily	within 2 feet
1	7	Hilcorp Alaska, LLC	[REDACTED]	2.00 year	12 hrs Daily	within 2 feet
1	7	Hilcorp Alaska, LLC	[REDACTED]	2.00 month	12 hrs Daily	within 2 feet

20. **Instance Description:** A. Hazard B. Equipment C. Location D. Injury/Illness E. Measurements

a) **Hazards-Operation/Condition-Accident:** Employees who were not trained or provided PPE were instructed to clean up the blood and contaminated rags off the rig floor after an employees was fatality injured after being struck in the head by a drill pipe

b) **Equipment:**

c) **Location:** Milne Point, Prudhoe Bay, Alaska

d) **Injury/Illness (and Justifications for Severity and Probability):** Possible exposure to hepatitis B or other biological pathogens

e) **Measurements:** None taken. Used video evidence

23. **Employer Knowledge:** Employer admitted to having a Bloodborne Pathogens Policy but failed to follow it.

24. **Comments:** During the employee interview, it was determined that a supervisor instructed them to clean up the rig floor after the accident

25. **Other Employer Information:** Kuukpik Drilling

In regards to the dropped pipe incident on Dec. 7th 2018.

As the DSM on tour, I am responsible for ensuring that the Wellplan drafted by the drilling engineers is followed and all objectives regarding Well drilling are met.

I have been in the Well drilling industry for 21 years. Having started as a roustabout for Doyon Drilling in March 1998. Worked for Doyon as a rig hand, through the ranks from Roustabout to Motorman until 2005. I then worked for MISwaco as a drilling fluids engineer (MudMan) for 15 months. I moved over to Sperry Drilling in October of 2007 and worked as a Directional Driller until July of 2018 before moving to a DSM position.

I was in my office which is located in the satellite camp on the pad. The rig operations were pulling out of the hole, laying down the 5" drillpipe in preparation for running a 6-5/8" slotted liner. The Well was TD'd and the liner was going to be the first phase of Well completion. I was double checking the tally of the upcoming liner string along with planning for the makeup of the safety joints which we would need in the event of a well control situation while making up the different completion strings.

I heard the driller call the Toolpusher over the gia-tronics (rig intercom and communications system). There was a discernable urgency in the Drillers voice so I went over to the Toolpushers office, next door to mine, and asked what was going on. He said they dropped a joint of pipe. I rushed to the rig and entered the lower hallway outside the pump room where I encountered one of the roustabouts. I asked him what happened and he said something like "I don't know" while shaking his head and walking past me. I went down the hallway into the pipeshed where I could see the dropped joint of pipe laying a little sideways across the skate system in the shed, though the carriage was still in the air at the rig floor. I walked down the skate looking at the pipe and for any immediate serious damage then went to the other side and proceeded up the stairs to the rig floor. At the top of the stairs, I seen a few rig hands huddled together, then noticed someone laying on the ground. At this point I realized that someone must have been struck by the dropped joint. I started to tell someone to call for the emergency response team to which they informed me that the call had already been made, and that they were on their way. I didn't really know how bad the situation was until I heard someone say he wasn't breathing. The gravity of the situation really hit me when they rolled [REDACTED] over and I could see the blood and what I believe was a soaked roll of paper towel they were pressing to his head. There were two guys, I think, kneeling down on the other side of [REDACTED]. Someone then said he now didn't have a pulse at which time I was checking for a pulse myself and confirmed the assessment. One of the guys on the otherside, [REDACTED] I believe, then started CPR while the AED machine was gotten. I turned to tell someone to go get [REDACTED], (the Day DSM), up but was meet with a look that didn't give me confidence they would be able to achieve it fast enough. I told him instead to hold [REDACTED]'s neck stable and continue checking for a pulse while the CPR was administered. I then ran down to the satellite camp and woke Shane telling him we had a man down then ran back to the rig. I then helped in trying to organize guys into position to assist the coming emergency response team to the scene in the most efficient manner we could.

[REDACTED]

INCIDENT INVESTIGATION REPORT

Incident Name: Milne Point Drilling Fatality from Head Strike

Date and Time of Incident: December 7, 2018

Location: Milne Point Field, Alaska, E Pad, Well 35

Date of Report: December 19, 2018

Classification: Injury - Fatal

Executive Summary:

On December 7, 2018, at 03:40 AM a Drilling Rig Floorhand passed away at the Milne Point Medical Clinic as a result of injuries sustained from a blow to the head during an industrial accident. At approximately 02:28 AM the deceased worker (Injured Person – IP) was struck on the left side of his head by a joint of drill pipe that was 5" diameter X 31' in length, weighing approximately 700 lbs. A root cause incident investigation was conducted. The investigation revealed that the hydraulic elevators were opened, causing the joint of pipe to be released. The affected crew called for the facility emergency response team while rendering first aid care, followed by CPR. Trained medical responders were on the scene within three minutes and a qualified Nurse Practitioner (NP) stationed at Milne Point arrived at the scene and rendered care within nine minutes of the incident. After having transported the IP to the Milne Point Clinic, resuscitation efforts continued for a total of 72 minutes. The IP was pronounced deceased at 03:40 AM by the NP who was in consultation with the Medical Director for Beacon Occupational Health and Safety Services. Required notifications to law enforcement authorities and regulatory agencies were made beginning at 04:12 AM. The accident scene was immediately secured pending release of scene by law enforcement authorities.

Description of the Incident:

On the morning of December 7, 2018 an eleven person contract drilling crew was pulling pipe out of well and placing it in the pipe shed utilizing an alternating current (AC) drilling rig. The work crew in the immediate area (Affected Crew) consisted of:

- A Driller operating the driller's controls and a Motorman being mentored by the Driller in the drill rig doghouse
- Three Drilling Rig Floorhands (1,2,3) who performed tasks on the drill rig floor
 - Floorhand – 1 (Off Driller's Side)(ODS)
 - Floorhand – 2 (Driller's Side)(DS)
 - Floorhand – 3 (IP)(Center)
- A Derrickhand and a Roustabout working in the pipe shed

The work crew began their work shift at midnight on December 7, 2018. The crew completed their pre-tour coordination and safety meeting at approximately 00:15 AM and began normal drill rig activities of removing the drill string from well and placing single joints of drill pipe into the pipe shed. Normal drill rig activities continued for approximately two hours without any anomalies or incidents.

Immediately before the time of the incident the IP was standing on the DS of the rotary table towards the drawworks. Floorhand 1 was on the ODS of the rotary table, further towards the drawworks than the IP, but still on the rotary table. Floorhand 2 was on the DS towards the V-Door, between the rotary table and the pipe rack. The Motorman was in the Doghouse behind the Driller observing the Driller to learn driller's duties. As the Driller continued to pull drill pipe out of the well, he was verbally describing his actions to the Motorman. The Driller maintained console control, viewing the rig floor and Floorhands through the doghouse window while operating the drilling console. While the Driller continued lowering the joint of drill pipe onto the catwalk (which is in the V-Door) and describing his actions to the Motorman, the IP was walking around the rotary table while spray painting the box end of the drill pipe (the stump) in order to identify it as bad. While the IP was moving around the stump in the rotary table, the Driller actuated the 2-stage opening mechanism, causing the elevators to open. The Driller tried to stop the opening of the elevators by engaging the "close" button on the driller's joystick, while also yelling over the intercom to alert the crew. Floorhands 1 and 2 heard the yell and reacted to the Driller's warning. The IP did not appear to respond to the warning, and was struck by the drill pipe which fell approximately 28'.

Factors of Consideration:

The following conditions existed at the time of the incident:

- The contract drilling company had been operating the AC drilling rig since December 15, 2016, when the rig started drilling operations on the North Slope.
- The crew had drilling rig experience ranging from one to forty years.
- Affected crew personnel had 18 hours off duty prior to the start of the shift on 12/7/18.
- Affected crew personnel were trained in their primary duties.

Contributing Factors to Incident:

Contributing factors and root causes titles from Comprehensive List of Causes

1. Distracted by Other Concerns 4-2: Driller was mentoring Motorman while operating the drilling rig. His attention was split between the routine task of operating the control console as part of normal operations, and mentoring.
2. Routine Activity without Thought 4-8: Driller was operating hydraulic elevators while also mentoring the Motorman on the driller console. Driller's attention was not fully on the task of simultaneously operating the hydraulic elevators and top drive controls. Driller did not recall functioning the 2-stage opening mechanism of the hydraulic elevators.
3. Improper position or posture for task 1-5: IP was performing a task under a secured overhead load.

4. Engineering/Design Other 10-9(improve upon current design): Hydraulic elevators were able to be opened with no elevation restriction. Drill rig elevators are typically designed to allow the Driller to open elevators at any height for contingent operational reasons. The opening function of the elevators was designed with a 2-stage opening mechanism to prevent the Driller from inadvertently opening the elevators.

Root Causes of Incident:

1. Extreme Concentration or perception demands 4-8: Driller was performing two tasks at the same time (operating & mentoring).
2. Inadequate Implementation of Work Rules, Policies, Standards, Procedures due to Contradictory Requirements 14-3: Safe work practices were in place to limit worker exposure to overhead loads. However, while performing drill rig activities workers are exposed to secured overhead loads while the top drive is in motion and drill pipe is being moved with elevators. In this instance, IP was performing a task on the drill rig floor (i.e., spray painting bad pipe) while under a secured overhead load.

Corrective Actions of the Incident:

1. CA1: When training or mentoring on the drillers console, give verbal communications to the crew about training or mentoring and operate drill rig at reduced speed. Toolpusher must authorize mentoring or training activities, each time. – Toolpusher, Start implementation at re-start
2. CA2: Reaffirm to drillers and rest of crew that when distractions are introduced to the doghouse, Driller is empowered to stop all rig floor activities until the distraction is removed/resolved – Toolpusher, Start implementation at re-start
3. CA3: Prior to re-start, Initiate and implement hazard hunt process prior to re-starting rig operations – Toolpusher
4. CA4: Prior to re-start, conduct Pre-Start up & incident review safety meeting with rig crew – Toolpusher
5. CA5: Prior to re-start, the Company Man and Toolpusher will reinforce with crew members the long-standing message to restrict work under a suspended load. The Company Man and Toolpusher will develop a list of activities that will not be permitted while the top drive is in motion (e.g., spray painting the box end of the drill pipe (the stump) when it is in the rotary table and while the driller is manipulating drill pipe above the rotary table), maintain an updated list, and add it to JSA's as applicable.
6. CA6: Prior to re-start, discuss with Ariss Controls and Technology establishing engineering controls to ensure hydraulic elevators cannot be opened outside of the safe zone. Options include setting PLC operational limits for the hydraulic elevators. Establish safe zones with height restrictions where hydraulic elevators are able to open in conjunction with the current 2-stage opening mechanism. An override function, operated by the driller, would enable hydraulic elevators to open outside the programmed limits when required for non-routine operations.

This override would reset automatically. The new process will go through the Hazards Analysis Process before implementation. – Rig Foreman

7. CA7: Hilcorp Drilling and Kuukpik Drilling will visually inspect and conduct a function test of the elevators prior to resuming operations, and will document the inspection and testing with video and a report.

Investigation Team:

[REDACTED], Superintendent – Team Leader (Kuukpik Drilling LLC (KD))
[REDACTED], Safety Manager – Team Member (KD)
[REDACTED], Safety Representative – Team Member (KD)
[REDACTED] – Team Member (KD)
[REDACTED], Safety Representative – Team Member (Hilcorp Alaska LLC)
[REDACTED], Safety Representative – Team Member (Hilcorp Alaska LLC)
[REDACTED] – Team Member (Hilcorp Alaska LLC)
[REDACTED] – Team Member (Hilcorp Alaska LLC)
[REDACTED], Operations Manager – Team Member (Hilcorp Alaska LLC)
[REDACTED], Drilling Superintendent – Team Member (Hilcorp Alaska LLC)
[REDACTED], Drilling Manager – Team Member (Hilcorp Alaska LLC)
[REDACTED], Rig Foreman – Team Member (Hilcorp Alaska LLC)
[REDACTED], Drill Site Manager – Team Member (Aurora Drilling LLC)
[REDACTED], Drill Site Manager – Team Member (Aurora Drilling LLC)

INSPECTED BY: ██████████

DATE: 12-14-18

DESIGNATION: DRILLING SUPERINTENDENT

SIGNATURE:

APPROVED BY: ██████████

DATE:

DESIGNATION: DRILLING MANAGER

SIGNATURE:

Details

LICENSE DETAILS

License #: 961800

[Print Business License](#)

Business Name: HILCORP ALASKA, LLC

Status: ACTIVE

Business Type: LLC

Issue Date: 08/04/2011

Expiration Date: 12/31/2018

Primary Line Of Business: 21 - Mining

Primary NAICS: 213111 - DRILLING OIL AND GAS WELLS

Secondary Line Of Business:

Secondary NAICS:

Mailing Address: 3800 CENTERPOINT DRIVE, SUITE 100, SUITE 1400,
ANCHORAGE, AK 99503-5826

Physical Address: 3800 CENTERPOINT DRIVE, SUITE 100, SUITE 1400,
ANCHORAGE, AK 99503-5826

Owners

HILCORP ALASKA, LLC

Endorsements

No Endorsements Found

[Close Details](#)

[Print Friendly Version](#)

Alaska Business License #

961800

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing

P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

HILCORP ALASKA, LLC

3800 CENTERPOINT DRIVE, SUITE 100 ANCHORAGE AK 99503

owned by

HILCORP ALASKA, LLC

is licensed by the department to conduct business for the period

October 06, 2016 through December 31, 2018

for the following line of business:

21 - Mining



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Julie Anderson

DEPARTMENT OF LABOR



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OSHA ▾ WORKER ▾ EMPLOYER ▾ STANDARDS ▾ ENFORCEMENT ▾ CONSTRUCTION TOPIC ▾ NEWS/RESOURCES ▾ DATA ▾ TRAINING ▾

Establishment Search Results

Establishment	Date Range	Office	Zipcode	State
Hilcorp Alaska LLC	04/17/2014 to 04/17/2019	all	all	AK

Please note that inspections which are known to be incomplete will have the identifying Activity Nr shown in italic. Information for these open cases is especially dynamic, e.g., violations may be added or deleted.

Sort By: Date | Name | Office | State

Return to Search ↻

Results 1 - 8 of 8

By Date

Get Detail

Select All

Reset

	#	Activity	Opened	RID	St	Type	Sc	SIC	NAICS	Vio	Establishment Name
<input type="checkbox"/>	1	<i>1365178.015</i>	12/07/2018	1050210	AK	Unprog Rel	Partial		213111		Hilcorp Alaska, Llc
<input type="checkbox"/>	2	1313371.015	05/02/2018	1032100	AK	Planned	Complete		213111	2	Hilcorp Alaska, Llc
<input type="checkbox"/>	3	1313336.015	05/01/2018	1032100	AK	Planned	Complete		213111	2	Hilcorp Alaska, Llc
<input type="checkbox"/>	4	1223237.015	03/20/2017	1032100	AK	Planned	Complete		211111		Hilcorp Alaska, Llc
<input type="checkbox"/>	5	1223247.015	03/20/2017	1032100	AK	Planned	Complete		211111	1	Hilcorp Alaska, Llc
<input type="checkbox"/>	6	1114794.015	12/30/2015	1050210	AK	Referral	Records		213111	2	Hilcorp Alaska, Llc
<input type="checkbox"/>	7	1081935.015	07/27/2015	1032100	AK	Planned	Complete		211111	4	Hilcorp Alaska, Llc
<input type="checkbox"/>	8	1081962.015	07/27/2015	1032100	AK	Planned	Complete		211111	3	Hilcorp Alaska, Llc

UNITED STATES
DEPARTMENT OF LABOR

Occupational Safety and Health Administration
200 Constitution Ave NW
Washington, DC 20210
☎ 800-321-6742 (OSHA)
TTY
www.OSHA.gov

OSHA's Form 300A (Rev. 01/2004)

Summary of Work-Related Injuries and Illnesses

Year 2015



U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete.

Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the log. If you had no cases write "0."

Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR 1904.35, in OSHA's Recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
<u>0</u>	<u>2</u>	<u>0</u>	<u>1</u>
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
<u>194</u>	<u>0</u>
(K)	(L)

Injury and Illness Types

Total number of... (M)	(1) Injury	(2) Skin Disorder	(3) Respiratory Condition	(4) Poisoning	(5) Hearing Loss	(6) All Other Illnesses
	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Post this Summary page from February 1 to April 30 of the year following the year covered by the form

Public reporting burden for this collection of information is estimated to average 58 minutes per response, including time to review the instruction, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistics, Room N-3644, 200 Constitution Ave. NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment Information

Your establishment name Hilcorp Alaska, LLC

Street 3800 Centerpoint Dr, Suite 100

City Anchorage State Alaska Zip 99503

Industry description (e.g., Manufacture of motor truck trailers)
Crude Petroleum Natural Gas Extraction

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)
n/a

OR North American Industrial Classification (NAICS), if known (e.g., 336212)
2 1 1 1 1 1

Employment Information

Annual average number of employees 516

Total hours worked by all employees last year 1,101,495

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[Redacted Signature] Carl A. Jones Safety Manager
Company executive Title

(907) 777-8300 1/20/2016
Phone Date



Summary of Work-Related Injuries and Illnesses

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary. Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0." Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	2	0	4
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
32	0
(K)	(L)

Injury and Illness Types

Total number of... (M)			
(1) Injuries	6	(4) Poisonings	0
(2) Skin disorders	0	(5) Hearing Loss	0
(3) Respiratory conditions	0	(6) All other illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 50 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any other comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3044, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment Information

Your establishment name Hilcorp Alaska, LLC

3800 Centerpoint Drive,
Suite 1400

Anchorage Alaska 99503

Oil & Gas production and distribution

Standard Industrial Classification (SIC): 3511

North American Industrial Classification (NAICS): 211111

Employment Information

Annual average number of employees 502

Total hours worked by all employees last year 1,067,536

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[Signature] Safety Mgr

Company Executive TITLE

907-777-8327 2/1/2017

Phone Date



Summary of Work-Related Injuries and Illnesses

U.S. Department of Labor
Occupational Safety and Health Administration

Form approved OMB no. 1218-0176

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary. Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0." Employees, former employees, and their representatives have the right to review the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases

Total number of deaths	Total number of cases with days away from work	Total number of cases with job transfer or restriction	Total number of other recordable cases
0	1	1	2
(G)	(H)	(I)	(J)

Number of Days

Total number of days away from work	Total number of days of job transfer or restriction
61	94
(K)	(L)

Injury and Illness Types

Total number of... (M)			
(1) Injuries	4	(4) Poisonings	0
(2) Skin disorders	0	(5) Hearing Loss	0
(3) Respiratory conditions	0	(6) All other illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.

Public reporting burden for this collection of information is estimated to average 50 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any other comments about these estimates or any other aspects of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

Establishment Information

Your establishment name Hilcorp Alaska, LLC

Street 3800 C Street, Suite 1400

City Anchorage State Alaska Zip 99503

Industry description (e.g., Manufacture of motor truck trailers)
Oil and gas extraction and production

Standard Industrial Classification (SIC), if known (e.g., SIC 3715)
1311

North American Industrial Classification (NAICS), if known (e.g., 336212)
211111

Employment Information

Annual average number of employees 489

Total hours worked by all employees last year 1,015,204

Sign here

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

[Signature] *SR. Vice President*

Company Executive [Redacted] Title [Redacted]

Phone 907-777-8300 Date 2-1-18