

ICAAMC – HSE Committee Meeting Minutes

Tuesday 11 March 2014

Amsterdam Airport – Sheraton Hotel

Attendees:-

Ateliers Francois – Hugues Rolin
Dresser Rand – Ronan le Bayon
Elliott Group - Andrea Farnesi
Elliott Group - Steve Hillebrand
GE Oil & Gas - Alessandro Cambi
ICAAMC Chairman - Philip Daubeney
ICAAMC General Secretary - Crispin Dunn-Meynell
Ingersoll-Rand – Alfred Koehne
MAN Diesel & Turbo – Daniel Querin
MHI - Gred Littleton
Rolls Royce - David McCall (in the Chair)
SIAD – Giacomo Rota
Siemens AG – Guido Roder

Meeting Notes

11-03-1. Opening

Opening Remarks – Philip Daubeney

Corporate Compliance, signed by all attendees.

Notes on meeting 29 October 2013 approved.

11-03-2. Safety Moments and Highlighted LTIs

a) Be aware of your environment – SH shared need to be aware of your environment, especially in a new situation, or when you are tired, and gave the example of the low bollards at the airport.

b) Work Safe – be Safe – GR shared a Canadian safety magazine website
<http://www.worksafefbc.com/>

11-03-3. Lifting & Crane Safety

Following on from the discussion at the previous meeting:-

Mr Roder shared the Siemens guidance checklist for construction sites.

Always pressure to get the job done. Need a stop-work process when a risk is perceived. Not easy issue for staff at remote locations. Even when staff know its not right, sometimes difficult to say no to client's demands to continue. Felt would be very useful to be able to refer to higher management reference for the decision on whether a risk is worth taking, enhanced by something that they can show that takes the responsibility away from them (ie. written instructions on stopping work when there is risk).

Lifts may pass an inspection, but don't know what is the in-operation integrity. Centre of gravity is a key issue, with rotating identified as no. 1 risk and cause of near misses. Also consider type of lift – simple or complex – eg. radioactive should always be 'complex'.

Agreed ICAAMC should aim to have guidelines. In order that ICAAMC can make a summary, each company to submit what they are doing on lift guidance. Secretariat to make generic and combine into bullet points. Circ. internally first to gain consensus, then put summary on the Website.

SH shared a checklist Elliott prepared of 10 things to consider. Test lifts - not all companies felt this would add to safety.

11.03.4. LTI Metrics

a) EIGA

The EIGA incidents databank has been highlighted at the previous meeting. GR suggested we get the shell reporting of EIGA and share reports with them. However, currently only EIGA SAC members have access to the database and they are not comfortable to share safety reports for confidentiality reasons.

GR to follow up with EIGA and ask if we could have permission to view their database and what might be possible in terms of future co-operation

11.03.5. Deliverables – Best Practice Guidance

a) Field Guide to Working Safely on Site

WG - Karen White, Maria Amalia Martines and Daniel Querin.

Meeting discussed how this can be progressed. Each company has its own guidance, sometimes in great detail. Competency varies with market, not very aligned in most companies.

Need broad topics of what companies have in terms of safety plans and procedures. DQ undertook to do first draft overview of the basics (behavior based for the guys on site), then ask members to come back with what they have on these headings, and anything else to include. Comments within 2 weeks. It should then become clear if micro-guides are needed for some aspects.

11.03.6. Crisis Management

Topic requested by Turbo committee. Meeting discussed how we could address this as a group.

Atlas Copco presentation shared with the Forum.

Risk management - involves assessing potential threats and finding the best ways to avoid those risks. Many companies use a risk assessment tool before sending staff to an area to grade risk and explore if it can be reduced (and if not, then don't send staff). eg. AON risk assessment <http://www.aon.com/unitedkingdom/products-and-services/risk-services/risk-services.jsp> which is linked to American Express travel booking, which allows planning to reduce assessed risk score.

Crisis management - involves dealing with threats before, during, and after they have occurred. Be it a 'sudden' crisis or a 'smoldering' crisis, by its very nature a crisis is (a) unplanned (b) poses a threat, (c) with a short decision time. Most members use an external company to lead on a potential crisis; operational desk to deal with and take decisions on action - containment and control; staff trained to assess, understand, and cope with a serious situation, determine actions need to be taken and manage recovery procedures. Very important to make staff aware – and reminded - of emergency contact details before they leave.

Key is a formal a situation based management system that includes clear roles and responsibilities, with a 24 hour help line. Almost all have a specific location from which action is coordinated, with high level interaction with senior management, stakeholders, government etc. quickly. Take it out of hands of local people not necessarily trained for such events.

Most don't have a pre-planned process for evacuation and rely on a third party to take the necessary actions.

GR said EIGA SAC are preparing a 'Guidelines for Crisis Management' which will be freely available on their Website but is not yet ready. Could be a useful reference of what another group have thought of.

DMcC undertook to do a summary of discussion for consideration by the group, range of choices and pre-planning. Then go to May meeting for committees to discuss guidance.

11.03.7. Suspended Trauma – Topic from previous meeting. GR presented a draft to EIGA SAC, who plan to publish guidance. Forum in ENI (Italy) will also be discussing.

11.03.8. Electrical – AK shared a presentation on 'Electrical – Arc Flash Safety'. This included

- Arc flash causes
- 5 hazards that maim or kill:- Thermal - Pressure - Auditory - Projectile - Inhalation
- Standard work process
- Risk assessment
- Training
- Clothing and equipment

To share with group. Possible future ICAAMC guidance note.

11.03.9. Proposal for Work Item on Toxic Chemicals

GR shared with the group an EIGA work item request for work on 'Toxic Chemical Exposure' – Secretariat to circulate to Forum.

11.03.10. Incidents Shared with Group:-

a. Transport – DQ shared with group an issue with a truck used to transport a compressor. Beam of trailer of truck was cracked.

DMcC commented that RR policy is that their responsibility ends at the moment the equipment leaves the factory gate, however that is not always possible as some customers push for RR to be responsible for the transport. The meeting agreed this is the preference, but customer may require delivery as part of the contract.

Lessons learn: determine who commissions transport company and if it lies with manufacturer necessary checks need to be in place.

b. Last Minute Risk Analysis Card – DQ shared the MAN 'Last minute risk analysis card' a credit card aide-memoir which all staff carry in their pocket to remind themselves before they start work – short check list reminders + matrix of risk levels on reverse.

c. Strangulation by Grinder – GRd shared report of a fatal accident where neck warmer worn by operative caught in grinder, causing strangulation. Lessons learnt: stop workers wearing any loose fabrics that might get caught in machinery.

d. Head stud bolts / Tightening / Break – GR shared a historic report of multiple valve leaks over a 70 hour period and finally bolts tightened until they broke because tightening torque indicated in the user's manual (109 lb./foot) was higher than the correct torque (72 lb./foot). Lessons learn: in the case of multiple failures, testing should cease until cause determined.

e. Incorrect Lifting – GR shared a historic report about a delivery where the factory owner authorised unloading using 2 fork lift trucks, with staff acting a counterbalance, ending with an overbalance and workers falling.

Lesson's learnt: customer should be provided in advance with handling instructions on how to unload shipment. No person should ever be allowed to act as counter-weight.

11.03.11. End

NEXT HSE Committee Meeting – Sheraton Hotel, Amsterdam Airport, Thursday 30 October 10.00am start