

# The Language of HSE at H&P

## Frequently Used Terms

**HSE** – Health, Safety & Environment

**Actively C.A.R.E.**<sup>®</sup> – Actively Control and Remove Exposures; at H&P, safety is... Controlling And Removing Exposure for self and others

**LifeBelts** – H&P's safety rules that highlight actions that individuals must take to protect themselves and others from serious injury or fatality

**SIF** – Serious Injury or Fatality; a life-threatening, life-altering, or fatal injury

**Life-Threatening** – work-related injury or illness that required immediate life-preserving rescue action, and if not applied immediately would likely have resulted in the death of that person

**Life-Altering** – work-related injury or illness that resulted in a permanent and significant loss of a major body part or organ function that permanently changes or disables that person's normal life activity

**Fatal** – work-related injury or illness resulting in death

**Incident** – an unplanned and undesired event or chain of events that has, or could have, resulted in injury or illness or damage to assets, the environment or company reputation

**SIF Incidents** – Collectively SIF Actual, SIF Potential, and SIF Mitigated

**SIF Actual** – an incident in which there was an actual life-altering, life-threatening, or fatal injury;

**SIF Potential** – an incident with the potential for a life-altering, life-threatening or fatal injury; incidents

**SIF Mitigated** – An incident in which the potential was there for a life-altering, life-threatening or fatal injury but the potential was mitigated due to an intended barrier or control being in place;

**SIF Exposure** – SIF Actual + SIF Potential = SIF Exposure; incidents per 200,000 hours worked

**CAR and CAR/AR** – a method of feedback comprised of the following parts

- CAR: Success Feedback
  - Context / Action / Result
  - Transition to broader discussion
  - Follow-Up
- CAR/AR: Guidance Feedback
  - Context / Action / Result
  - Open ended question
  - Alternative action
  - Open ended question
  - Alternative result
  - Transition to broader discussion
  - Follow-Up

**COACH** – Care, Observe, Approach, Converse, Help; a proactive people-based approach to control and remove exposures

**Compass Cards** – a pre-job planning discussion guide in a portable, easily accessible format; helps to facilitate a JSA or conduct a hazard analysis on a new job that may not have a JSA; please note that the Compass Card does not replace the JSA

**Hierarchy of Controls** – a system used in industry to minimize or eliminate exposure to hazards. The hazard controls in the hierarchy are, in order of decreasing effectiveness:

- a. Elimination
- b. Substitution
- c. Engineering Controls
- d. Administrative Controls
- e. Personal Protective Equipment
- f.

**JSA** – Job Safety Analysis; helps identify the safe job steps, associated hazards for each step, and safe work practices to eliminate or control exposure to each hazard

**PJP** – Pre-Job Planning; the process of defining the work and methods for identifying hazards and their controls, JSA, scheduling, specific task assignment and pre-job briefing

**Near Miss** – incidents that under slightly different circumstances could have caused illness, injury or damage to assets, the environment or company reputation, but did not; all near misses shall be treated as incidents and shall be investigated and reported according to their potential severity

**Rig-Based Investigation** – investigation strategy for incidents not requiring a Taproot®

**Root Cause Analysis** – a process or procedure that helps guide people to discover and understand the initiating causes of a problem, with the goal of determining missing or inadequately applied controls and/or knowledge that will prevent recurrence

**SIF-Critical** – a task with identified potential to cause a serious injury or fatality

**SIF Decision Tree** – a tool used to determine if an incident had SIF potential

**SIF Exposure Alert** – a brief summary of the incident provided to rigs in order to raise awareness around SIF exposures. Can be used at any point during the investigation process.

**SIF Rate** – the number of SIF events per 200,000 manhours worked; This calculation can be used for all 3 different SIF categories, SIF -Actual, SIF -Potential, and SIF- Mitigated

**SLT** – Safety Leadership Team; members from multiple departments and all business units that monitor data, on a weekly basis at minimum, along with employee feedback to refine strategy and objectives related to safety

**Taproot®** – a systematic process and training for determining the root causes of accidents

**TRIR** – Total Recordable Injury Rate; incidents per 200,000 hours worked