



SEPCo Standards, Procedures, and Guidelines Quarterly Newsletter

December 2008

EP HSE Commitment and Policy

No harm to people and protecting the environment, as detailed in the [EP HSE Commitment & Policy](#), is a deeply held value to Shell Exploration and Production Company (SEPCo). In order to comply with this commitment and policy, SEPCo employees and contractors must meet the requirements communicated in SEPCo controlling documents located on the Standards/Procedures/Guidelines (SPG) web page at SEPCoContractor.com.

NOTE: This newsletter provides information on new and updated SEPCo HSE and Operations documents. Please forward this newsletter to others in your company who might benefit from this information.

SPG Web Page Access

Contractors can access current SEPCo HSE and Operations documents as follows:

- Visit the SEPCo Contractor HSE Home Page (<http://www.sepcocontractor.com/>).
- Click the link to Standards/Procedures/Guidelines (SPG).

A company name and password is required to access the SPG page. If you are not able to access this page or need a new password, please contact Kevin Hoffman:

- e-mail: Kevin.Hoffman@shell.com
- phone: +1 (504) 728-6099

To ensure that you receive future updates regarding SEPCo contractor standards, procedures, and guidelines, please provide Kevin Hoffman with the following information:

- Company
- Contact name
- E-Mail address
- Phone number

Revised Documents – October-December 2008

Revised documents published in the fourth quarter of 2008 are detailed below. To review content updated in revisions, refer to the awareness presentations associated with each document on the SPG page.

Revised Documents – October-December 2008 (Cont.)

Title	Description	Document Custodian
Revised (see awareness presentations on SPG page for revision details)		
Load Securement (HSE0134) Rev 0.4	Sets requirements for the securing of loads in transport, including those designated Critical Loads by SEPCo.	Bryon Rodriguez +1 (504) 728-0451
Safe Work Planning and Authorization (HSE0008) Rev 0.6	Ensures that work is planned and executed to protect the people, assets, environment, and reputation of SEPCo.	Jimmy Schwing +1 (985) 902-5234
Safe Practices for Aviation Operations (OPS0081) Rev 2.1	This interim update is issued to bring the Safe Practices for Helicopter Operations Manual into general alignment with current practice. By the end of calendar year 2008 or early 2009, a complete rewrite of the manual will be completed and this interim revision will be cancelled. The new manual will be applicable for all EPW aviation operations.	Travis Allen +1 (504) 728-4595
Bloodborne Pathogens (HSE0070) Rev 1.0	This Standard is in place to minimize the potential for transmission of bloodborne pathogens to EPW employees and contractors responding to medical emergencies.	Dr. Marcos Sanchez +1 (713) 241-6178

Contractor HSE Safety Management Process (CSMP) HSE Advisors

For questions regarding a particular document, please contact the Document Custodian listed on SEPCoContractor.com. For general contractor-related questions, please contact your CSMP HSE Advisor.

Name	Phone Number	Responsibility
Ronnie Jackson	+1 (281) 544 2504	HSE Assurance Manager
Billy Stidham	+1 (281) 544 2902	CSMP Team leader
Greg Hardy	+1 (303) 305-7804	Rockies
Mike McRill	+1 (281) 544-2438	South Texas / Louisiana Onshore
Donald Faucheux	+1 (504) 728-4833	GOM Wells / Louisiana Onshore
Daniel Dupre	+1 (504) 728-7011	GOM Prod./Const./Logistics
Bill Wester	+1 (907) 771-7216	Alaska & Geophysical Operations
Jim Hiebert	+1 (281) 544-5793	Aviation & Legacy & GOM Prod./Const./Logistics support
Damon Buster	+1 (281) 544-3686	Unconventional Resources
Ron Czura	+1 (403) 691 2073	SCAN Production