**Safe Work Requirement**

Emergency Response Plan

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| Purpose The Emergency Response Procedure is compiled for ECDC drilling, work over and other related wells operations in Egypt. The purpose of this manual is to control any emergency events in rig site and reduce the harmful results immediately. Scope The scope of the procedure includes the roles and responsibilities of ECDC Management Teams and Subcontractors in emergency response. Risk Classification In Egypt, ECDC will encounter two different kinds of risk, Operation risk and security risk. Operation risk includes Personnel Injury, Fire and Blow Out, H2S etc. Security risk may includes Terrorist Attack, Kidnap, Crime, etc.  Glossary of Terms and Abbreviations  The following terms and abbreviations are used throughout this manual:   |  |  | | --- | --- | | ECDC | Egyptian Chinese Drilling Company | | GM | General Manager | | Client | The operating oil company  for which ECDC is contracted | | OGP | Oil Gas Producer | | WMT | Well Management Team | | RMT | Rig Management Team | | ERT | Emergency Response Team | | ECR | Emergency Co-ordination Room | | MRG | Management Response Group | | PRO | Public Relations Officer | | OSC | On Scene Commander | | POB | Person On Board | | RM | Rig Manager | | IP | Injury person |  organisationEmergency Response Policy It is the policy of ECDC to ensure that **ALL PROJECT** is properly prepared to respond effectively and efficiently to any foreseeable emergency situation involving drilling, work over and other related wells operations under control in Egypt.  The main priorities, in order of importance, are:   1. **Safety of Personnel** 2. **Protection of Environment** 3. **Protection of Equipment** 4. **Protection of Investment** 5. **Reputation of Company**  Organisation and Responsibilities       **Organisation** The Emergency Response overall operational organization is shown below. It includes all the key appointments applicable to drilling, work over and other related wells operations and the management hierarchy.  006  There is the overall Emergency Response Organisation. If any Emergency events happen, General Manager will convene any or all of the following resources:   1. Management Response Group (MRG) 2. Emergency Response Team(ERT)   **General Manager** activates ECDC office as the Emergency Co-ordination Room (ECR) between ECDC Main Office and Headquarter Office due to the situation.  **Deputy General Manager (DGM)** shall be the communication link between the ECDC Base Camp , ECDC Main Office and Client Office. Emergency response shall be conducted by the **Deputy General Manager.**  **HSE Manager** instructs the emergency response according to the situation as per emergency response procedure.  **Rig Manager** Commands rig emergency response teams (ERT) on the rig site under the umbrella’s ERP of client. **Responsibility** In order to preserve life, minimise damage and protect the environment, all ECDC and subcontractor employees shall be familiar with their responsibility and implement their responsibility during the emergency events.   1. **General Manager** 2. Make decision and take action according to the situation of the emergency events. 3. Convene the Management Response Group if required for additional support. 4. Convene the Management ERT if further assistance is required. 5. Liaise with head office in China and Client TOP Management. 6. **Deputy General Manager(DGM)**   DGM and his delegate will take over General Manager’s responsibility to conduct Emergency organization, if General Manager is not on duty.   1. Inform General Manager of current situation. 2. Make decision and take action according to the situation of the emergency events, as required. 3. Maintains contact between the scenes and MRG to ensure all necessary resources are being mobilised and that all parties know exactly what the latest actions taken are. 4. Maintains contact with the Client Management. 5. **HSE Manager** 6. Follow General Manager and DGM’s Command. 7. Assist DGM and instruct the emergency response actions. 8. Liaise with Site HSE supervisors and update the latest situation. 9. Liaise with ECDC HSE International department of Head Office in China. 10. **Management Response Group**   If necessary, the Management Response Group (MRG) will be mobilised at Base Office in conjunction with the General Manager. The MRG will provide additional support and will comprise the **Logistic Manager, Financial Manager, HR Manager, etc**.   1. MRG shall be responsible for making sure emergency materials, human resource and other resources available. 2. MRG shall liaise with Government Authorities, Client, Public Relations and 3-rd parties as required. 3. MRG shall supply Technical Support as required. 4. **Operation Manager** 5. Inform DGM of current situation. 6. According to DGM’s decision and take action. 7. Coordinate all recourses from clients and local authorities . 8. Maintains contact with Client Representatives. 9. **On Scene Commander**   **Client site representative is the first on scene commander in rig site, and Rig manager is the second On Scene Commander in rig site. Rig Manager Commands rig emergency response teams (ERT) on the rig site under the umbrella’s ERP of client.**  **Base Manager is On Scene Commander in camp site.**   1. According to the situation command the ERT and take action immediately. 2. Report current situation on the scene to Line Manager and Client’s site representative for the further support if required. Rig Manager Report to Operation Manager. Camp Manager report to Operation Manager. 3. Manage and co-ordinate all activities on the event site, and ensure emergency response effort is directed in order to observe the priorities. 4. **Emergency Response Team**   ERT on the site follow on scene commander’s order. If the situation changes then the initial plan may need to change to reflect circumstances, this decision should be made by the On Scene Commander unless the situation is life threatening and the ERT member has to act on his own initiative. There are three kinds of ERT on the site, Rescue Team, First Aid Team and Fire Fight Team.   1. **Rescue Team**   Rescue team is composed by two group, two person each one. If anybody missing after counting at musters point, Rescue Team goes inside the location according to the on scene commander’s order.   1. Follow the order of on scene commander. 2. Follow the rescue route during searching inside the location. 3. They shall wear proper PPE before going inside the location. In rig site such as wear SCBA if there are H2S, toxic gas or flammable gas inside the location, wear fire resistant suits if there was fire inside the location. 4. First they must confirm the information of the missing people. 5. If missing people were found, they should help him evacuate out of the location, and call the First Aid team if required. 6. **First Aid Team**   First Aid team is composed by four persons; two of them shall be the first aider at least. If anybody gets injury, First Aid Team should carry out first aid support. An assessment need to be done firstly before any attempt is made at rescue.   1. Follow the order of on scene commander. 2. If anybody gets injury, according to the current situation, two persons go to take the correct stretcher; two persons check the IP and keep the scene clear. 3. Carry the IP on to the stretcher with the correct way, and send into site clinic. 4. If anybody missing, First Aid Team gets ready at muster point. 5. **Fire Fight Team**   Fire fight team is composed by four persons; one shall be the mechanic, assistant mechanic in rig site, motor in camp site. If there is fire inside the location, Fire Fight Team goes to put out the fire according to the current situation.   1. Follow the order of on scene commander. 2. First identify the type of the fire and make sure where the fire is. 3. According to the current situation, put out the fire in the correct way. 4. If it is “A” fire, fire fight team connect the fire hose to put out the fire, the mechanic, assistant mechanic or motorman start the fire pump and make sure it working continuously.  **Classification of Incidents** There are three classifications of incidents: Major, Serious and Minor. One of these may be used within the initial transmission of information about the incident; this will indicate its severity but without broadcasting details that might give rise to problems with the media.  The following general criteria should be used when classifying incidents:   1. **Major** 2. Catastrophic such as Massive Explosion 3. Large Numbers of Casualties 4. Massive Equipment or Asset Damage 5. Kidnap 6. Potential Loss of Entire Rig and rig site 7. Potential Massive Environmental Pollution 8. **Serious** 9. Some Casualties 10. Large Scale Equipment or Asset Damage 11. Massive Environmental Pollution 12. Partial or Complete Evacuation 13. **Minor** 14. Injury (Lower than LTI level) 15. Minor damage  **Communications** **General Report flowchart as bellows:**  Description: C:\Users\USER\AppData\Roaming\Tencent\Users\1045450198\QQ\WinTemp\RichOle\DJ[0Y`042C85MYXT_91CRT8.png  The Emergency Report flow chart and instructions shall be aware by all the crew. And this flowchart and instruction in line with Client emergency contact shall be paste in office, meeting room or other visible places. The detail of the report is below:   1. If any incidents happen in the rig site, the witness must report to rig HSE supervisor and Rig Manager immediately; if sub-contractor is involved, subcontractor site staff reports to subcontractor line manager and communicate the information to ECDC rig manager immediately. ECDC Rig Manager or HSE supervisor shall inform the client site representative at first time. 2. After getting the report , HSE supervisor and RM shall check the incident spot. Accordingly RM launches the related Emergency Response Procedure. 3. HSE supervisor report operation incidents to HSE Manager; RM report to Operation Manager; Operation Manager Report to DGM. 4. DGM report to GM, Rig Manager or HSE can report GM directly in case of urgent conditions. 5. GM directly report to China Head office if urgent, all incidents will be included in monthly incident report normally. 6. The first investigation must be started by RM and HSE supervisor after finishing emergency response on location. 7. RM, Operation Manager, HSE manager, DGM and GM shall keep contact with Client court-part in line with Client EPR.   **Emergency Telephone Number**  Office Manager shall check the Emergency Telephone Number every month to make sure the reliability of these numbers. All departments and rig site shall post the Emergency telephone number in their office, meeting room, watch room and some other visible places. EMERGENCY RESPONSE ACTIONS    MEDICAL AND FATALITY EMERGENCY Medical Evacuation (MEDEVAC) is adopted in cases where a person is suffering from an illness or injury that requires hospital treatment. The seriousness of the illness / injuries shall dictate when evacuation is used and how evacuation will be carried out.  Where, in the judgement of the Medic, the injuries are serious and require urgent treatment before movement, the Medic, after stabilising the patient, will consult with the nominated doctor at closest hospital or Clinic.     1. When Witness finds someone injured in the rig site, he must report to site nurse, rig manager, HSE supervisor immediately. 2. Site Nurse, Rig manager & HSE reach the scene to check the situation. 3. At the same time rig manager report to site client representative and operation manager, HSE supervisor report to HSE manager. 4. According to situation rig manager command the First Aid ERT rescue the injury person with correct way and correct tools. 5. The ERT use stretcher and ambulance send the IP to field clinic for the treatment. 6. If necessary transfer the IP to hospital by client helicopter. 7. According to the situation, Project Manager report to GM to mobilize the Management Response Group and make decision.  FIRE **General Information**  A minor fire can quickly escalate out of control. Extreme caution must always be exercised when responding to such an emergency. The prime concerns are the preservation of life, the protection of property and the environment.  **f-1**   1. The person who finds the fire must first raise the alarm, not attempt to fight the fire. 2. Hear the fire alarm, most of crews on the site stop their job and gather at the Muster point, and get the POB card by themselves. If possible crews should carry the extinguisher to the Muster point. But the floor man shall help the driller close the well first and then evacuate with driller to the Muster point. 3. According to the witness, Rig manager identify the type, position and situation of the fire.HSE supervisor or Site coordinator counter the number of the crew, and anybody missing shall report to rig manager immediately. Rig manager report to operation manager and client’s site preventatives the current situation. 4. If the fire can be controlled, rig manager send the Fire fight ERT to put out the fire with the fire hose or extinguisher. At the same time send the Search ERT to search the missing crew in the location. 5. If fire cannot be controlled, rig manager contact with the Client to ask for the local government fire fight team. Report the current situation to operation manager. 6. According to the situation, operation manager report to DGM to mobilize the **Management Response Group and make decision.**  ESCAPE OF H2S OR Flammable GAS  1. **General Information**   Any escape of H2S or other flammable gases can result in a hazard to personnel through gas asphyxiation, therefore the prime concern is the preservation of life and extreme caution must be exercised when responding to such an emergency. Personal gas monitors would be issued if it were known that the possibility of H2S or toxic gas was present.  If H2S or CO2 is a probable risk at the well location, a formal H2S Contingency Plan will be prepared as an annex to this document. Otherwise, it is critical that actions are taken to ensure that procedures are in place in the unlikely event that H2S may be present. Such actions shall include the following:   1. Breathing apparatus of the airline mask or other suitable type should be available at key locations such as the drill floor and shakers. It should be noted that use of canister respirators should be restricted to emergency evacuation and controlling the immediate situation only. For all other activities compressed air breathing apparatus must be worn. 2. Installation on the drill floor of an H2S alarm audible throughout the well location 3. Basic training in H2S emergency management to all personnel. 4. **Emergency Response**      1. Hear the alarm of the H2S, most of the crews on the rig site stop their job and gather at the Muster point chosen by the upwind. On the rig floor driller and floor man wear the SCBA and shall close the well with BOP immediately. 2. At the muster point, all the crews get their POB Cards. HSE supervisor or Site coordinator counter the number of the crew, anybody missing shall report to rig manager immediately. Rig manager reports to operation manager and client’s site representative. At the same time HSE supervisor report to the medic and HSE manager. 3. According to the situation of the event, Rig manager decide to send the Search ERT to search in the location. 4. First identify the missing crew, then two rescue team ware the SCBA and follow the search route go inside to search. They must search each room to make sure nobody in the room. 5. If the two rescue team find the missing person, immediately remove unconscious person to fresh air or fit resuscitator. 6. When return back the muster point, carry the person get further treatment. 7. If nobody missing or the situation is serious we follow the command from operation manager. 8. According to the situation, operation manager report to DGM to mobilize the Management Response Group and make decision..  LOSS OF WELL CONTROL  1. **General Information**   Response to a loss of well control depends upon the seriousness of the situation, and whether secondary control failure is partial or total. If partial the evacuation of all non-essential personnel should be considered. If a total failure occurs and an uncontrolled blowout develops the immediate evacuation of all personnel will probably be necessary.  In this procedure the term ‘crew’ is used to denote the service team engaged in drilling, workover operations. A comprehensive Well Control Policies and Procedures document exists which governs all actions to be taken in the event of a loss of well control. These policies and procedures shall be adhered to at all times.  The following is a summary of the actions to be taken and shall NOT at any time replace the policies and procedures defined in the Well Control Policies and Procedures Manual.   1. **Emergency Response**      1. Witness finds kick, report to Driller immediately. 2. Driller does the flow check and confirms the kick immediately. 3. Driller sounds the kick alarm and organizes floor man to shut in the well. 4. Hear the alarm most of staff gathers at the muster point. After shut in the Well driller and floor man gather at muster point. 5. HSE supervisor or Site Coordinator counters the number of the crew, if anybody missing shall report to rig manager immediately. Rig manager report to operation manager and client’s site representatives the current situation. At the same time HSE supervisor report to the HSE manager. 6. Driller report the stand pipe pressure and casing pressure to Rig manager. If the situation can be controlled, Rig manager decide to send the Search ERT to search in the location. 7. Rig manager report operation manager and contact with client site representative make a plan to kill the well. 8. If the situation cannot be controlled, Rig manager make sure all the crews evacuate to a safe place. Operation manager reports to DGM and GM to mobilize the **Management Response Group and make decision.**  SECURITY INCIDENTS  1. **General Information**   Even the security situation is very well in Egypt, it may have some potential security risks, the security incidents including:   1. Terrorist attacking 2. Kidnapping, etc. 3. **Kidnapping**      1. When the kidnapping happen, the kidnapped must keep calm and seek the chance to escape. If no chance to escape, he must obey the kidnapper and seek the chance to send help. 2. Receive or find anybody missing or kidnapping, RM must select relative information and report to operation manager and client site representatives immediately. 3. Rig manager report to DGM to mobilize the **Management Response Group and make decision.** 4. If possible, contact with client for the search team. 5. GM report to China head office, Client, embassy and local authorization to ask help. 6. **Terrorist attacking** 7. When terrorist attacking happen, RM must report to operation manager, HSE manager and client site representatives immediately. 8. Close the site immediately and all the staff gather at safe place. 9. Arrange the staffs evacuating if possible. If no chance to evacuate, stay in safe place and waiting for the rescue from client filed security force or government force. 10. HSE Manager report to DGM to mobilize the **Management Response Group and make decision.** 11. GM report to China head office, Client, embassy and local government to ask help.  MISSING PERSON –WELL LOCATION  1. **General Information** No person is permitted to leave the confines of the rig location or the Base Camp during their stay at the well location without the explicit permission of the Rig Manager in Well location and Base Manager in Base Camp. 2. **Emergency Response** 3. If find someone missing in the rig site, report to rig manager, immediately. 4. Rig manager and HSE identify who is missing and when he is missing. 5. Rig manager command ERT search in the location. 6. If the ERT cannot find the missing people. Rig manager shall inform client’s site representative and report it to operation manager and HSE manager immediately. 7. According to the situation, GM mobilizes the Management Response Group and makes decision.  MISSING PERSON-ON ROAD  1. General Information A Safe Journey Management Plan will be in place governing to all the travel in Egypt.   In the event of a person reported missing more than 2 hours overdue and no contact has been made, the following facts need to be established:   1. Who is in fact missing.- names, company affiliation etc from the Journey Management Plan. 2. Last known communication with the vehicle. 3. Last known communication between the vehicle and Destination. 4. **Emergency Response** 5. If any report is about some vehicle delay more than two hours to arrive at the destination. The witness shall report to the journey manager immediately. 6. Journey manager shall identify who and which vehicle is missing. And report to On Scene Commander (OSC) immediately. 7. Journey manager try to contact the missing people by any communication way. 8. If Journey manager cannot contact the missing people. The OSC sends the Search team to search along the journey. At the same time report to operation manager and Client’s site representatives. 9. If it still cannot find the missed people. OSC reports to GM and Client immediately to look for further support. 10. According to the situation, GM mobilizes the Management Response Group and makes decision.  MOTOR VEHICLE ACCIDENT ON PUBLIC ROAD  1. **General Information** A Safe Journey Management Plan will be in place governing to all the travel in Egypt.   In the event of motor vehicle accident happen on a public road, the following facts need to be established:   1. if communication with the vehicle was available . 2. Who is in vehicle.- names, company affiliation etc from the Journey Management Plan. 3. Last known communication between the vehicle and Destination. confirm the accident area. 4. **Emergency Response** 5. Once vehicle accident on a public road happens and it was report to the journey manager or ECDC Base team by witness or others. 6. Journey manager shall identify who and which vehicle. And contact On Scene Commander (OSC) immediately for other information. At the same time report to operation manager and Client’s representative. 7. Journey manager try to contact the people in vehicle by any communication way. ECDC Base camp search team should be ready for searching. 8. No matter if Journey manager can or cannot contact the people in vehicle. The search team should be deployed to search along the journey. At the same time report to operation manager and Client’s representative. 9. No matter if what the ERT can or cannot find the vehicle. Journey manager should contact OSC and reports to GM and Client immediately. 10. According to the situation, GM mobilizes the Management Response Group and makes decision. Search and rescue team would be sent. 11. Necessary fire fighting and first aid facility should be available. 12. The IP was found, after the first aid treatment, he should be sent to clinic for further inspection and treatment.  MOTOR VEHICLE ACCIDENT ON WORK SITE  1. **General Information**   A Safe Journey Management Plan will be in place governing to all the travel in Egypt.  In the event of motor vehicle accident happen on work site the following facts need to be established:   1. Who is in vehicle.- names, company affiliation etc from the Journey Management Plan.   **Emergency Response**   1. If vehicle accident on worksite happens, On Scene Commander (OSC) should inform Client site representative and journey manager immediately. Then control the site, lead crew to rescue the person in vehicle and carry out fire fighting according to condition. 2. Journey manager should report to GM and Client immediately, and then first aid team should be ready. 3. The IP was found, after the first aid treatment, he should be sent to clinic for further inspection and treatment. 4. According to the situation, GM mobilizes the Management Response Group and makes decision. Search and rescue team and PSD would be sent.  RECOVERY FROM HEIGHT  1. **General Information**   Working on height was one of tasks during the operation, e.g. derrick man working on monkey board or mast. When the man working on height got injury and it is impossible for him to get down. Rescue would be applicable.   1. **Emergency Response** 2. If one man on height (e.g. monkey board.) got injury, the witness should informed On Scene Commander (OSC) immediately. 3. OSC informed Client site representative and ECDC operation manager and HSE manager. 4. Two men formed rescue team and wear the safety harness and go height to help IP. 5. The basket stretcher was available and sent to rig floor or the place under the IP point. 6. After the basket stretcher was lift up to the IP place, two rescue men help him to get into stretcher.The stretcher should be securely lower down to rig floor or ground. 7. First aid team give IP treatment. Then sent the IP to rig clinic for further treatment. 8. According to real situation, GM mobilizes the Management Response Group and makes decision. Security and PSD would be available for escort. 9. When need rollgliss rescue from height kits or man-riding, operator manual shall be followed and rescue team shall be trained for competence. For the details of rescue from height, check ECDC rescue from height procedure for details.  RECOVERY FROM A CONFINED SPACE  1. **General Information**   Working in confined space was one of tasks during the operation, e.g. roustabout working in mud tank or somewhere. When the man working in confined space got injury or gas poisoning and it is impossible for him to retreat. Rescue would be applicable.   1. **Emergency Response** 2. If one man in confined space (e.g. mud tank.) got injury or gas poisoning, the witness should informed On Scene Commander (OSC) immediately. 3. OSC informed Client site representative and ECDC Base team. 4. Two men formed rescue team and wear the SCBA W/ gas detector and go to help IP. 5. Two men formed first aid team stand by outside confined space. 6. If the IP was found conscious, rescue team confirm the IP no injury in spinal system and help him to leave if he can walk. 7. If the IP was found unconscious, rescue team should informed first aid team to use basket stretcher or tripod to get the IP out of the confined space. 8. First aid team give IP treatment. Then, send the IP to clinic for further treatment. 9. According to real situation, GM mobilizes the Management Response Group and makes decision. 10. When need tripod is used for rescue from confined space, operation manual shall be followed and rescue team shall be trained for competence.  OIL SPILL  1. **General Information**   Any leakage of hydrocarbon liquid presents a fire and gas hazard and therefore is hazardous to personnel. All activities at the scene of a spill must be carried out with regard to the hazards of flammability, toxicity and asphyxiation.   1. **Emergency Response** 2. Find any oil spill, report to RM immediately. 3. RM & HSE reaches the scene to identify the type and position of the spill. At the same time RM report to operation manager and Client. 4. If the spill can be control, RM sends ERT to isolation the spill area and removes any ignition sources. And ask all the crew stay upwind area. 5. According to the situation RM resolve the spill. 6. If the spill cannot be control, RM sends the alarm. 7. Close the well all the crews evacuate to upwind muster point. 8. RM reports the current situation to MRG leader and Client. 9. According to the situation, GM mobilizes the Management Response Group and makes decision.  CRIMINAL INCIDENT  1. **General Information**   As with Security Threat any criminal act is likely to be caused by a disgruntled former or existing employee or a local who perceives that he has been insulted. This could be as minor as petty theft or so major as an act of sabotage.  Crimes that require restraint or protective custody include:   1. Persistent aggression 2. Significant theft 3. Deliberate injury 4. Sabotage of equipment 5. Drug or alcohol abuse 6. Protective custody involves: 7. Selecting a suitable room which should be cleared of all equipment or items liable to harm the offender or with which the offender could aggravate the incident. 8. Removing the offender’s belt, boot laces and pocket contents. 9. Constant supervision. 10. Regular visits by the Tool pusher or HSE supervisor. 11. When the crime has been reported to the Base Office and the local police then the Tool pusher will be advised whether the enquiry will be onsite or if the offender has to be escorted to Base office for further investigation. 12. If the suspect is armed, under no circumstances antagonise him, attempt to placate him. 13. In cases involving violence seek assistance before attempting to restrain the suspect, use the minimum force necessary. 14. In cases of abnormal behaviour seek medical assistance. 15. **Emergency Response** 16. Find any criminal event, report to OSC immediately. 17. OSC confirms the criminal events. 18. If it is not true, closed. 19. If it is true OSC take action immediately to prevent the event extend. 20. At the same time OSC report to GM , local police and client. 21. OSC led the investigation. 22. After local police resolve all the issue, return back to the normal condition.  ABANDON RIG SITE  1. **General Information**   The decision to abandon the rig site due an escalation of an emergency can only be made by the Rig Manager. It is likely that the ERT would be already active and involved in providing assistance and rescue to the rig site  The primary causes of rig site abandonment are all addressed herein e.g. Loss of Well Control, Fire and Explosion, Retreat order etc. Abandonment is a secondary result from such incidents.  The success of the abandonment depends on the readiness and expertise of the drilling crew.   1. **Emergency Response** 2. Find some events such as kick, fire, H2S etc, report to Rig manager immediately. 3. Rig manager and/or HSE supervisor evaluate the situation. At the same time Rig manager report to operation manager and Client site representative. 4. After evaluating, if the situation can be control, Rig manager implement Emergency response procedure. 5. If it cannot be control, all the crew gather at the must point. At the same time Rig manager report to GM directly. 6. DGM mobilizes the MRG and makes decision to abandon the well or not. And GM report to head office. 7. If GM confirm to abandon the well, Rig manager implement the decision. 8. If GM do not confirm to abandon the well, Rig manager evaluate the situation again. 9. If the Rig Manager receives the retreat order from Main office, Rig manager should obey the order and organize all crew to retreat immediately after secure the well.  CONTINGENCY FOR INFECTIOUS VIRUS  1. **Emergency Response** 2. 1) Found any reported infectious virus in restricts the personal travelling among Gulf Countries and daily report Infectious virus spread process to main Office. And all employees shall be requested to limit the movement to the public and/or crowed area. 3. If infectious virus reported in Egypt, ECDC shall confirm with the Client and report to Headquarter Office immediately. 4. Suspend or minimize the shift change in ECDC and Stop any travelling in Egypt till the employee health is confirmed. 5. Register all visitors and strangers to ECDC working and living area. 6. If infectious patient found in ECDC, report to Client and Headquarter and register in Egypt Health Minister or related Health organization. 7. Isolate infectious virus confirmed personnel and all the possible Contactors under the medical guidelines. Treat the patient in Egypt. 8. GM consults with the Client and Headquarter Office to suspend the business and the site operation.  ELECTRIC SHOCK  1. **General Information**   Compared with other incidents, portend of electric shock is not obvious but serious result. When the electric current pass the human body was below 10MA, it would not cause the pathology effect, as it increased and above 10MA, the pathology would come, when it reach one valve, human will die in three minutes.   1. **Emergency Response** 2. Finding the person get electric shock, witness shut down the power immediately or removes the conductor from the person then send emergency message out, report to OSC. 3. OSC & HSE reach the scene to check the situation. 4. At the same time OSC report to operation manager and HSE supervisor call field medic and ambulance for the help, and report to HSE manager. 5. According to situation OSC command the First Aid Team rescue the injury person with correct way and correct tools. 6. The ERT use stretcher and ambulance send the IP to clinic for the treatment. 7. According to the opinions of the medic send the IP to Client’s clinic or hospital if required. 8. If the IP get major injury send to Client’s clinic directly. 9. According to the opinions of Client’s medic, send the IP to Local hospital with related type ambulance. 10. If somebody is dead, the OSC protects the scene. At the same time, OSC report to DGM, local police and Client immediately. 11. According to the situation, DGM mobilizes the Management Response Group and makes decision.  REFERENCE DOCUMENT Throughout this manual, references are made to other documents and applicable ECDC and Client guidelines and procedures. A list of references is provided. All referenced documents will be available at the local project office, Operations Base Office and at the rig msite.  **7. RECORD**  7.1 BSA-ECDC-HS-CL-S015-01-Emergency Drill Record v1.0  7.2 BSA-ECDC-HS-CL-S015-02-Drill\_Register v1.0  7.3 BSA-ECDC-HS-CL-S015-03-Tripod Check v1.0 7.4 BSA-ECDC-HS-CL-S015-04-Emergency Light Check v1.0 |