Felicia Olasumbo Fred

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QUALITY, HEALTH, SAFETY, ENVIRONMENTAL SUPERVISOR

PROFFESIONAL SUMMARY

HSE PROFESSIONAL WITH YEARS OF INTENSIVE SAFETY SUPERVISION IN CONSTRUCTION, OIL & GAS, DRILLING AND HYDRAULIC WORKOVER OPERATIONS, POWER & LPG PLANT, AND MARINE SECTOR.

Managing Health, Safety, and Environmental regulations on land, swamp, and offshore locations. I have honed my skills having worked with both Multinational crew and National companies. I have developed and implemented multiple processes, procedures, and initiatives geared toward promoting a culture of safety. I have supervised and managed several health, safety, and environmental training, plans, and programs, as well as participated in over 100 QMS audits and inspections, ranging from Occupational Hygiene inspections, Environmental Compliance inspections, Equipment inspections, and Quality Inspections to mention a few. I have handled several Interfaces flawlessly with clients, communities, and government agencies related to Quality, Health, Safety, and Environmental issues and I am well vast in emergency and crisis management.

I have successfully implemented, supervised, and enforced health, safety, and environmental procedures, policies, plans, and programs to meet Company's strategic objectives in drilling, work-over, exploration, construction, and marine operations with no accident and fatality records. My Success as a prolific HSE Manager and Supervisor supersedes me.

PROFESSIONAL EXPERIENCE

09/2023-Present MATRIX ENERGY LTD.

(Atamba Exploration and Productions Limited)

Rig Health, Safety and Environment (HSE Supervisor-UPSTREAM)

Responsibilities includes but not limited to:

- ✓ Drive HSE policies, standards, and analyze, review, and report HSE trends and patterns based on HSE data acquisition and analysis on location.
- ✓ Develop on-site safety programs and trainings, and provide advisement and recommendations on all HSE-related matters to the Group Head HSSE.
- ✓ Co-ordinate and carry out contractor screenings, and training and induction of contractors and new employees.
- ✓ Carry out equipment pre-mobilization inspections to ensure QA.
- Review Wellhead Contract HSE Plans and for Servicing companies for site activities.
- ✓ Spearhead and conduct drop-object campaigns at the rig and well sites.
- ✓ Supervise rig movement, rig-up, and rig-down operations.
- ✓ Implement HSE management systems and conduct risk assessment and Job Hazard Analysis (JHA) reviews,

- facilitated the robust implementation of Permit to Work (PTW), and ensure proper waste management processes at locations.
- ✓ Conduct JHA review sessions for various crews in Pumping & Stimulation, Co-logging, Coil Tubing, E-line, and Wire line, Wellhead Maintenance and Completion operations.
- ✓ Conduct and coordinate Incident & Accident investigations and root cause analysis to prevent reoccurrence.
- ✓ Develop and implement HSE plans, procedures, instructions, and checklists for inspection, audits and other key processes.
- ✓ Liaise with Occupational Health Nurse and the Admin to conduct weekly Occupational Hygiene inspections, ensure food handler certifications/test is conducted, Quality Management audit, and accommodation inspections
- ✓ Develop drill plans, and conduct safety drills such as Fire and Abandonment, MOB, Security drills, Emergency evacuation drills, as well as participate, and provide support for all operational drills such as well control, stop work authority drill as well as, first-aid/medical evacuation drills.
- ✓ Implement proper Journey Management plan
- ✓ Conduct QMS internal audits and inspections and assist in coordination external inspections and audits, and ensure proper documentation.
- ✓ Identify training gaps, needs and ensure such trainings are provided.
- ✓ Provide operational technical support and SIMOPS management.
- ✓ Organize and deliver Health and Safety training programs, and conduct weekly HSE meetings with contractors and employees to identify areas for improvement.
- ✓ Support and ensure weekly environmental compliance audits and inspections are carried out.
- ✓ Conduct Hazard hunting exercises and Inspection of work locations, rig site, and well sites to identify potential safety and environmental issues or non-conformities.
- ✓ Prepare HSE reports, collect, & analyze statistical data and patterns, and provide recommendations for improvement.
- ✓ Ensure adequate supervision of all drilling, chemical mixing operations, well completions, and production activities.
- ✓ Ensure compliance with chemical handling requirements by ensuring only competent hands, consult SDS for all chemicals, ensure proper hazard communication via toolbox talks and pre-tour meetings, as well as ensure spill response plan and materials are in place at all times.
- ✓ Present project HSE reports (Highlights and lowlights), and participate in Project After Action Review (AAR) with all contractors and management staff to discuss on lessons learnt and areas for improvement.
- ✓ Interface with clients, communities, and government agencies related to Quality, Health, Safety, Environmental, and Security issues, and handle conflict management and resolution.
- Campaigns participated: Drop object, Zone Management/ Hands-Free, Temporary PipeWorks, Think Process Safety, Process Safety/Barrier Management/Management of Change, Strength of Controls/Barrier Management, Reflective Learning, Fire Hazards/Gas Monitoring, Start Work Checks, Improvement Strategy for Procedure/PPE.
- ✓ Promote and encourage safety interventions and reporting through the stop card/anomaly card programs and rewards.

07/2023 – 09/2023 SAEHAN ENGINEERING CO., LTD (Korea) (SAFETY MANAGER)

Boiler Re-tubing operation

Responsibilities included but not limited to:

- ✓ Developed comprehensive safety plans specific to the re-tubing operation, including risk assessments and hazard analyses.
- ✓ Ensured adherence to all relevant safety and environmental regulations, such as OSHA, EPA, and local laws.
- ✓ Conducted safety training and orientation sessions for all personnel involved in the re-tubing project.
- ✓ Regularly inspected work areas, equipment, and procedures to identify potential hazards and ensure safety measures are in place.
- ✓ Developed Lifting plans, co-conducted inspections on scaffold erection and dismantling operations, and ensured all work at height jobs were executed safely with workers in the right PPE.
- ✓ Conducted out confined space monitoring, ensured appropriate associated permits were raised, and adequate supervision of confined space jobs.
- ✓ Ensured appropriate PPE, ventilation, fire safety provisions, and grounding is done in preparation for all welding jobs
- ✓ Carried out gas testing operations for confined space entry and gas tests for welding operation.
- ✓ Ensured the inspections of all equipment prior to utilization.
- ✓ Ensured proper LOTO and electrical isolations.
- ✓ Established emergency response procedures and ensured all team members were trained in emergency protocols.
- ✓ Ensured the availability, proper use, and maintenance of PPE required for the re-tubing operation.
- ✓ Conducted regular safety meetings with the project team to discuss safety issues, updates, and lessons learned.
- ✓ Lead investigations into any safety incidents or near misses, identifying root causes and implementing corrective actions.
- ✓ Conducted safety audits to assess compliance with safety standards and identify areas for improvement.
- ✓ Implemented measures to minimize environmental impact during the re-tubing operation, such as waste management and pollution control.
- ✓ Ensured contractors and subcontractors adhere to safety protocols and standards, including reviewing their safety plans.
- ✓ Promoted and monitored health and hygiene practices among workers, particularly in relation to potentially hazardous materials.
- ✓ Maintained accurate safety records, including incident reports, safety meeting minutes, and inspection findings.
- ✓ Communicated clear and effective expectations regarding safety expectations, procedures, and updates with all stakeholders.
- ✓ Drove continuous improvement in safety performance through analysis of data, feedback, and industry best practices.

03/2023 – 06/2023 SOOSAN INDUSTRIES (Korea) (SAFETY MANAGER)

- ✓ Conduct Process safety inspections and proffer ample recommendations based on findings from audit
- ✓ Integrity check for Equipment and Certification of all Ancillary equipment, tools & Equipment complianceduring site mobilization
- ✓ Verified and ensured the effectiveness of the PTW and TBT (TRIC) in place.
- ✓ Assisted & Assured Health and safety compliance and implementation

- ✓ Utilized the Hearts and Minds approach and promote behavioural safety on site.
- ✓ Develop on-site safety programs from Unit heads, and Client's Health and Safety Managers.
- ✓ Offer technical expertise and consult on hazard recognition and control, risk management and behavioral modification.
- ✓ Comply with Federal, State, and local safety standards on site safety procedures and PTW systems.
- ✓ Track and record trends, incidents and carry out RCA using various safety tools such as the Fish bone analysis technique.
- ✓ Facilitated and handled safety plans across enterprise to support Security and Safety department goals.
- ✓ Coordinated emergency response capabilities and infrastructure to identify gaps or vulnerabilities, close gaps and confirm best practice.
- ✓ Reviewed and audited program to verify Emergency Management adequacy.
- Managed metrics reporting to onsite management teams and corporate based reporting systems.
- ✓ Administered job safety programs and inspect to detect and correct safety hazards.
- ✓ Handled accident record analysis and issue reports regularly.
- ✓ Lead site changes to encourage performance expectations for safe behaviours to guarantee employee safety.

02/2022 - 02/2023

M&H GLOBAL SERVICES NIGERIA LIMITED (NIGERIA)

(Project Supervisor)

Projects Supervised

- 1. Dredging operation of Parker Oil and Gas Jetty
- 2. Dredging/Sweeping operation of Gradient Bitumen waterfront
- 3. Sweeping operation Julius Berger's Services Nigeria Limited terminal's waterfront

Job Description:

- ✓ Reported all operational progress, findings, challenges, and milestones to the Managing Director
- ✓ Prepared Daily and Weekly Site reports through collection, analysis, and summarization of relevant information and submitting project deliverables to clients.
- ✓ Co-planned and executed project ideas, identified key project gaps as well as proffered solutions to operational issues that arose.
- ✓ Evaluated employee performance, monitor project progress and set deadlines.
- ✓ Drafted and disseminated correspondence, memos, contract agreements, invoices, waybills, and proforma invoices.
- ✓ Facilitated daily toolbox and weekly progress report meetings
- ✓ Conducted weekly HSE meetings
- ✓ Conducted routine site/operations inspections and communicated relevant findings to the Managing Director.
- ✓ Onboarded/Trained of new team members.
- ✓ Managed the reciprocal relationship between staff and management
- ✓ Assisted in conducting and interpretation of marine bathymetric surveys.
- ✓ Conducted Inspection of materials, equipment, and machines before mobilization/demobilization
- Conducted post-project evaluation and identified positive and negative project elements.

9/2020 - 7/2021 Harbour Technology Limited (Safety Officer)

- Construction of Mooring Dolphins, Bollards and Gangways for Matrix Energy Limited, Warri, Delta State.
- Repair and reinforcement of Matrix Energy Jetty.

Job Description:

- ✓ Prepared Permit-to-work documents for respective hot/cold jobs.
- ✓ Conducted daily toolbox meetings with workers.

- ✓ Conducted Pep-talks with staff and sub-contractors.
- ✓ Carried out site inspections alongside inspection of tools, machines, and equipment utilized for project execution.
- ✓ Drafted and submitted daily and weekly progress reports.
- ✓ Ensured the provision of appropriate PPE mandatory for safe job execution
- ✓ Drove overall PPE compliance and safe work practices and processes.
- ✓ Encourage incident reporting through the use of UAUC (UnsafeActs/UnsafeConditions)/STOP cards

03/2019-12/2019 Matrix Energy Limited

Health, Safety and Environment (HSE) Officer

(Intern)

Job Description:

- ✓ Collaborated with Group Head HSSE, HSE heads & Terminal Manager to carry out Audit as well as depot, Jetty and Vessel inspection.
- ✓ Co-assisted in coordinating weekly and monthly HSE meetings, and drafted daily PEP talk reports.
- ✓ Data entry and analysis of UAUC reports
- ✓ Carried out MFI inspections at company-owned retail outlet stations, and prepared detailed audit reports.
- ✓ Inspected trucks accessing the depot for vehicular safety adherence and PPE compliance.
- ✓ Carried out and participated in toolbox meetings for assigned hot/cold activities within the depot facility.
- ✓ Co-trained, viz-a-viz participated in fire-fighting training for new staff and Driver's Training.
- ✓ Ensured overall Safety compliance with the company's policies, standards, and guidelines.
- ✓ Assisted in conducting basic fire drills in the facility.

12/2018-03/2019 Petroleum Products Marketing Company (PPMC) Human Resources (HR)

(Intern)

- ✓ Registered and filed employee information
- ✓ Took Inventory of stocks in store
- ✓ Participated and drafted Minutes of management meetings
- ✓ Organized files, prepared documents, and disseminated correspondence and memos.
- ✓ Managed weekly and monthly meetings and appointments
- ✓ Routine inspection of facility safety systems (extinguishers, fire hydrants, fire hoses, and fire detection

EDUCATION

Dec. 2023 - June 2024 QHSES LEADERSHIP ACADEMY

Professional Diploma in Project Quality, Safety Enforcement, Risk and Sustainability

Management with ISO 45001 (OHSM), 9001 (QMS) & 14001 (EMS).

Nov. 2019 – Dec. 2021 PETROLEUM TRAINING INSTITUTE

Higher National Diploma – (Distinction)

Environmental Technology

Nov. 2015 – Dec. 2018 PETROLEUM TRAINING INSTITUTE

National Diploma – (Distinction)

Industrial Safety and Environmental Technology

PROFESSIONAL CERTIFICATIONS

- ISO 14001 Environmental Management Systems Lead Auditor.
- Process Technical Engineering
- · Process Safety Engineering
- International Well Control Forum (IWCF) Level 1
- UK Level 2 Food Safety (AOSH)
- General Safety Awareness (The International Association for Chemical Safety)
- Slip, Trip and Fall Awareness (The International Association for Chemical Safety)
- COSHH Hazard Communication Awareness (The International Association for Chemical Safety)

ACHIEVEMENTS AND AWARDS

- Managed over 100 personnel on Atamba Oilfield and drove safety compliance with zero accidents/fatalities recorded.
- Developed sustainable developmental processes on the Oilfield to ensure Environmental Compliance and monitoring.
- Process Safety Engineering DM Sheffield Award for Overall Best HSE student
- Waste Recycling Training Century Group HSE Summit award (2020)
- Certification in Job Hazard Analysis (HSE), 2019- Matrix Energy Limited Group
- Certification on Permit-to-Work (HSE), 2019- Matrix Energy Limited Group.
- Best Graduating Student, Petroleum Training Institute, Environmental Technology.
- Drove overall Safety compliance with a decreased rate of accidents by 25% at Matrix Energy Limited
- Drove and ensured PPE and other Safety compliance at Harbour Technologies Limited, resulting in zero fatalities throughout the project duration.
- Zero fatality and increased productivity ratio all through project execution at M&H Global Services Nigeria Limited.

KEY SKILL TECHNICAL SKILLS

- Project Management
- Risk Analysis and Assessment
- Interpersonal skills
- Excellent Written and Verbal Communication skills
- Public Speaking skills
- Accident and Incident Investigation
- · Auditing skills.
- Research skills
- Hazard Management
- HSE Metrics/ Data Analysis
- Quality Integrity (Pre-check)
- HSE trainings

- MS Word proficiency.
- Excel.
- PowerPoint
- Interpretation of marine bathymetric survey
- Utilization of Hydrographic Echo Sounder and GPS system as well as manual hydro-sounding operation.
- Basic Auto-CAD

REFERENCES

References available upon request