

Issue No. 2	<b>Health, Safety and Environment</b>	Page 1 of 10
Issue Date: 11-1-2019	<b>ConocoPhillips Life Saving Rules</b>	Approved by: VP HSE



## Life Saving Rules

### General Requirements

The following general requirements apply to all nine Life Saving Rules  
Multiple Life Saving rules may apply to an activity or work task

### Critical Controls

Critical Controls are identified for each Life Saving Rule and are highlighted at the beginning of each set of minimum requirements  
Critical Controls help in the prevention of events that we can't recover from or allow us to fail safely.

### Risk Assessment

Prior to each Life Saving Rule activity a risk assessment must be performed  
The scope of the risk assessment must be appropriate for the task.

### Hazard Identification and Mitigation

Prior to and during each Life Saving Rule activity a system must be in place to:

1. Identify hazards
2. Provide mitigation for those identified hazards
3. Ensure the ongoing effectiveness of mitigations

For control of work activities, ensure that acceptable work conditions are communicated to affected personnel

### Changes in Work Scope and/or Conditions

For any changes in work scope and/or conditions:

1. Stop the work
2. Reassess the hazards
3. Verify effectiveness of existing and/or any new safeguards prior to recommencing work.

### Training and Competency

Prior to any Life Saving Rule activity, confirm that all workers are trained and/or competent for the task they are to perform.

### Fitness for Duty

Prior to any Life Saving Rule activity, confirm that all workers are fit for duty.

### Life Saving Rules Verification

Each Business Unit must have in place a Life Saving Rules Verification process that addresses the Critical Controls and all Minimum Requirements.

**For further guidance, see local HSE Management System requirements**

Issue No. 2	<b>Health, Safety and Environment</b>	Page 2 of 10
Issue Date: 11-1-2019	<b>ConocoPhillips Life Saving Rules</b>	Approved by: VP HSE



## Work Permits

### Critical Controls

The Critical Controls for Work Permits are:

- **Verify** all isolations
- **Perform**, evaluate, and document Initial and periodic atmospheric testing as required by the permit.

### Scope of work

The scope of work must clearly describe:

- The work to be performed
- The work location.

### Competency

All persons working under the work permit must be competent to perform their assigned tasks.

### Permit Requirements

Prior to the start of work, permit requirements must:

- **Be communicated** to all affected persons, including those that arrive after work has begun
- **Account** for interactions with other work permits and any non-permitted Simultaneous Operations
- **Define** methods for revalidation if needed.

### Hazard Control /Mitigation

Confirm mitigation for all hazards identified on the permit prior to the start of work and as needed throughout the task

### Hot Work

Prior to and during any Hot Work activities:

- **Identify** and control all ignition sources
- **Remove** or shield all flammable or combustible materials.

### Changing Conditions

When conditions and/or work scope change:

1. **Stop** the work
2. **Reassess** the hazards
3. **Revise** the permit as necessary
4. **Confirm/reconfirm** original and any additional hazard mitigation measures.

For further guidance, see local Work Permit requirements

Issue No. 2	<b>Health, Safety and Environment</b>	Page 3 of 10
Issue Date: 11-1-2019	<b>ConocoPhillips Life Saving Rules</b>	Approved by: VP HSE



## Process/Mechanical/Electrical Isolation

### Critical Controls

The Critical Controls for Process/Mechanical/Electrical Isolation are:

- **Identify** all potential energy sources
- **Isolate**, Lock, and Tag all energy sources
- **Verify** absence of energy before start of work (Try).

### Identifying Energy Sources

Energy sources must be:

- Identified by Authorized Persons
- Documented on applicable permits, LOTO plans, isolation certificates, etc.

### Isolating equipment

All isolations must be performed by an Authorized person.

### Locking and Tagging equipment

Locks and Tags must:

- Be placed on each isolating point while work is being performed
- Prevent the operation of the isolating device
- Clearly identify isolation points and lock owner
- Be removed only by Authorized Persons

Isolation locks and keys must be strictly controlled.

### Verify Zero Energy (Try)

Absence of energy must be confirmed:

- Prior to the start of work
- After work breaks, as necessary
- As required by permits or LOTO plans
- By opening bleeder valves, operating start/stop switches, testing for hazardous materials, testing for absence of voltage, etc.

A walk-through of the isolation and verification of zero energy must be performed, at a minimum, with the responsible person and the lead worker.

**For further guidance, see local Isolation/LOTO & Try requirements**

Issue No. 2	<b>Health, Safety and Environment</b>	Page 4 of 10
Issue Date: 11-1-2019	<b>ConocoPhillips Life Saving Rules</b>	Approved by: VP HSE



## Driving

### Critical Controls

The Critical Controls for Driving are:

- **Wear** a seat belt when vehicle is in motion
- **Do not exceed** the speed limit
- **Do not use** mobile devices while driving.

### Seat Belts

All occupants must wear and keep their seatbelts properly fastened while in a moving vehicle

### Driving Behaviors

Drivers on company business or property must:

- **Observe** speed limits
- **Drive** to accommodate weather and road conditions
- **Never** drive when fatigued
- **Pull** over and take a break when necessary

Vehicle occupants must intervene if an unsafe situation arises  
Spotters must be utilized when required.

### Mobile Devices

Do not use mobile devices while driving. These include:

- Mobile Phones
- Tablets
- Laptops

Mobile devices may be used as navigational aids. Manual activation or manipulation must only be performed when the vehicle is parked.

### Journey Management

Perform a pre-trip inspection prior to operating a vehicle  
Complete a Journey Management Risk Assessment when required.

**For further guidance, see local Driving Safety requirements**

Issue No. 2	<b>Health, Safety and Environment</b>	Page 5 of 10
Issue Date: 11-1-2019	<b>ConocoPhillips Life Saving Rules</b>	Approved by: VP HSE



## Excavation

### Critical Controls

The Critical Controls for Excavation are:

- **Identify** all underground services
- **Verify** all isolations are in place and effective
- **Enter** excavations only with appropriate protective systems in place.

### Underground Services

Prior to and during excavation activities, underground services must be:

- Positively identified
- Marked and markings maintained
- Deenergized when required.

### Energy Isolations

Verify absence of energy for any associated energy isolations

### Entering Excavations

Never enter an excavation before:

- Determining if a confined space entry permit is required
- A competent person has inspected the excavation
- An appropriate protective system is in place and inspected, as required
- Verifying a safe means of access and egress.

### Excavation Equipment

When excavation equipment is in use:

- Utilize competent spotters to:
  - Aid in identification of underground hazards
  - Warn personnel of heavy equipment movement
  - Identify and communicate overhead hazards
- Establish, maintain, and honor barriers and exclusion zones.

**For further guidance, see local Ground Disturbance and Excavation requirements**

Issue No. 2	<b>Health, Safety and Environment</b>	Page 6 of 10
Issue Date: 11-1-2019	<b>ConocoPhillips Life Saving Rules</b>	Approved by: VP HSE



## Lifting Operations

### Critical Controls

The Critical Controls for Lifting Operations are:

- **Establish**, maintain, and honor barriers and exclusion zones
- **Do not walk** under a suspended load
- **Confirm** all lifting equipment is rated for the load.

### Competency Requirements

Ensure all employees meet competency requirements for their tasks, including:

- Lift plan preparers and approvers
- Lifting equipment operators
- Riggers
- Signalpersons
- Lift supervisors.

### Equipment Inspections

Conduct the required inspections of the following equipment:

- Lifting equipment
- Rigging components
- The load to be lifted and any rigging attachment points

Ensure load limits and inspection dates, as required, are clearly marked, understood, and appropriate for the load. Ensure that third party certifications of all lifting equipment and components have been completed.

### Suspended Loads

When loads are suspended:

- Establish clear escape routes
- Establish an agreed upon set of standard hand signals
- Establish a communication plan for blind lifts
- Do not walk under a suspended load
- Utilize tag lines or other assist devices to guide and set load.

### Critical Lifts

Complete a Critical Lift plan when required.

### Barriers and Exclusion Zones

Establish, maintain, and honor barriers and exclusion zones.

**For further guidance, see local Lifting Operations requirements**

Issue No. 2	<b>Health, Safety and Environment</b>	Page 7 of 10
Issue Date: 11-1-2019	<b>ConocoPhillips Life Saving Rules</b>	Approved by: VP HSE



## Working at Heights

### Critical Controls

The Critical Control for Working at Heights is:

- **Maintain** 100% fall protection where required
- **Plan** for fall prevention and/or protection when working from ladders.

### Equipment Selection and Inspection

Before working at heights, a qualified person must:

- **Determine** if work can be completed at grade or in a manner not requiring personal fall arrest equipment
- **Identify** rated anchor points, above the worker's head, where possible
- Inspect all fall arrest equipment, including:
  - Full body harness with a D-ring attachment point
  - Lanyards with shock absorbers or fall limiting devices
  - Dual action, self-locking snap hooks at each connection
- **Remove** any damaged equipment from service.

### Dropped Object Prevention

Protect against dropped objects by:

- Securing tools and equipment from falling to a lower level
- Establish and maintain exclusion zones below overhead work.

### Working at Heights

All personnel working at heights must:

- Maintain 100% fall protection where required
- Only work on scaffolding built, modified, and inspected by a competent person
- Plan for fall prevention and/or protection when working from ladders
- Have an established rescue plan, including equipment to minimize suspension trauma in the event of an arrested fall
- Protect all wall and deck openings.

**For further guidance, see local Working at Heights requirements**

Issue No. 2	<b>Health, Safety and Environment</b>	Page 8 of 10
Issue Date: 11-1-2019	<b>ConocoPhillips Life Saving Rules</b>	Approved by: VP HSE



## Confined Space Entry

### Critical Controls

The Critical Controls for Confined Space Entry are:

- **Verify** all isolations are in place and effective
- **Perform** all required initial, periodic, and continuous atmospheric monitoring
- **Prevent** unauthorized entry.

### Energy Isolation

Verify that all energy isolations are in place and effective

Acceptable isolation methods for confined space entries are:

- Blinding/Positive Isolation
- Disconnecting process piping
- Isolating all electrically driven/powering equipment.

### Atmospheric Testing

Ensure Atmospheric testing equipment is calibrated, inspected, and maintained

Perform, Evaluate, and Document the following atmospheric testing

- Initial
- Periodic
- Continuous, as required

Establish and maintain ventilation as required by permit.

### Confined Space Attendant

The confined space attendant's duties are:

- Maintain communication with entrants
- Evacuate the space in the event of an emergency
- Do not enter the confined space
- Prevent unauthorized entry.

### Emergency Response

Emergency response procedures and resources are in place

### Entry Authorization

The confined space entry permit requirements must be communicated to all entrants and the attendant(s)

The permit must be posted at the point of entry

A log of personnel in and out of the space must be maintained when required.

**For further guidance, see local Confined Space Entry requirements**



Issue No. 2	<b>Health, Safety and Environment</b>	Page 9 of 10
Issue Date: 11-1-2019	<b>ConocoPhillips Life Saving Rules</b>	Approved by: VP HSE



## Bypassing Safety Devices

### Critical Controls

The Critical Controls for Bypassing Safety Devices are:

- **Perform** a thorough risk assessment prior to bypassing, disabling, or inhibiting a safety protection device or system
- **Communicate** all bypasses between shifts/crews.

### Risk Assessment and Authorization

Prior to bypassing a safety protection device an authorized person must perform a risk assessment that includes the following:

- **Identifying** the affected safety protection devices
- **Understanding** the impact of interaction with other safety protection devices and on the system as a whole
- **Mitigating** the associated risks
- **Completing** any required Management of Change processes

Authorization level must be based on risk assessment results.

### Common Safety Protection Devices

Common safety protection devices include:

- Emergency shutdown systems
- Fire and gas systems
- Process controls and alarm systems
- Relief valves
- Crane operator aids (LMIs, Anti two-block).

### Bypass logs and Management Reviews

Bypassing safety protection devices requires:

- A current log for bypassed safety protection devices.
- A routine management review for all bypasses or inhibits.

### Communication and Shift Handovers

The communication plan must cover all shift and crew handovers.

**For further guidance, see local Bypassing Safety Protection Devices requirements**



# Line of Fire

### Critical Controls

The Critical Controls for Line of Fire are:

- **Establish**, maintain, and honor barriers and exclusion zones
- **Position** yourself and others to avoid line of fire hazards
- **Protect** against dropped objects.

### Barriers and Exclusion Zones

When establishing barriers and exclusion zones consider the following:

- Overhead lifts, pressure testing, moving equipment, overhead work, etc.
- Completeness, maintenance, and communication of barricades
- Adherence to barriers and exclusion zones.

### Positions of People

When determining proper position of people during work, consider:

Pressure Releases	breaking flanges and hose connections, removing plugs, blowing down equipment, pressure testing
Vehicles and heavy equipment	barricades, spotters, evaluation and planning of traffic patterns.
Suspended and swinging loads	tethering of tools/equipment, management of loads with tag lines and guide poles, evaluation of centers of gravity and environmental conditions.
Moving objects	unexpected movement of tools or equipment, securing of materials such as piping.
Equipment in stress	(compression, tension, or bent) – expected direction of energy release in a failure scenario.
Pinch Points	activities that subject people to crushing injuries

### Prevent Dropped Objects

Protect against dropped objects:

- Secure tools and equipment from falling to a lower level
- Establish and maintain exclusion zones below overhead work

**For further guidance, see local Line of Fire requirements.**