



CETCO
OILFIELD
SERVICES

US Safety and Training Programs

CETCO Oilfield Services Company acknowledges employee safety and protection of the environment as paramount above any and all other aspects or business relationships of this company. It is the goal of CETCO Oilfield Services to preserve every employee's health and well-being while in the employment of this company. This can only be achieved by total commitment to CETCO's safety practices.

CETCO Oilfield Services is committed to providing every employee with a safe work environment, knowledge, and training in safe work habits and practices. By doing this we will protect our employees from personal injury, reduce loss of property, and protect the environment to ensure an INCIDENT FREE working environment.

The success of CETCO depends not only on the services we perform and the products we provide for our customers, but also and just as importantly, the safe manner in which each job is performed. Due to these factors, our organization's operations policy is "PRODUCTION WITH SAFETY" not "Production and

Safety". By making safety equal, CETCO strategically establishes itself as a leader in the oilfield service industry.

Management at CETCO Oilfield Services supports the prevention of incidents, injuries, and occupational illness and seeks to reduce the risk of damage to the environment and property. Proactive individual involvement, personal accountability, and continuous improvement are expected of all management and employees to achieve these results.

CETCO Oilfield Services HSE Management System: CETCO's HSE management System defines the structure and principles of how to conduct operations regarding HSE processes, requirements, health and safety of our employees, customers and contractors and environmental protection. This system is communicated to all our employees, contractors and customers in all our locations. The HSE Management system is comprised of 7 elements and 25 sub-elements detailed as follows:



ELEMENT	SUB-ELEMENT
1. Leadership & Commitment	1.1. Leadership 1.2 Commitment
2. Policies and Strategic Objectives	2.1 Policies 2.2 Strategic Objectives 2.3 Organizational Responsibilities & Structure 2.4 Management Representative
3. Organization, Resources, and Information	3.1 Resources 3.2 Competence 3.3 Contractors 3.4 Information Management
4. Hazard Analysis and Risk Management	4.1 Hazard Identification 4.2 Risk Assessment 4.3 Prevention & Mitigation Measures
5. Business Planning	5.1 General Planning 5.2 Asset Integrity 5.3 Procedures and Work Instructions 5.4 Management of Change 5.5 Contingency and Emergency Planning
6. Implementation and Monitoring	6.1 Performance Review 6.2 Corrective Action and Non-Compliance 6.3 Incident Reporting, Review, and Investigation 6.4 Recognition Programs 6.5 Records
7. Audits & Reviews	7.1 Audits 7.2 Reviews

1. Leadership & Commitment

Goal: Achieve top-down management visible leadership and commitment to company culture.

2. Policies and Strategic Objective

Goal: Corporate policies and strategic objectives deployed to all levels of the organization.

3. Organization, Resources, and Information

Goal: Provision of required organizational responsibility, structure, and resources to achieve HSE objectives.

4. Hazard Analysis and Risk Management

Goal: Continuous hazard analysis and risk management of activities, products, and services and deployment of prevention and mitigation measures.

5. Business Planning

Goal: Planning the execution of business activities integrating HSE to all phases of our business; this includes planning for changes and emergency preparedness.

6. Implementation and Monitoring

Goal: Proper set of records available to monitor performance and activity to ensure objectives are met. Active employee involvement to implement corrective action as required.

7. Audits & Reviews

Goal: Effectiveness of implementation of the HSE Management system will be monitored periodically through systematic audits and reviews. Proper implementation of this system will be achieved through implementation of administrative controls in each location where we operate. System implementation will be monitored through regular reviews and improvements through modifications.

Monthly Safety Meetings:

Meeting of employees as well as management, up to and including the Vice President, at which various training subjects are presented, incidents are covered, question and answer sessions are allotted, and job specific information is shared.

Behavioral Based Observation Cards:

A behavior based injury prevention and hazard recognition process that focuses on at-risk behaviors that can lead to an injury and the safe behaviors that contribute to injury prevention.

Safety Incentive Program:

Company Management enthusiastically supports the protection of employee's safety and health. This support is demonstrated, in part, through programs to provide recognition and extra incentives for employees to work safely and efficiently. Management provides employees the opportunity to earn awards for their own safe, efficient work, and the safe efficient work of their team members. Safety incentive awards are intended to help maintain constant safety and health awareness. They are not considered a substitute for any element of the HSE Management System. Safety incentive awards will be issued monthly at the discretion of Senior Management based upon completion of the criteria listed below. All employees of CETCO have an impact on incident free operations; therefore all employees are eligible for the incentive program. Employees must comply with all company safety rules.

1. Employee's attendance at all required safety meetings and training sessions.
2. No unexcused absences for scheduled work.
3. Employee to be employed for entire month (pro-rated if less, 0 if terminated).
4. Complete a minimum of 5 Behavior Based Safety Observations per month.

Our incentive program will work as follows:

- a. Employee to complete requirements of eligibility.
- b. Employee's HSE Supervisor and HR Dept. will report items 1-5 of requirements to Safety Dept.
- c. Safety Dept. will verify all information.
- d. Safety Dept. will total points and submit order for incentive awards.
- e. Incentive awards will be shipped to respective divisions and distributed to eligible employees.

Job Performance Package:

Program by which employees are provided a means to document activities on the job while customers are given the opportunity to report the performance of personnel and equipment. This package is comprised of:

- Customer/Job Information
- Safety Meeting Roster
- Job Service Report
- BBS Cards
- Near Miss/Incident Report
- BJSEA's

Behavioral Job Safety & Environmental Analysis:

A pre-job behavioral based program that focuses on job selection, basic job steps, hazards associated with each step, and recommended safe behaviors for successful job completion.

Correct Behavior Inventories:

Program developed by which specific oilfield tasks are identified for employees and the correct behaviors for completing these tasks safely are listed.

Orientation/Training:

At CETCO Oilfield Services, safety and training are an integral part of our operation. We strive to maintain a safety culture which keeps our workplace incident free by providing training to employees on core industry and OSHA safety topics, processes, and procedures related to our operations and hazards identified. This safety training as well as technical training includes all industrial safe work practices, skills, and certifications that make us a leader in the industry and gives our employees the tools to progress in their job duties while contributing to the success of the overall safety environment.



Our safety training includes:

Introductory Requirements

(Completed Hire Date)

Completion of Employee Evaluation	Initial
Completion of Medical Physical	Initial
Issued Personal Protective Equipment	Initial and as needed

Introductory Training

Initial and Annual

CETCO Oilfield Services Policies and Procedures	Initial
Site Safety Orientation	Initial
Drug and Alcohol Awareness & Testing	Initial and Annually
Back Safety	Initial and Annually
Emergency Action Plan	Initial and Annually
Fire Safety/Hot Work/Welding	Initial and Annually
HAZCOM	Initial and Annually
Hearing Conservation	Initial and Annually
Lockout/Tagout	Initial and Annually
Personal Protective Equipment	Initial and Annually
Access to Medical Records	Initial and Annually
Respiratory Protection	Initial and Annually
H2S Safety & Awareness	Initial and Annually
Bloodborne Pathogens	Initial and Annually
Job Safety Analysis	Initial and Annually
Fall Protection	Initial and Annually
HAZWOPER (24 Hours)	Initial and Annually
Confined Space Entry	Initial and Annually
First Aid/CPR	Initial and Every Two Years
T-2 Production Safety Systems	Initial and Every Three Years
NORM Awareness/Surveyor	Initial
Offshore Water Survival	Initial and Every Three years
Forklift Safety & Awareness	Initial and Annually
PEC Refresher	Annual
PSM/SEMP	Initial and Annually
Hazmat DOT	Initial and Every Three Years
Rigging Safety	Initial and Every Two years
Phase 1 Operations	Initial and Annually
Electrical Safety	Initial and Annually
Crane Operator Safety	Initial and Every Four Years
Well Control School	Initial and Every Two Years
Defensive Driving	Initial and Annually

Training Matrix Program:

Database for procedural training documentation that is maintained for employees on required training subjects.