2017 Corporate HSE Business Plan

Focus Areas	Champion	Leader	Action Item	Start	Duration	End	Performance Measure
Assurance	OSD	MSE5	Develop Level 2 HSE audit toolkits and cascade to all directorates.	Q1 2017	6 months	Q2 2017	Development of Level 2 HSE audit toolkit for at least 3 focus areas.
			Review and incorporate directorates feedback on level 2 audit plan before launching the 2018 level 2 plan.	Q3 2017	3 months	Q4 2017	Collection of directorates feedback on Level 2 and incorporation into 2018 Level 2 Plan.
BBS	UWD MSEM	MSE11	Launch IHTIMAM pilot project in Nimr area for In-Sourcing, Carillion and Dalma.	Q1 2017	4 months	Q2 2017	Launching of IHTIMAM into the three areas
			Evaluate IHTIMAM pilot project.	Q2 2017	2 months	Q3 2017	Production of evaluation report of IHTIMAM project.
			Roll out of IHTIMAM across well engineering.	Q4 2017	12 months	Q4 2018	Launching of IHTIMAM across WE.
Worksite Hazards		MSE13	Develop new implementation strategy and roll out of Front Line Supervisor FLS phase 1 within selected Well Engineering Contractors.	Q1 2017	12 months	Q4 2017	Rolling out of phase 1 FLS within the selected WE contractors.
			Develop implementation plan of FLS phase 2 for PDO Well Engineering.	Q1 2017	12 months	Q4 2017	Development of FLS phase 2 plan.
Contract HSE Management	FD	MSE12	Launch on-Line training for the contract Holders (align with competence assessment requirements). This is to include GU-140 (C9) development and Risk Assessment of a contract.	Q1 2017	12 months	Q4 2017	Launching of on-line CHs training.
			Directorates to conduct HSE competence assessment, manage the gaps for Contract Holders and Contract Site representatives responsible for Medium/High HSE Risk contracts.	Q1 2017	12 months	Q4 2017	Complete SAP assessments of 75% of all directorates relevant staff.
Emergency Response	UID	UIC4	Create a comprehensive Emergency Response Plan for MaF that integrates all ER elements, including risks from other operators in the Industrial Area.	Q1 2017	9 months	Q3 2017	Production of MaF ERP.
Environment	UID	MSE2	Implement 2017 activities as listed in Environmental Strategy road map.	Q1 2017	12 months	Q4 2017	100% completion of the activities by set deadlines.
HSE Competence	PCD	PCL8	Establish a sustainable assurance process to ensure quality of HSE training is maintained.	Q1 2017	12 months	Q4 2017	Establishment of HSE training assurance process.
Incident Investigation	GD	MSE3	Implement new process for minor incident and near miss investigation assurance to extract maximum learnings from these incidents for minimal effort.	Q1 2017	12 months	Q4 2017	Creation and implementation of minor incident investigation process.
			Launch HSE Toolkit booklet.	Q1 2017	12 months	Q4 2017	Launching of HSE Toolkit booklet.
			Finalise and launch LTI Data Book.	Q1 2017	12 months	Q4 2017	Launching of LTI databook.
Management of Change	UEOD	UOP6	Update and roll out MoC Procedure to make it clear and understandable to all (Using MSE Procedure Model).	Q1 2017	9 months	Q3 2017	Rolling out of updated MoC procedure.
Occupational Health	MD EVD	MCC	Report compliance to Framingham and Fitness to Work requirements to MDC quarterly.	Q1 2017	12 months	Q4 2017	Production of quarterly reports to MDC.
			Develop and roll out Alcohol & Drugs Policy and associated procedure. Implement the randomized alcohol & drugs test as specified in the policy and procedure.	Q1 2017	12 months	Q4 2017	Development and implementation of Alcohol & Drugs policy requirements.
			Centralize Medical Facilities for Contractors in three areas.	Q1 2017	12 months	Q4 2017	Completion of centralized medical facilities in 3 areas.
Radiation	UPD	MCOH2	Implement 2017 activities according to Radiation Strategy Plan.	Q1 2017	12 months	Q4 2017	100% completion of the activities by set deadlines.
Road Safety	XD OND	MSE7	Set a minimum standard for tyre repairs.	Q2 2017	3 months	Q3 2017	Creation of minimum standards for tyre repairs.
			Delivery and installation of solar self-lit road reflectors (1094 KM).	Q1 2017	12 months	Q4 2017	Installation of solar self-lit road reflectors for 1094 km.
		UWL	Operationalize IVMS/SJM centre and produce monthly compliance reports.	Q1 2017	12 months	Q4 2017	Integration of all IVMS in the centre and production of monthly reports to MDC.
			Progress the new commuting strategy for PDO and contractors staff to/from the interior locations; covering hubs, ER vehicles and utilization of Oman airports.	Q1 2017	12 months	Q4 2017	Production of quarterly compliance updates on commuting strategy.