



Simultaneous Operations (SimOps) Standard

MSW Process – Contractor Communication

**Thailand Profit Center
March, 2009**



Purpose – Scope & Objectives

Purpose

The purpose of this standard is to ensure that simultaneous operations are performed in a safe and controlled manner.

Objective

The objective of this standard is to ensure that potential conflicts, risks or hazards are identified and assessed prior to performing two concurrent activities at or near the same location or work area.



Purpose – Scope & Objectives

Scope

This Simultaneous Operations Safe Work Practice (SWP) standard is applicable to work performed by Chevron employees and their delegates and contractors within Chevron Global Upstream Exploration and Production (GU) operational control.

Simultaneous Operations (SimOps) is defined as, but not limited to, performing two or more of the following operations concurrently in close proximity:

Production Operations	Rig Operations or Rig Moves
Construction Operations, including Electrical and Instrumentation (I&E)	Used of Shared Road Networks
Anchoring of Vessels	Mobilization and Demobilization of Equipment
Derrick Barge Operations	Seismic or Geotechnical Operations
Heavy Lifts	Aircraft Landing/Takeoff
Diving Operations	Emergency and/or Spill Response

NOTE: Each Global Upstream strategic business unit (SBU) or location may have additional SimOps operations or regulatory requirements.

Requirements

1. Communication shall be established at the outset of simultaneous operations (SimOps) and maintained daily through both normal and abnormal conditions and documented on the Daily Simultaneous Operations Log.
2. SimOps should be discussed daily at shift/hourly meetings between all parties.
3. A **Simultaneous Operations Plan** must be used to create a written plan that:
 - Designates the responsible parties for the various operations being performed
 - Establishes emergency response awareness and contacts
 - Identifies hazards and appropriate mitigations (precautions and actions)
 - Clarifies communication between the various operations

Requirements

4. A **Simultaneous Operations Log** must be used during simultaneous operations, and is to be completed daily by the SimOps Controller prior to commencement of simultaneous operations.
5. A **Simultaneous Operations Plan Checklist** must be used for compliance with the Simultaneous Operations Plan. The checklist is provided to use as a tool to ensure ongoing compliance with the SimOps plan. It is to be completed by the SimOps Controller.

Terms and Definitions

Company Representative – A Chevron employee or designee who is responsible for liaising with and managing the contractor to ensure that the contractor performs the work safely in accordance with applicable SWP standards.

SimOps Controller – A Chevron employee or designee who is responsible for coordinating the Simultaneous Operations activities at a facility.

SimOps Representative- A Chevron employee or designee who is responsible for coordinating one of the contributing Simultaneous Operations with the SimOps Controller.