



Managing Safe Work (MSW) Process Overview

Operational Excellence Management System



Managing Safe Work (MSW) Process Overview



What is the Managing Safe Work Process?

It is a management system, written in a five component model to manage safe work practices in order to fulfill OE

Element 3.2 Expectations of:

- *A comprehensive safety program is in place for each location. Core elements of the program shall include:*
- *Written Safe Work Practices (SWP). SWPs include: permit to work, hot work, confined space entry, equipment isolation (lockout/tagout), opening equipment, excavation, working at heights, electrical work, simultaneous operations (SimOps), bypassing critical protections and lifting and rigging, and other applicable practices identified through risk assessment of local operations.*
- *A Job Safety Analysis (JSA) to identify, eliminate or mitigate potential risks prior to conducting work.*
- *Stop Work Authority*

Managing Safe Work Process

Purpose and Objective

The purpose of the Managing Safe Work (MSW) process is to identify, assess, and mitigate, control or eliminate the risks associated with work.

The MSW process provides for the identification and evaluation of job task hazards, specification of control measures, **management of those measures**, control of the work, and **behaviors to support safe work**.

Managing Safe Work Process

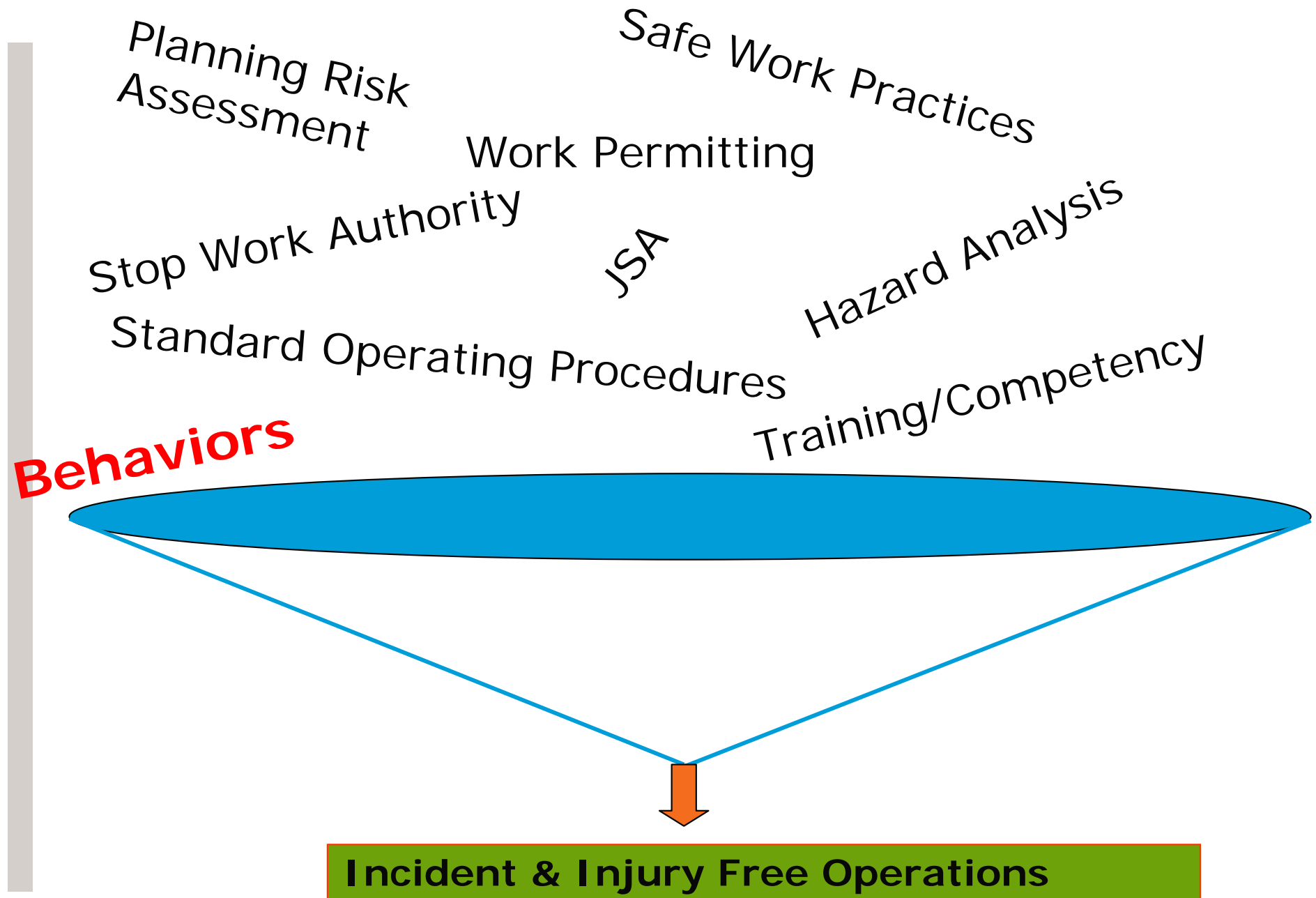
Scope

This MSW operational excellence (OE) process covers work performed by Chevron employees and their delegates and contractors within Chevron Global Upstream (GU) Exploration and Production **operational control**.

Contractor MSW process activities (e.g., permitting, safe work practices, SOPs) within Chevron Operational Control are expected to meet the requirements of the GU MSW process.

The SBU will work with contractors to determine if the SBU MSW process (or specific procedures, safe work practices, etc.) will be used and/or if the contractor process may be used. The Contractor HES Management (CHESM) process or other SBU process (e.g. bridging procedure) is generally used to review contractor MSW activities.

What's in the Managing Safe Work Process?



Chevron Thailand MSW Process Requirements



To comply with this process, Chevron Thailand shall meet the following requirements:

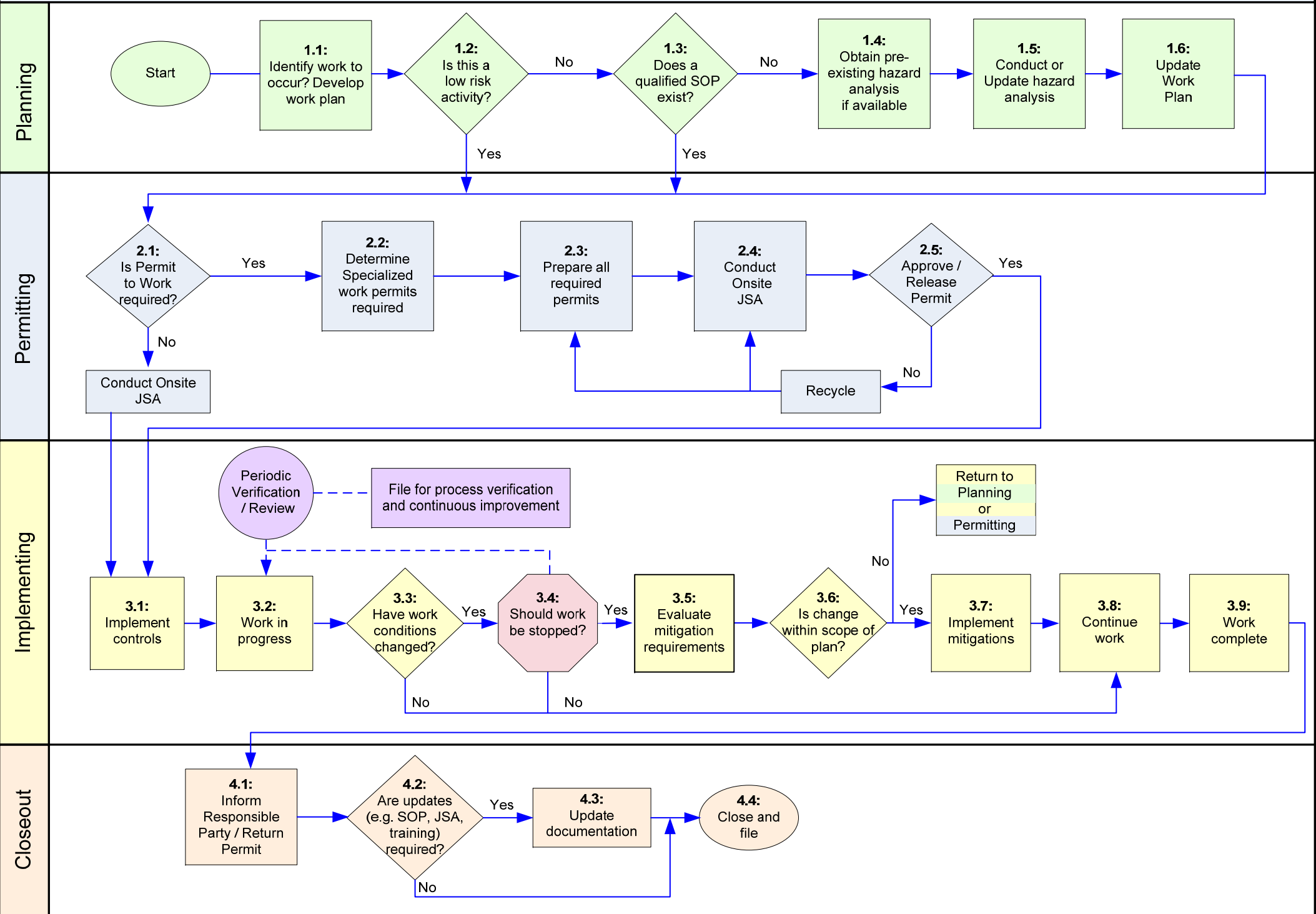
1. Work shall be performed consistent with the steps and sequence outlined in the Chevron Thailand MSW process flow.
2. Conduct an MSW Engagement Session to identify supervision, by level in the organization, and associated behaviors specific to supporting the MSW Process. Measurement, tracking, and review of these identified behaviors shall be established along with setting appropriate accountability.
3. Work planning shall include a hazard analysis.
4. Contractors shall utilize a MSW process consistent with the design and intent of the Chevron Thailand process. Contractors using their MSW process shall be reviewed through the CHESM or other Chevron Thailand process.

Chevron Thailand MSW Process Requirements

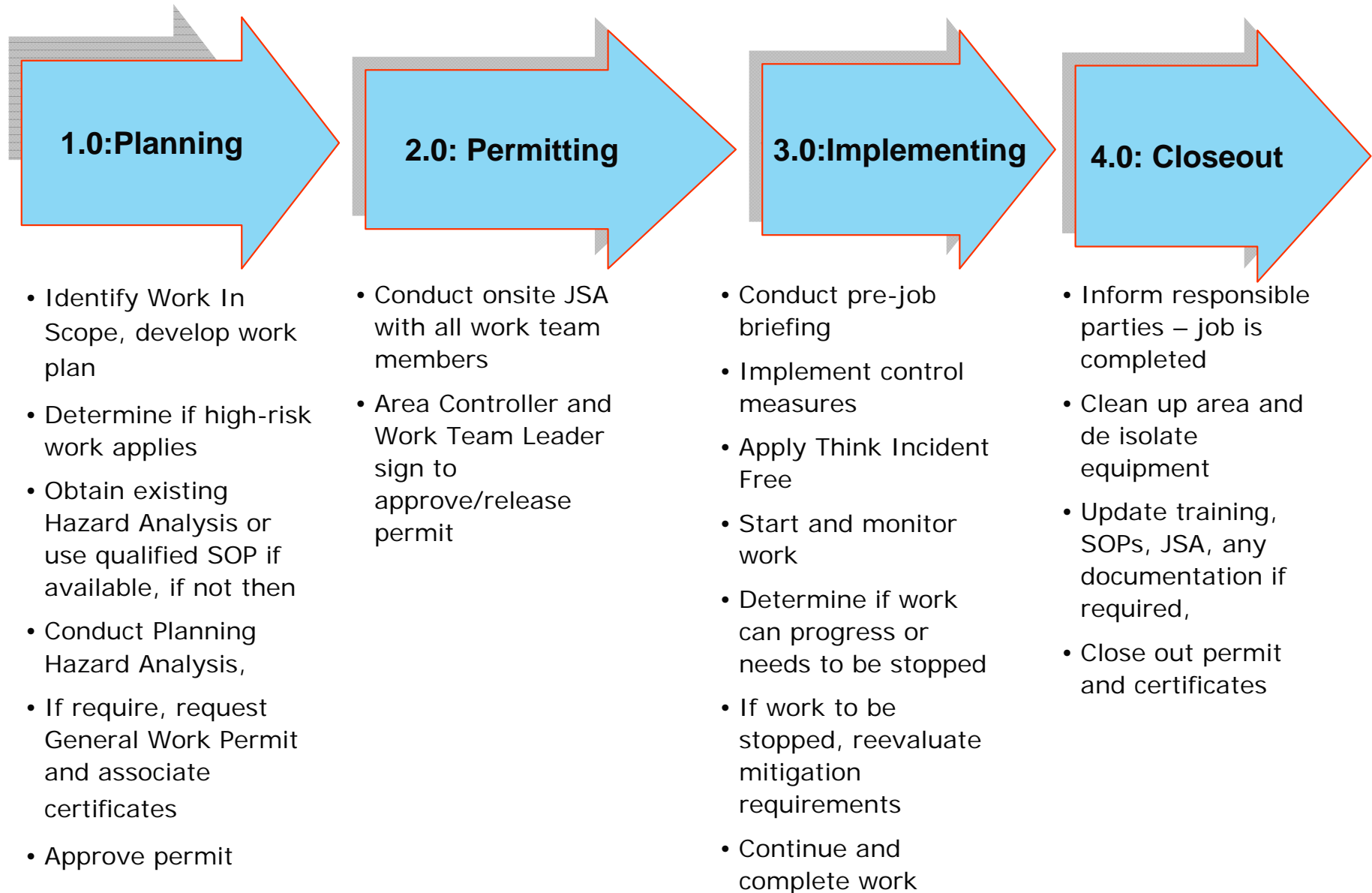


5. SWP standards that meet or exceed the Chevron Thailand SWP Standards shall be maintained.
6. A job safety analysis (JSA) shall be performed prior to the beginning of work. This shall be discussed with workers prior to the start of the job.
7. A Stop Work Authority (SWA) policy shall be established, communicated and reinforced.
8. Personnel with roles in the MSW process shall demonstrate MSW competencies appropriate to their role. Affected personnel shall understand the SWPs that apply to their work and level of responsibility prior to performing the work, or be under the direct (and constant) supervision of a supervisor.

MSW Process Work Flow



Impact to Daily Work – MSW Workflow



Chevron Thailand MSW Process Requirements



Precedence of Local Regulatory Requirements

Local regulatory requirements shall take precedence in the event of a conflict between MSW process requirements and local regulations.

Role and Responsibilities

Contractor / Subcontractor Management

- Ensure that supervisors and employees are properly trained, understand and follow the MSW process and procedures
- Ensure that up-to-date records of trained Work Team Leaders are kept