

The **SEMS Plan** provides details regarding each of the 17 required elements of SEMS II listed below and is located by clicking the **SEMS** tab on the website menu. Additional information is available for each element as shown below. Information located in **SEMS** menu tab requires login for access.

1. Management Commitment

Details are available by clicking **SEMS** tab, then **SEMS PLAN**. **APACHE SAFETY & ENVIRONMENTAL POLICIES**, **STOP WORK AUTHORITY** and **APACHE WORLDWIDE EH&S STANDARDS** are located under **HOME** tab on the website.

2. Safety & Environmental Information

The **SEMS** menu allow access to **PLATFORM DATA**, (general platform info, Operating Procedures, Hazard Analysis and Approved Drawings). The **ENVIRONMENTAL** tab allows access to NPDES, Spill Reporting, Material Shipping and Waste Management plans.

3. Hazard Analysis / JSA

Apache guidelines are included in the **SEMS PLAN**. The **MOC** process includes facility-level and pre-job hazard analysis. The JSA process is described in detail in the **SAFE WORK PRACTICES** accessed on the SEMS portal home page and documented within the **DAILY WORK REVIEW AND PERMIT STORAGE (DWRAP)**, under the **SEMS** menu. Facility level hazard analyses are accessible under **PLATFORM DATA**.

4. Management of Change

Accessed under the **SEMS** menu and detailed within the **SEMS PLAN**.

5. Operating Procedures

Platform Operating Procedures are available under **PLATFORM DATA** tab and within the **MOC** program.

6. Safe Work Practices (SWP)

Links are provided to individual SWPs and associated forms in **SAFE WORK PRACTICES** on the SEMS portal home screen. Safety & Environmental forms can also be accessed in **FORMS** located in the **SEMS** menus. SEMS-required permitting processes are documented within the **DAILY WORK REVIEW AND PERMIT STORAGE (DWRAPS)** process.

7. Training

Apache employee training is accessed through **SEMS** menus by clicking the **APACHE TRAINING** tab. Contractor training requirements are located within **SAFE WORK PRACTICES** and within **CONTRACTOR SAFETY REQUIREMENTS**. **CONTRACTOR SAFETY REQUIREMENTS** includes **FRC** information, **ORIENTATION PROCESS** which provides safety orientation guidelines, video and form to verify compliance, **CONTRACTOR TRAINING MATRIX**, and **MARINE DEBRIS TRAINING** slideshow. **SEMS IMPLEMENTATION TRAINING** under the **SEMS** tab provides links to view the **SEMS** Training Webinars.

8. Mechanical Integrity

After login under the **SEMS** tab, links are provided under Mechanical Integrity to the following: **MAINTENANCE DATA-BASE**, **DAILY COMPRESSOR REPORTS**, **OCEANEERING** (piping & pressure vessel inspection, Level I & II), **PIPING AND VESSEL** (In-Service Inspection Guidelines), Apache piping and equipment **SPECIFICATIONS**, **MAINTENANCE PHILOSOPHY**, **AUTOMATION PHILOSOPHY**, **MONTHLY SAFETY DEVICE TESTING**.

9. Pre-Startup

Pre-Startup review requirements are satisfied within the **MOC** process, with details provided in Section 9 of the **SEMS PLAN**.

10. Emergency Response

Emergency contact information is included in the **CONTACTS** tab on the home screen. The **EMERGENCY PLANS** tab (after login) allows direct access to Emergency Evacuation Plans, Spill Plan Quick Guide and Response Procedures. Details regarding Apache's Emergency Response procedures are located in the **SEMS PLAN** and within the **SAFE WORK PRACTICES**. These include Emergency Evacuation Plan, Oil Spill Contingency Plan, Medical Evacuation, training and drills.

11. Incident Investigation

The **SEMS PLAN** includes information regarding Incident Investigation, as do the **SAFE WORK PRACTICES**. An **INCIDENT REPORTING SYSTEM** tab is included in the **SEMS** menus to provide quick links to required reports and instructions.

12. Audits

The **SEMS PLAN** includes information regarding auditing.

13. Documentation / Recordkeeping

Requirements included within the **SEMS PLAN**. Individual processes such as **MOC** and **DWRAPS** include recordkeeping and storage capabilities.

14. Stop Work Authority (SWA)

STOP WORK AUTHORITY is located under **HOME** tab on the portal. If Stop Work Authority is called because of imminent risk or danger, approval from the individual with Ultimate Work Authority (**UWA**) is required.

15. Ultimate Work Authority (UWA)

Ultimate Work Authority means the authority assigned to an individual or position to make final decisions relating to activities and operations on the facility. The individual must be identified before the operation commences and all crew members must know who has ultimate work authority for their operation or facility.

16. Employee Participation Program (EPP)

The Employee Participation Program is designed to ensure the necessary flow of information concerning the SEMS Program between Management and Employees. Complete program details are available in the SEMS Plan on the SEMS Portal.

SEMS Elements Continued:

17. Reporting Unsafe Working Conditions

Apache has posted the “Reporting Unsafe Working Conditions” notice on all manned facilities in a visible location frequently visited by personnel regarding reporting procedures.

Apache’s SEMS website (SEMS Portal) offers easy access to the information you need on a daily basis. The items below designate tabs located on the SEMS portal. A link is provided to SEMS Help for assistance.

SITE MAP Guide

SEMS WEBSITE <https://semsportal.apachecorp.com>

SEMS HELP sems.help@apachecorp.com

HOME (No login required)

- APACHE SAFETY POLICY
- APACHE ENVIRONMENTAL POLICY
- STOP WORK AUTHORITY
- APACHE WORLDWIDE EH&S STANDARDS

CONTRACTOR SAFETY REQUIREMENTS (No login required) - Contractor safety & environmental requirements

- Flame Retardant Clothing – FRC Memo
- ORIENTATION PROCESS—Video, Form
- CONTRACTOR TRAINING—Matrix, ISN
- MARINE DEBRIS TRAINING—Slideshow

SAFE WORK PRACTICES (No login required) - Links to SWPs and Forms

- MATERIAL SHIPPING PROCEDURES
- WASTE MANAGEMENT PLAN

SAFETY ALERTS / MEMOS (No login required) - Links to various recent and historical alerts and memos

- SAFETY MEETING TOPICS
- APACHE SAFETY ALERTS
- BOEM/BSEE SAFETY ALERTS
- REGULATORY ALERTS

CONTACTS (No login required) - General emergency, safety and regulatory contact information

RESOURCES (No login required) - Links to government and industry resources. Includes link to PINC list.

SEMS (No login required)

- SEMS PLAN — Apache SEMS plan document
- SEMS IMPLEMENTATION TRAINING — webinar recordings

SEMS (Login required)

- Bridging Documents — Active contractor bridging agreements
- MOC — Apache Management of Change program
- PLATFORM DATA — Operating Procedures, Hazard Analysis, Approved Drawings and general facility information
- MECHANICAL INTEGRITY — links to: Maintenance Database, Piping and Vessel In-Service Inspection Guidelines, Apache piping and equipment Specifications, Maintenance Philosophy, Automation Philosophy, Monthly Safety Device Testing
- APACHE TRAINING — Apache employee training access, Production Study Guides
- INCIDENT REPORTING — links to Loss Occurrence (LOR) reporting instructions and forms
- ENVIRONMENTAL — NPDES (Permits, Guidelines, Training, Forms), Sheen Spill Reporting, Material Handling & Shipping (HAZMAT), Waste Management Plan
- DAILY WORK REVIEW & PERMIT STORAGE (DWRAPS) - Access to DWRAPS process and permit/JSA document storage
- FORMS — Links to forms for Safety/Environmental, Regulatory, Purchasing and Maintenance
- CONTACTS — Apache detailed contacts links

EMERGENCY PLANS - Links to Emergency Evacuation Plans, Sheen Spill Quick Guide, Spill Response Procedures and Approval Letter