



SafeGulf Course Syllabus | Basic Orientation for Offshore Contractors

Safe Gulf is an orientation of safety awareness for those working offshore. The information presented in this syllabus is one-time awareness orientation. Refer to your company or regulatory requirements to ensure compliance with required initial and refresher trainings. Upon completion of the course, the student will be able to understand the below topics.

1. Incident Reporting and Investigation

- Describe the need and responsibility for reporting accidents, incidents, near misses and investigations.
- Describe what an incident is and provide examples
- Describe what a near miss is
- List the various types of incidents
- Describe the purpose of incident investigation
- Describe how incidents should be reported

2. Accident Prevention Signs and Tags

- Identify the types and meanings of signs and tags

3. Hand Safety

- Describe things to consider regarding hand safety
- List the general safety rules regarding hand safety
- Identify types of typical hand protection (list examples)
- Describe the right tools for the job
- Describe the alternative tools
- Describe how to use the knife
- Explain the various causes of hand injuries

4. Prevention Ergonomics & Manual lifting and handling

- Explain why back injuries occur
- Describe the mechanics of lifting safety
 - Alternatives to lifting
 - Safety tips for lifting
 - Repetitive motion injuries
 - Posture relief and stretching

5. Human Performance/Behavioral Safety

- Explain ABC analysis
- Describe management's role in behavioral safety



SafeGulf Course Syllabus | Basic Orientation for Offshore Contractors

6. Wellness

- Fit for Duty
 - List common illnesses
 - Explain universal practices for preventing transmission of disease- Blood Borne Pathogens
 - Discuss the importance of vaccines (local, regional, International)
 - Heat and Cold Stress
 - Discuss the importance of bringing the proper medication, properly labeled, not expired and enough for length of stay

7. Confined Space

- Describe criteria of a confined space
- Examples of confined spaces
- Explain typical four positions of confined space
- Explain why you do not enter a confined space without additional training

8. Lockout/Tagout

- Identify sources of hazardous energy
- Identify when a piece of equipment needs to be locked out
- Identify lockout/tagout types (Individual, Group, Removal of Locks)
- Explain why you do not perform lockout/tagout without additional training

9. Drug and Alcohol/Substance Abuse

- Discuss the government regulations pertaining to drug, alcohol and substance use in the workplace (including supervisor training requirements)
- Describe what a substance is including non-prescription
- Explain the consequences of drug and alcohol and/or substance use
- Explain the drug and alcohol testing process
- Explain need for awareness of variations in company policy and governmental regulations

10. Global Harmonization System

- Review GHS classification system and labeling
- Locate chemical inventory in your workplace
- Explain and review the elements of Safety Data Sheets (SDS)

11. Electrical Safety (Non-Qualified)

- Identify causes of electrical accidents



SafeGulf Course Syllabus | Basic Orientation for Offshore Contractors

- Outline the requirements of working with portable electrical equipment

12. Incipient Fire Prevention and Portable Fire Extinguishers

- Discuss fire protection, prevention and detection
- Explain the elements of a fire
- Describe types of extinguisher and use - PASS

13. Walking Working Surfaces

- Describe what walking-working surfaces are and hazards (e.g., slips, trips and falls)
- Identify methods and types of barricades and uses

14. Job Planning and Risk Assessment

- List the steps involved in a Risk Assessment (e.g., JHA, JSA, AHA)
- Discuss different types of Work Permits

15. Emergency Response

- Review worksite ERP/Station Bill responsibilities
- Describe steps to be taken when leaks, spills or releases are discovered (ESD)

16. Personal Protective Equipment, Respiratory

- Discuss common types of Personal Protective Equipment (PPE)
- Describe what is required in performing a PPE assessment
- Describe the importance of storage, inspection, sanitation and proper fit of PPE
- Describe how PPE is used in controlling hazards as a last line of defense

17. Personal Conduct

- Discuss the importance of “Zero Tolerance” rule
 - Regarding workplace violence
 - Being respectful of others property and personal space
 - Grooming and hygiene

18. Working at Heights Prevention

- Describe the difference between fall protection and fall arrest (provide examples of both)
 - Height requirements for fall protection will be provided by employer
- Explain end user responsibility (i.e., inspections, tagging system, instruction)
- Explain proper use and inspection of ladders, stairways and handrails
- Discuss dropped objects prevention



SafeGulf Course Syllabus | Basic Orientation for Offshore Contractors

19. SEMS

- Describe SEMS elements
- Differentiate BSEE and Coast Guard role and authority
- Employee and Employer responsibility for SEMS

20. OFFSHORE EXPECTATIONS

- Discuss typical site-specific orientation and locations
 - Living quarters
 - Dining hall/galley
 - Internet connectivity
 - Medical facilities, considerations, prescriptions
 - Recreation – gym, TV, movies
 - Laundry facilities
 - Transport/transfer
 - Schedules and timeframes
 - Industry awareness (e.g., social media, photos, proprietary information)
- Describe what work clothes and PPE are required to work
- Identify what items are banned from offshore facilities
- Discuss impacts of weather (e.g., PPE, lightening, heat illness, stop work)

21. Marine Debris

- Discuss the consequences and regulations regarding marine debris being thrown into the water
- Discuss the impact to wildlife



SafeGulf Course Syllabus | Basic Orientation for Offshore Contractors

Disclaimer

The information contained in this document are subject to continuous improvements being made all the time, for the promotion of illness/injury prevention and to assist companies in complying with rules and regulations relating to General Safety and Awareness Orientation. It is not a comprehensive review of all actions, which may be taken to minimize damage, loss or to successfully comply with Federal regulations. The producer makes no representation or warranties, express, implied or statutory regarding the suitability of this material for use in developing a comprehensive illness/injury prevention and safety program. Consult with your legal advisor concerning matters involving legal issues. SafeGulf and its members assume no responsibilities and expressly disclaim liability for any injury, including death or any loss, damage or exposure arising out of, or in any way related to the use of this Syllabus/Training program or written materials accompanying this program. The company/person licensing this training program accepts understanding of this disclaimer by using the Syllabus/Training program.

Copyright Information

No part of this Syllabus may be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without permission in writing from the copyright holder. SafeGulf does give permission to the current member in good standing organizations, to make copies of the above as necessary for their own in-house use. Selling, loaning, renting or giving any part of the SafeGulf program to others is a violation of copyright law and is infringement. It is also a violation of the SafeGulf Accreditation Policies. Any and all methods of enforcement will be pursued.