



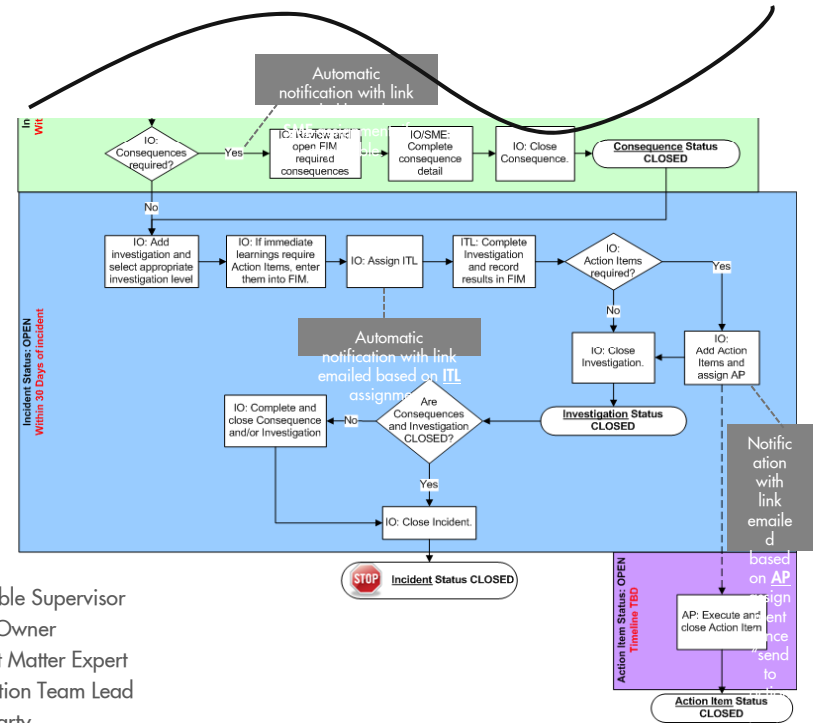
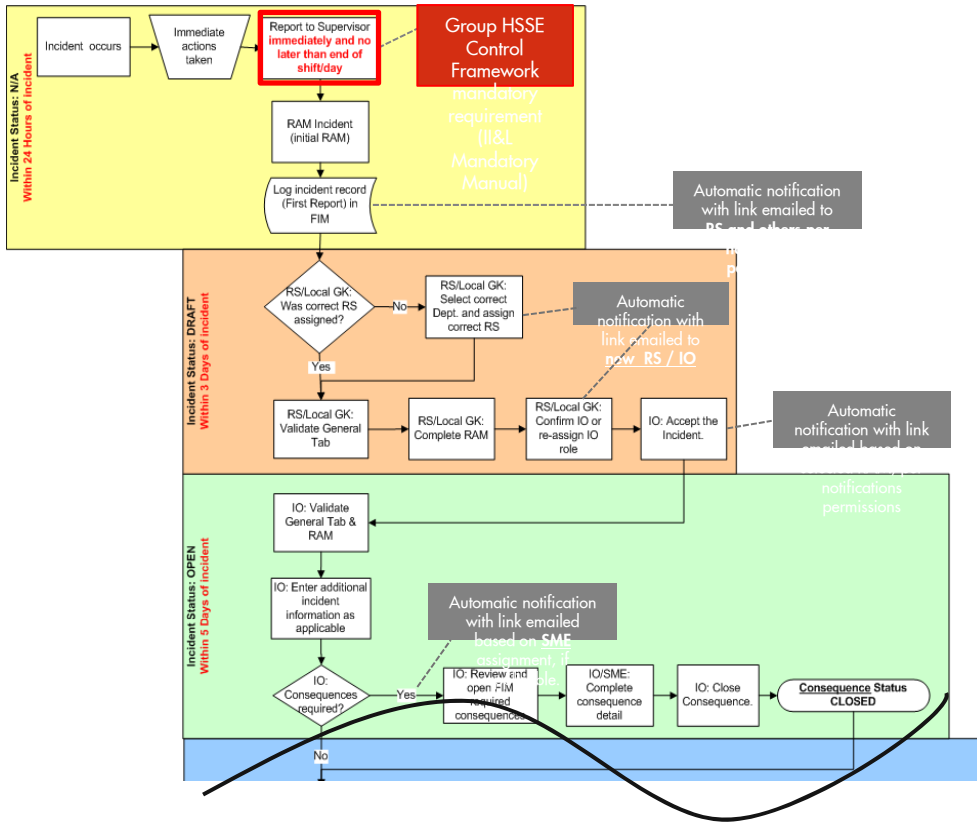
# **BASIC FOUNTAIN OVERVIEW UA CONTRACTOR WEBSITE**

Cheryl Ruest – UA DW Sr HSE Tech, supporting Engr Proj.

# What is Fountain?

- It is one global HSSE data management system.
- Consists of 4 components, 3 software applications.
- **Incident Reporting and Follow-up. (FIM)**
  - Impact.
- Environmental data collection and reporting.
  - opsEnvironmental (FE).
- Knowledge Management.
  - Insight Browser
- Assurance Action Tracking.
  - Impact.

# Incident Flow



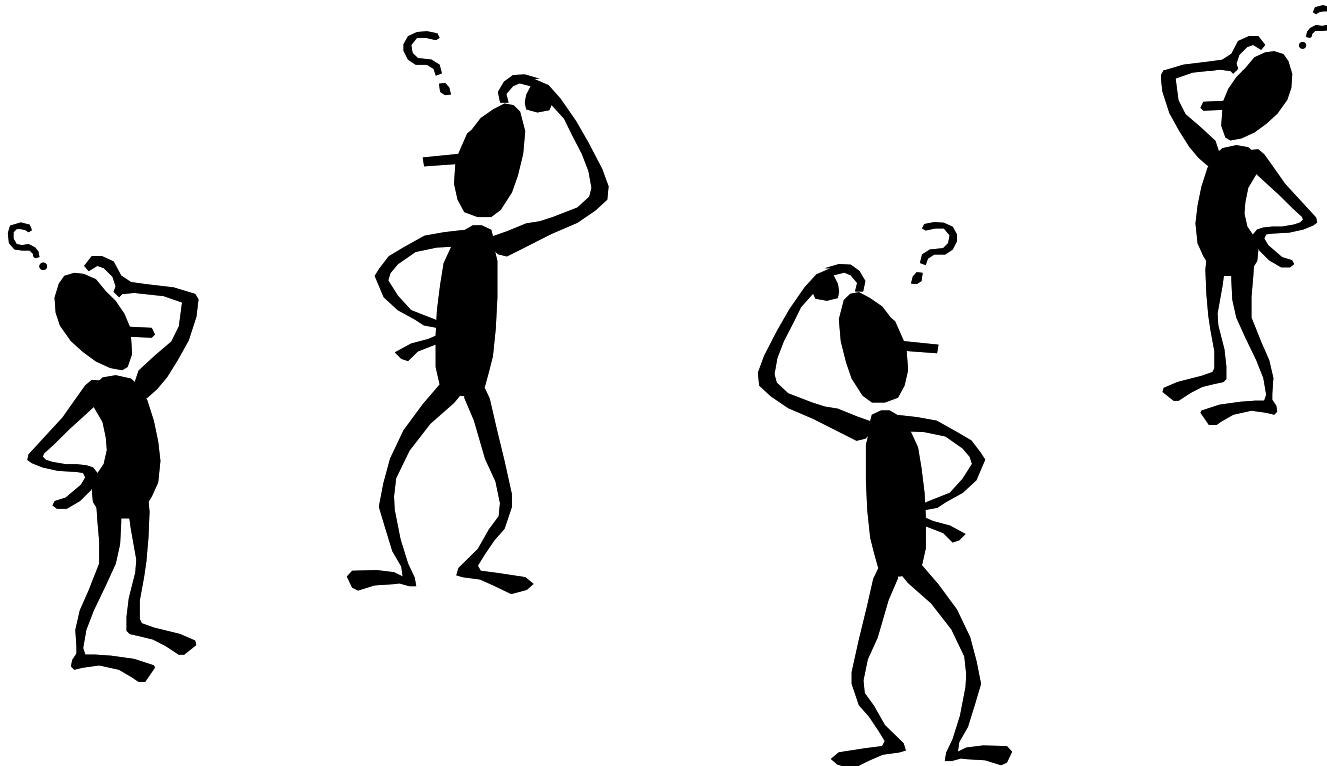
- RS: Responsible Supervisor
  - IO: Incident Owner
  - SME: Subject Matter Expert
  - ITL: Investigation Team Lead
  - AP: Action Party
  - II&L: Incident Investigation & Learning
- Notes:**  
 At discretion of each Business Unit:  
 1. Use of expanded workflow (including other roles, like classifier)  
 2. Rules on which method to use to enter incident record in FIM (First Report Vs Add Incident)  
 3. Rules on role assignment

## Misc info

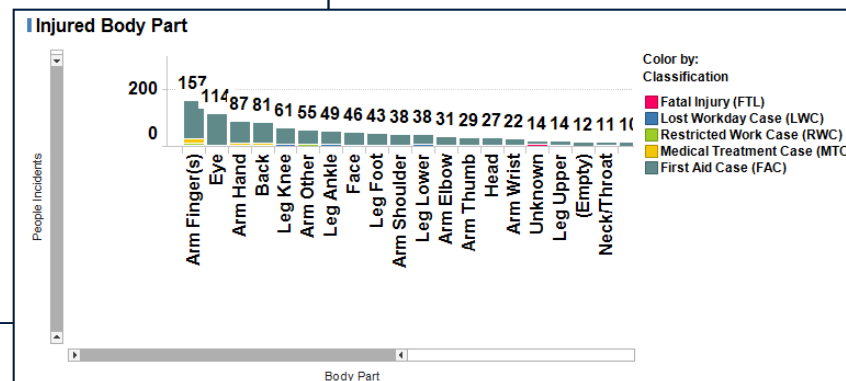
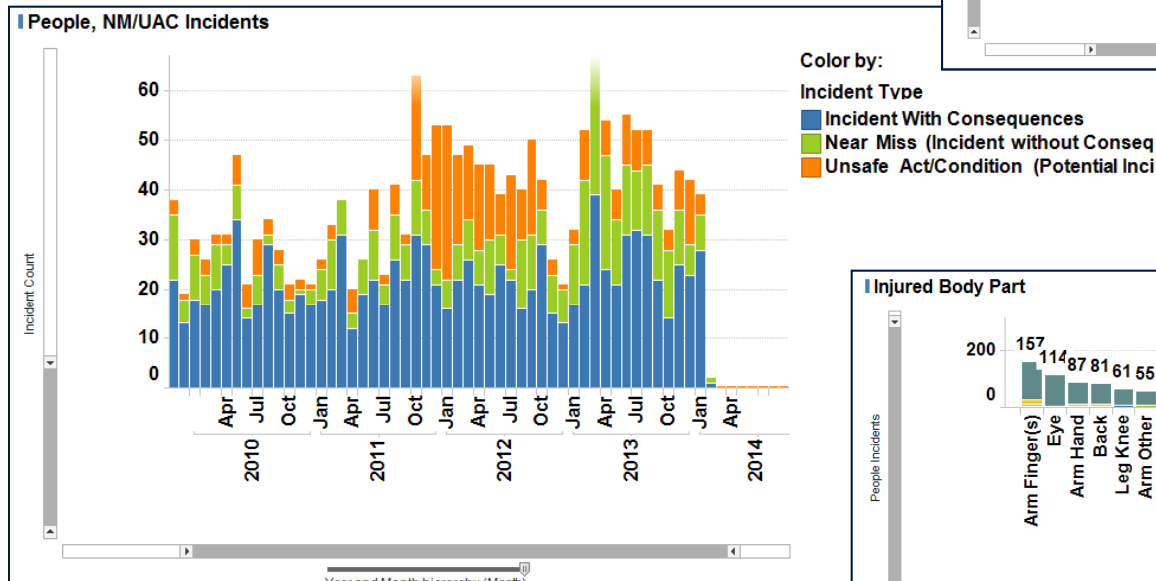
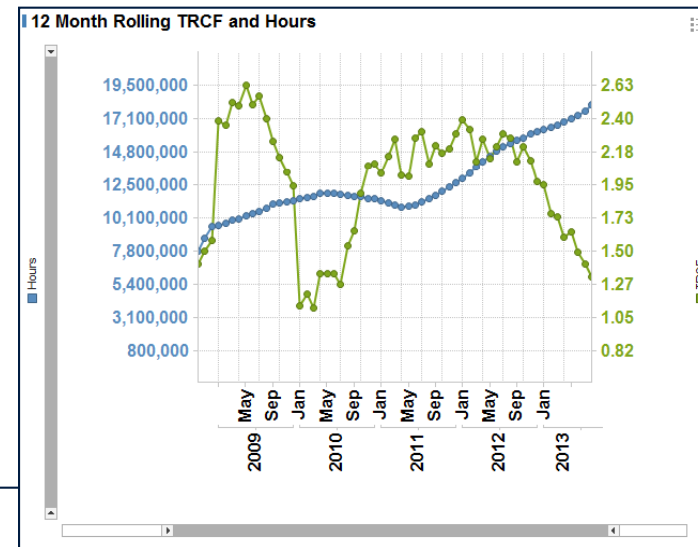
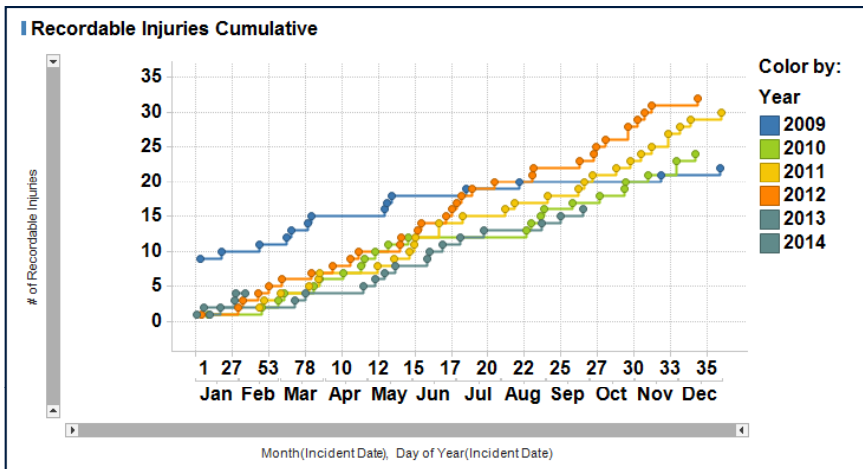
- Who enters a Fountain Incident for Engr Projects
- Who has HSE Accountability



Microsoft Office  
Word Document



# Example of Spotfire graphs in OMS – Personal Safety



# UA CONTRACTOR WEBSITE - STANDARDS / PROCEDURES / GUIDELINES

<http://us.uacontractor.com/>

**Current Location:** **Change Location:**

## Upstream Americas Contractor Home Page

Protection of both the health and well-being of all employees and contractors and protection of the environment are of utmost concern to Shell Upstream Americas. To effectively manage contractor HSE performance, Shell UA utilizes the Contractor HSE Management Process (**CSMP**).

This process describes the identification, assessment, and control of HSE-related risk incurred by using contractors to provide services. Shell UA includes contractor HSE performance in its reported progress toward targets and expects all Shell and contractor employees to participate equally in achieving HSE objectives.

In addition, we are committed to following the [UA HSSE Commitment and Policy](#).

**Click Banner for Life-Saving Rules:**

### Life-Saving Rules

#### Resources & Documents

- ▶ Standards, Procedures, Guidelines
- ▶ Short Service Employee Policy
- ▶ HSE Improvement Plan Guidance
- ▶ Lifting and Hoisting
- ▶ GoM Materials Movement Procedures
- ▶ Wells Worksite Instruction Manual
- ▶ Worksite Guides for Operational Safety
- ▶ SEMS
- ▶ Journey Management
- ▶ Road Transport
- ▶ Contractor Handbook
- ▶ Quarterly Newsletter

# UA CONTRACTOR WEBSITE - STANDARDS / PROCEDURES / GUIDELINES

**Upstream Americas Contractor Home Page**

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Please logon to retrieve the **Standards / Procedures / Guidelines** provided.  
There are many similar company names - make sure you use your correct company name!!

If you are a Shell Employee, or have access to Livelink, please [login to the Published Documents](#) area of LL and get to the S/P/G.

Please review the **Terms and Conditions** for the CSMP site. By logging on you have agreed to these **Terms and Conditions**.

Company Name:

Password:

Please click here to Logon ==>  <=== Please click here to Logon

**If you are not able to access this site - or need a new password please contact Terry Saucier at [t.saucier@shell.com](mailto:t.saucier@shell.com)**

# UA CONTRACTOR WEBSITE CONT....

## Standards, Procedures, Guidelines

This is a secure area of the CSMP site.

Click the appropriate library below to access related Shell documentation.

**For those looking for HSE, Engineering, and Asset Integrity documentation from the prior format of this page, it is listed under the Deep Water section below.**

**A list of documents updated in the last quarter can be found in the [Contractor Quarterly Newsletter](#).**

### Deep Water

- [Complete List of HSE Documents](#)
- [Select HSE Document with Job Category Filter](#)
- **NEW** [Flame Retardant Clothing \(FRC\) Require](#)
- [Design/Fabrication](#)
- [Asset Integrity](#)

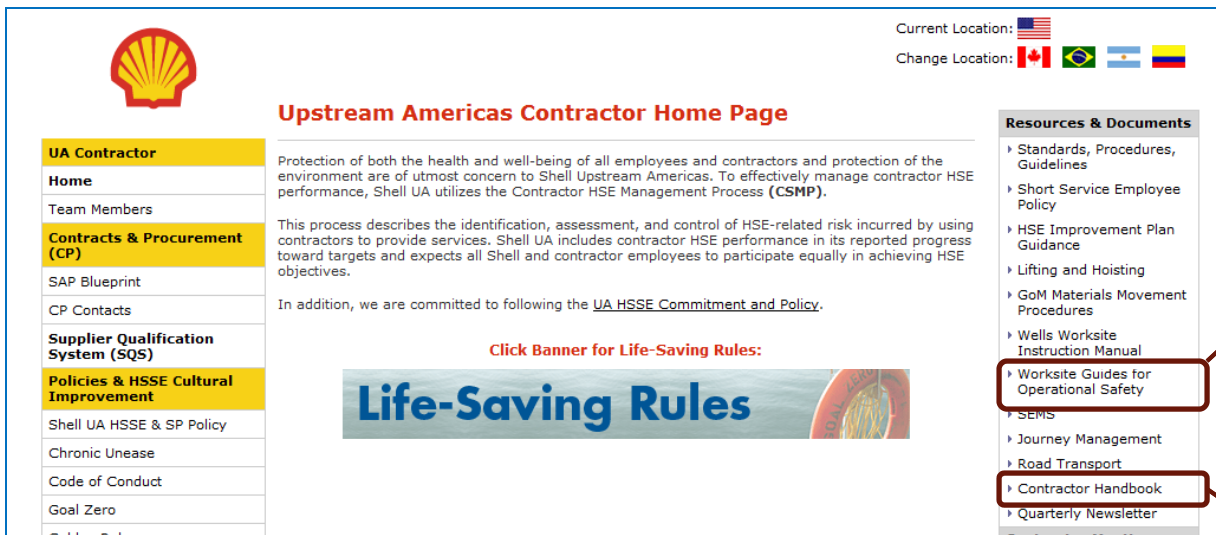
## UA Deep Water Complete Document Library

This is a secure area of the CSMP site.

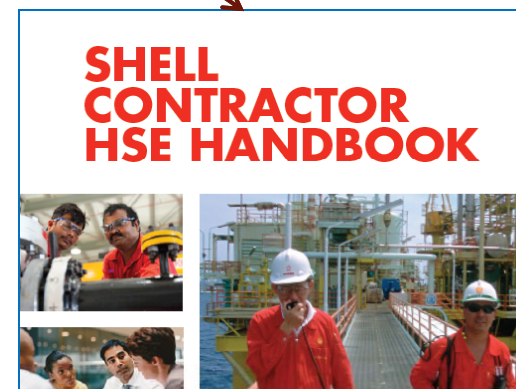
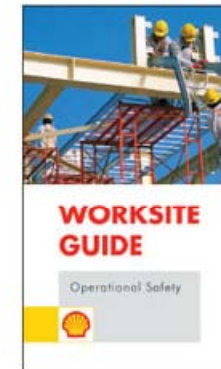
UA Contractor's Library	Contractual Compliance Date
<a href="#">Contraband Search Guidelines - Employee Reference Guide</a>	N/A
<a href="#">UA Alcohol &amp; Drugs</a>	4/2011
<a href="#">UA Asset Integrity – Process Safety Framework (Replaces HSE0100)</a>	1/2012
<a href="#">UA Contractor HSSE Management</a>	10/2011
<a href="#">UA Driver Safety</a>	10/2011
<a href="#">UA Fitness to Work</a>	4/2011
<a href="#">UA Professional Driver Safety (Replaces HSE0134 Load Securement)</a>	12/2008
<a href="#">UAD Managing Risk (Replaces HSE0026 HEMP and ALARP)</a>	7/2007
<a href="#">EP.13.ST.01 Contractor Handbook, UA (Former HSE0108)</a>	9/2009
<a href="#">EP2002-1500 Pressure Control Manual for Drilling and Workover Operations</a>	1/2002
<a href="#">EP2005-0151 Medical Emergency Response (MER)</a>	3/2006
<a href="#">EP2006-5393 Shell Global Standard for Temporary Pipework</a>	2/2006



# UA CONTRACTOR WEBSITE CONT....



The screenshot shows the 'Upstream Americas Contractor Home Page'. At the top left is the Shell logo. To the right, it indicates 'Current Location: USA' and 'Change Location: Canada, Brazil, Argentina, Russia'. A navigation menu on the left includes 'Home', 'Team Members', 'Contracts & Procurement (CP)', 'SAP Blueprint', 'CP Contacts', 'Supplier Qualification System (SQS)', 'Policies & HSSE Cultural Improvement', 'Shell UA HSSE & SP Policy', 'Chronic Unease', 'Code of Conduct', and 'Goal Zero'. The main content area features the heading 'Upstream Americas Contractor Home Page' and a paragraph about contractor HSE performance. Below this is a banner for 'Life-Saving Rules' with the text 'Click Banner for Life-Saving Rules:'. On the right, a 'Resources & Documents' sidebar lists various documents, with 'Worksite Guides for Operational Safety' and 'Contractor Handbook' highlighted by red boxes.



# Q & A

