

**Contractor HES Management (CHESM)
Gulf of Mexico (GOM) & Deepwater Exploration & Production (DWE)
On Site Inspection Checklist**

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| Contract Company Name: | |
| Project Name: | |
| Location: | |
| CVX Representative(s): | |
| Contractor Representative(s): | |
| Date of Inspection: | |
| Comments: | |
| Answer | Personal Protective Equipment |
| Yes/No/NA | Appropriate eyewear worn (goggles, tinted/non-tinted, faceshield)? |
| Yes/No/NA | Hard Hats Worn? |
| Yes/No/NA | Gloves worn when appropriate (rigging, cutting food)? |
| Yes/No/NA | Respiratory equipment used where appropriate? |
| Yes/No/NA | PFD's worn when required? |
| Yes/No/NA | All-natural fiber clothing worn or FRC where required? |
| Yes/No/NA | Long sleeves rolled down? |
| Yes/No/NA | Hearing protection worn in areas where signs posted needing it? |
| Answer | General Work Site |
| Yes/No/NA | Walkways kept clean and dry? |
| Yes/No/NA | Proper lighting for the work being performed? |
| Yes/No/NA | Work area clear of tripping hazards? |
| Yes/No/NA | Appropriate hand tools in use? (No pocket knives.) |
| Yes/No/NA | Hand tools in good condition? |
| Yes/No/NA | Used partner or mechanical means to lift objects over 75 pounds |
| Yes/No/NA | Were metal buckets used to transport hydrocarbons? |
| Answer | Fall Protection |
| Yes/No/NA | Is fall protection equipment in good condition? |
| Yes/No/NA | Is the fall protection equipment inspected prior to each use? |
| Yes/No/NA | Is equipment worn properly? |
| Yes/No/NA | Is the worker tied-off properly to an appropriate anchor point? |
| Yes/No/NA | Is the worker tied-off where the distance from working surface to ground is more than expandable lanyard will allow? |
| Yes/No/NA | Had potential rescue plan been determined in the JSA? |

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| Yes/No/NA | Is proper rescue equipment on hand? |
| Yes/No/NA | Are workers trained to use rescue equipment? |
| Yes/No/NA | Are workers familiar with 15-minute rule and why they can't hang suspended for more than 15 minutes? |
| Yes/No/NA | Is there at least one person not in a harness on location while the fall protection equipment is in use? |
| Answer | Short Service Employees (SSE's) |
| Yes/No/NA | Are all SSE's identified with sticker, hard hat, etc.? |
| Yes/No/NA | Did you receive all SSE Forms for each SSE? |
| Yes/No/NA | Are crews in compliance (0 SSE on 1 person crew, 1 SSE on 2-4 person crew, and no more than 20% on 5+ person crew)? |
| Yes/No/NA | If more than allowed in the crew, did CT fill out a Variance Form and get approval? |
| Yes/No/NA | Does each SSE have a mentor assigned - one SSE to each mentor? |
| Yes/No/NA | Is mentor on site with SSE? |
| Yes/No/NA | Does the mentor know that he/she is assigned to the SSE and that SSE's safety? |
| Answer | Behavior Based Safety |
| Yes/No/NA | Are workers doing observations of each other? |
| Yes/No/NA | Is feedback given after observation? |
| Yes/No/NA | Are completed forms submitted to their own company? |
| Yes/No/NA | Are forms filled out properly? |
| Yes/No/NA | Are observation cards available for use? |
| Answer | Job Safety Analysis |
| Yes/No/NA | Was a JSA filled out prior to the work commencing? |
| Yes/No/NA | Did the whole crew participate in filling out the JSA and sign off? |
| Yes/No/NA | Was the JSA updated when a scope change occurred? |
| Yes/No/NA | Was the JSA specific with the job scope and steps clearly defined? |
| Yes/No/NA | Are workers following the steps in the JSA? |
| Yes/No/NA | Were other contractors included in the JSA or shared the JSA if working in the same area? |
| Yes/No/NA | If contractor's work does not affect other crews, did the contractor review the JSA with a CT rep? |
| Yes/No/NA | Was the environment considered in the JSA? |
| Answer | Crane Use / Rigging |
| Yes/No/NA | Do all riggers have rigger certification on site? |

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| Yes/No/NA | Are tag lines used properly? |
| Yes/No/NA | Are gloves worn as appropriate? |
| Yes/No/NA | Are smaller or unusually shaped items placed in baskets? |
| Yes/No/NA | Does the crane operator have certification on site? |
| Yes/No/NA | Is pre-use checklist used prior to using the crane? |
| Yes/No/NA | Do all members of the lift team understand their duties? |
| Yes/No/NA | Are weather restrictions (wind, seas) followed by the lift team? |
| Answer | Safety Meetings |
| Yes/No/NA | Did the contractor have safety meetings or attend safety meetings? |
| Yes/No/NA | Was the contractor actively involved in the safety meeting? |
| Yes/No/NA | Were observations and/or incidents, near misses discussed at the safety meeting? |
| Answer | Critical Policies |
| Yes/No/NA | Did the contractors follow their own lockout/tagout procedure when appropriate? |
| Yes/No/NA | Did the contractor follow CVX open hole guidelines? |
| Yes/No/NA | Did the contractor follow their own confined space procedures? |
| Yes/No/NA | Did the contractor comply with the CVX permit to work policy? |
| Yes/No/NA | Did the contractor comply with CVX Hot Work Program? |
| Answer | Stop Work Authority |
| Yes/No/NA | Did contractor utilize stop work authority when appropriate? |
| Yes/No/NA | Did they discuss the issue and re-do JSA, if appropriate? |
| Yes/No/NA | Were all concerns resolved? |
| Answer | Sub-Contractors |
| Yes/No/NA | Were Sub-Contractors used on the job? |

Return completed form to John Hudson at:

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