



Stop Work Authority

Overview of

1. WOGISA SWA Recognition Awards
2. Annual Governor's SWA Award Program

Stop Work Authority (SWA) Award Program

Goal – Enhance safety awareness and worker safety through promotion of SWA and presentation of:

- 1. A WOGISA SWA Recognition Award(s) at General Membership Meetings***
- 2. The Annual Governor’s SWA Award at the Annual Safety Summit***

What is included in this presentation:

- Why Focus Recognition/Awards on SWA?**
- History and Introduction**
- What is Stop Work Authority (SWA)?**
- Typical Stop Work Authority Process**
- Definitions, Roles and Responsibilities**
- Examples of Stop Work Authority**
- WOGISA Recognition and Governor’s SWA Awards Program**

Why Focus Recognition and Awards on SWA?

1. Exercising SWA:

- Provides Companies and employees with a powerful and effective safety tool
- Turns “What could have happened, into what did not happen”

2. A SWA action(s) prevented an incident, damage or injury:

- **No matter how minor or serious -
One injury, One fatality is too many!**

3. SWA demonstrates and exemplifies:

- That the employee(s) get it – he/she recognizes and corrects hazards!
- The supervisor and Company understand the importance of working safely
- The Company’s commitment, safety program(s) and culture

4. **It recognizes individuals, the supervisors and the respective Company**

5. **WOGISA Recognition and Governor’s SWA Awards have the potential to:**

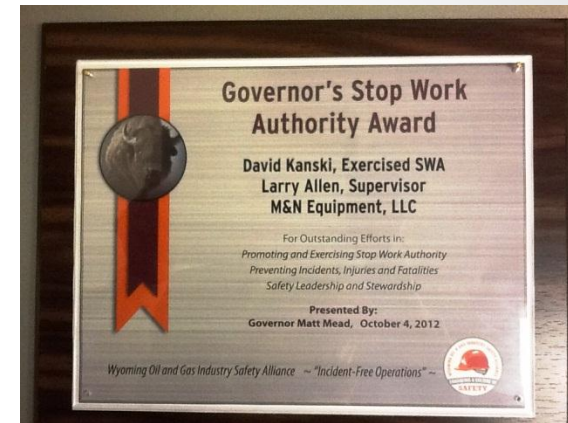
- Encourage others to properly exercise their SWA process
- Encourage Company’s to develop, implement and support SWA programs
- Enhance Wyoming’s safety culture
- Prevent incidents, damage, injuries and fatalities
- Others?

Introduction and History

- In May 2012, the Governor met with the WOGISA Board and offered to support an annual safety award program
- In June 2012, the Board and Membership approved Stop Work Authority (SWA) as the theme for an Annual Governor's Award
- The WOGISA SWA Committee finalized the SWA Award Program between June and July 2012
- The SWA Award Program was submitted to the Governor for review in late-July 2012 and approved in mid-September 2012
- Subsequently, WOGISA began accepting nominations for the initial Governor's SWA Award – companies that submitted nominations in 2012 included:
 - D&D Oil Field Services
 - Nabors Drilling
 - Anadarko
 - Automation Electronics
 - Trihydro
 - Halliburton
 - M&N Equipment
- On September 26, 2012, the WOGISA SWA Committee reviewed 12 SWA nominations and prepared a recommendation for the initial Governor's SWA Award
- The WOGISA Board approved the Committee's recommendation and the Governor's office endorsed the selection in preparation for presentation at the Safety Summit

Introduction and History

-Continued



- The 1st Annual Governor's SWA Award was presented at the Safety Summit (October 4, 2012) by Joan Evans (Director -WYDWFS) on behalf of Governor Matt Mead
- On November 13, 2012, the WOGISA Board agreed to expand the SWA Award Program to:
 - Request nominations throughout the year
 - Issue a WOGISA SWA recognition award at the regularly scheduled General Membership Meetings
 - Continue presentation of the Annual Governor's SWA Award at the 5th Annual Safety Summit later in 2013 (date TBD)

What is Stop Work Authority?

- The study/implementation of **Stop Work Authority (SWA)** as an essential or best safety practice has been around for years
- Many Companies have programs, policies and/or guidance that affords employees **SWA**
- SWA establishes the **'responsibility and obligation'** for any individual to suspend a single work task or group operation when:
 - The control of a Health, Safety and/or Environment risk is not clearly established or understood
 - An individual identifies or recognizes an unforeseen hazard or risk, which if left uncorrected, may result in injury or damage
- **Most importantly, SWA:**
 - Is a powerful and effective safety tool:
 - Instills a strong safety culture
 - Encourages safe behaviors and responsibility
 - Prevents damage, injuries and fatalities

Typical SWA Process

- In general terms, the **SWA** process involves a **stop, notify investigate, correct and resume** approach:
 - For the resolution of a perceived unsafe condition, action, omission, or lack of understanding
 - That, if uncorrected could result in a undesirable event



The Why and How of SWA?

- Recent reports indicate there is still some hesitation within our workforce to exercise and support the **Stop Work Authority** process
- **SWA** programs, policies, and guidelines reinforce employees' and management's commitment to fully support a strong safety culture.
- Provides Companies and employees **with a powerful and effective safety tool**

Typical Definitions for SWA

- **It is your *Responsibility***
 - The state, quality, or fact of being responsible
 - Something for which one is responsible; a duty, obligation
- **You have the *Authority***
 - Power assigned to another; authorization
 - The power to enforce laws, exact obedience, command, determine, or judge
- **We all need to be *Accountable***
 - Being held responsible to someone or for something

Typical Roles and Responsibilities

- **Employees'** have the authority to initiate a “stop work” intervention when warranted, and the responsibility to support the “stop work” intervention of others
- **Supervisors** are responsible to support and foster a culture that:
 - Ensures SWA is exercised freely
 - Honors request for “stop work”
 - Works to resolve issues before operations resume
 - Recognizes proactive participation
 - Makes sure necessary “stop work” follow-up is completed
- **Senior Leaders** must establish the:
 - Clear expectation to exercise SWA
 - Create and foster a culture where SWA is exercised freely
 - Resolve SWA conflicts when they arise
 - Hold those accountable, including other stakeholders (e.g. subs), that choose not to comply with established safety requirements and SWA guidelines

Typical Process of Exercising SWA

Employee recognizes hazardous, dangerous or uncertain condition!

Employee notifies supervisor and/or others

Employee, others and/or supervisor investigate situation

Employee, others and/or supervisor corrects the situation

Hazardous, dangerous or uncertain condition eliminated!

Work resumes in safe manner

Supervisor provides feed-back to employee and others!

Again, Why SWA Recognition and Awards?

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4. **It recognizes individuals, the supervisors and the respective Company**

5. **WOGISA Recognition and Governor’s SWA Awards have the potential to:**

- Encourage others to properly exercise their SWA
- Encourage Company’s to develop, implement and support SWA programs
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AWARD APPLICATION/NOMINATION PROCESS

Recognitions and Awards

1. **WOGISA SWA Recognition Award** (presented at General Membership Meetings)
2. **Annual Governor's SWA Award** (presented at Safety Summit)

Recognition and Award Criteria

- The individual submitting the nomination must be a Wyoming Oil and Gas Industry Safety Alliance (WOGISA) member or in the process of registering for membership
- Individuals or Companies may register to become members at WyomingSafety.org at anytime
- The SWA action must have taken place at a project or work site in Wyoming
- An individual or group was preparing to act or was actually engaged in a work task
- A tangible action was taken to stop the work or task due to a perceived, potential or actual hazardous condition

APPLICATION AND NOMINATION PROCESS

- CONTINUED

Application and Nomination Instructions

1. Applications/nominations may be submitted by individuals, supervisors, company managers or agency representatives
2. Nominations may be based on a single or multiple SWA action(s) by one particular individual or group
3. Download the application/nomination form from the WyomingSafety.Org website
4. Sign and submit the completed application nomination form to WOGISA@vcn.com
5. Individuals or Companies may submit more than one application/nomination throughout the year

APPLICATION AND NOMINATION PROCESS

- CONTINUED

Nominations Review and Selection Process

1. The WOGISA SWA Committee will accept and compile nominations throughout the year
2. The WOGISA SWA Committee will review the applications and provide recommendations to the WOGISA Board for approval of:
 - An exemplary SWA action for recognition at regularly scheduled WOGISA General Membership Meetings
 - The best SWA action for the Annual Governor's SWA Award to be presented at the Annual Safety Summit
3. WOGISA will present a Recognition Award for an exemplary SWA action at regularly scheduled General Membership Meetings
4. For the Annual Governor's SWA Award, the Board will notify the Governor's Office of the selected SWA action details prior to the Safety Summit
5. The Annual Governor's SWA Award will be presented at the Annual Safety Summit

Note - These SWA Recognitions and Awards will be presented to the selected individual(s), his/her supervisor and related Company

WOGISA SWA Award Program

- Questions, Comments or Suggestions may be submitted to WOGISA@vcn.com



- ❖ *See more examples of exercising SWA on following slides*

Examples of Stop Work Authority

Inadequate Setup Skills

- **Situation**

A trucking foreman was called to transport a loaded scrap iron bin to a scrap yard. No trained regular drivers were available, so the foreman decided to transport the load. The foreman had trouble hooking up the winch tractor and tail roll trailer because he/she had not used this type of equipment for some time. Realizing that his/her skills were inadequate with this type of tractor-trailer rig setup skills, he stopped work to assess the situation.

- **Process**

After assessing the situation, the foreman notified his/her supervisor and the client of his situation. The client agreed with the stop work and requested that scrap company provide a qualified/experienced truck driver and transport rig, which prevented a possible incident/accident, as well as reduced the cost of completing the task.

Examples of Stop Work Authority

Immediate Danger to Personnel

- **Situation**

A crane operator noticed an employee working within the fall zone of his suspended load. The operator immediately stopped work, secured the suspended load and alerted the worker to move out of the restricted work zone.

- **Process**

Movement of the suspended load was ceased until the employee had moved out of danger and the restricted work zone. The suspended load was then safely set down. Subsequently, the operator notified his/her supervisor, who immediately called and conducted a safety stand-down meeting.

Example of Stop Work Authority

Chemical Exposure

- **Situation**

While connecting tubing to a sample port in a processing unit, employees' H₂S monitors alarmed, prompting evacuation. After notifying the unit personnel, the crew was instructed to continue work because "this happens all the time". Realizing the potential danger, the sampling team lead declined to put the crew to back to work until proper mitigation procedures were established.

- **Process**

The sampling team lead contacted his/her supervisor and coordinated efforts to investigate and develop a corrective action plan. Subsequently, the crew worked with the unit personnel to determine the H₂S source, implement mitigation procedures, and then resumed work.