

# 71<sup>st</sup> Annual Meeting of the International Committee for Coal and Organic Petrology



## Meeting Programme and Safety Plan

15-21 September 2019

The Hague

# **71<sup>st</sup> Annual Meeting of the International Committee for Coal and Organic Petrology**

**15-21 September 2019**

## **Organizing Committee:**

George Siavalas, Shell Global Solutions International

Euphrasia Wong, Shell Global Solutions International

Amr El-Azhary, Shell Global Solutions International

Stavros Kalaitzidis, University of Patras

The Shell Events Team

Time	Sunday 15-Sep	Monday 16-Sep	Tuesday 17-Sep	Wednesday 18-Sep	Thursday 19-Sep	Friday 20-Sep	Saturday 21-Sep
07:00-07:30							
07:30-08:00		Registration				Registration	
08:00-08:30		Opening session				Symposium	
08:30-09:00			Com. II-Identification of Dispersed OM WG (J. Kus)	Com. I-Xylite-rich Lithotype Classification WG (Y. Oikonomopoulos)	Com. III-Carbon Materials WG (G. Predeanu & I. Suárez-Ruiz)		
09:00-09:30			Com. II-Correction Function for Fluorescence Lamps (A. G. Borrego)	Com. I-Suberinite WG (P. Crosdale)	Com. II-Coke Petrography WG (M. Wojlazsek)		
09:30-10:00			Com. II-Dispersed Organic Matter in Sedimentary Rocks WG (J. Kus)	Com. I-Distinguishing Features of Macerals EG (W. Pickett)	Com. III-Environmental Applications WG (G. Siavalas & S. Kalaitzidis)		
10:00-10:30			Com. II-Coal Bed Methane-CO2 Sequestration WG (L. Gurba)	Com. I-Shale-gas Studies (L. Gurba)	Com. III-Complex Blends WG (A. Singh & J. Esterle)		
10:30-11:00			Coffee break	Coffee break	Coffee break		
11:00-11:30				Com. I-Standardization WG (W. Pickett)		Coffee break	
11:30-12:00				Com. I-New developments in Fossil systems (C. Hilgers)	Com. II-Liquefaction Residues Classification WG (H. Gersche)		
12:00-12:30		ICCP General Assembly (A.G. Borrego & W. Pickett)	Com. II-Pseudovitrinite reappraisal WG (L. Gurba)	Commission I Closing Remarks (S. Kalaitzidis & D. Zivotic)	Com. III-Coal Blend Accreditation Programme (I. Suárez-Ruiz)	Symposium	
12:30-13:00			Commission II Closing Remarks (J. Kus & G. Siavalas)	Lunch	Commission II Closing Remarks (M. Misz-Kennan, D. Flores)		
13:00-13:30			Lunch		Commission III Closing Remarks (M. Misz-Kennan)	Lunch	
13:30-14:00				Commission II-Opening Remarks (M. Misz-Kennan)	Lunch		
14:00-14:30			Commission I Opening Remarks (S. Kalaitzidis & D. Zivotic)	Com. II-Self Heating WG (J. Kus, M. Misz-Kennan, D. Flores)			
14:30-15:00			Com. I-Single Coal Accreditation Programme (K. Christians)				
15:00-15:30	ICCP Council Meeting		Com. I-ISO Standard (W. Pickett)	Commissions I & II-Microscope Session		Symposium	
15:30-16:00			Coffee break			Coffee break	
16:00-16:30			Com. I-Raman Spectroscopy WG (K. Lunsdorf)		Closing ICCP plenary session (A.G. Borrego & W. Pickett)		
16:30-17:00			Com. I-Sample Preparation Techniques (P. Crosdale)				
17:00-17:30			Com. II-Identification of Thermal Maturity Relevant OM WG (P. Hackley)				
17:30-18:00			Com. II-Com focal Laser Scanning Microscopy WG (P. Hackley)				
18:00-18:30							
18:30-19:00			ICCP Council Meeting				
19:00-19:30							
19:30-20:00							
20:00-20:30	Ice-breaker and registration						
20:30-21:00							
21:00-21:30					Conference Dinner		
21:30-22:00							
22:00-22:30							
22:30-23:00							

Monday, September 16		
Time	Opening Session	
09:00	Welcome Remarks	
09:15	Martin Hulsebosch (Account Manager Energy, The City of the Hague)	<i>The Hague: local energy transition and energy business</i>
09:40	Hemmo Bosscher (Shell Global Solutions International-Integrated Charge Evaluation Team Lead)	<i>The Organic Petrologist as the linchpin for Petroleum Systems Analysis – why every oil company (still) needs one</i>
10:20	Angeles G. Borrego (INCAR-ICCP President)	<i>ICCP input in the International Standards for Coal and Organic Matter Petrographic Analyses</i>
11:00	Coffee break	
ICCP Meeting		
11:30	A.G. Borrego & W. Pickel	<i>ICCP General Assembly</i>
13:30	Lunch	
ICCP Commission II Meeting		
14:30	J. Kus & G. Siavalas	<i>Commission II-Welcome remarks</i>
15:00	J.G. Mendonça-Filho	<i>DOMVR Accreditation Programme</i>
15:30	Coffee break	
16:00	P. Hackley	<i>Identification of Thermal Maturity Relevant OM WG</i>
16:30	P. Hackley	<i>Com. II-Confocal Laser Scanning Microscopy WG</i>

Tuesday, September 17		
Time	ICCP Commission II Meeting	
09:00	J. Kus	<i>Identification of Dispersed Organic Matter WG</i>
09:30	A.G. Borrego	<i>Correction Function for Fluorescence Lamps</i>
09:45	J. Kus	<i>Dispersed Organic Matter in Sedimentary Rocks WG</i>
10:00	L. Gurba	<i>Coal Bed Methane-CO2 Sequestration WG</i>
10:20	L. Gurba	<i>Shale-gas Studies</i>
11:00	Coffee break	
11:30	L. Gurba	<i>Pseudovitrinite reappraisal WG</i>
12:00	J. Kus & G. Siavalas	<i>Commission II-Closing Remarks</i>
12:30	Lunch	
ICCP Commission I Meeting		
14:00	S. Kalaitzidis & D. Životić	<i>Commission I-Opening remarks</i>
14:15	K. Christanis	<i>Single Coal Accreditation Programme</i>
14:45	W. Pickel	<i>ISO Standard</i>
15:00	Coffee break	
15:30	K. Lünsdorf	<i>Raman Spectroscopy WG</i>
16:00	P. Crosdale	<i>Sample Preparation Techniques WG</i>
16:30	L. Gurba	<i>New Methodologies and Techniques in Organic Petrology WG</i>

Wednesday, September 18		
Time	ICCP Commission II Meeting	
09:00	Y. Oikonomopoulos	<i>Xylite-rich Lithotype Classification WG</i>
09:30	P. Crosdale	<i>Suberinite WG</i>
10:00	W. Pickel	<i>Distinguishing Features of Macerals EG</i>
10:30	Coffee break	
11:00	W. Pickel	<i>Com. I-Standardization WG (W. Pickel)</i>
11:30	C. Hilgers	<i>New developments in 'Fossil' systems</i>
11:45	S. Kalaitzidis & D. Životić	<i>Commission II-Closing Remarks</i>
12:00	Lunch	
ICCP Commission III Meeting		
13:00	M. Misz-Kennan & S. Rodrigues	<i>Commission III-Opening remarks</i>
13:15	J. Kus, M. Misz-Kennan & D. Flores	<i>Self Heating WG</i>
14:00-17:00	Com. I & II Microscopy Session	

Thursday, September 19		
Time	ICCP Commission III Meeting	
09:00	G. Predeanu & I. Suárez-Ruiz	<i>Carbon Materials WG</i>
09:30	M. Wojtaszek	<i>Coke Petrography WG</i>
10:00	G. Siavalas & S. Kalaitzidis	<i>Environmental Applications WG</i>
10:30	A. Singh & J. Esterle	<i>Complex Blends WG</i>
11:00	Coffee break	
11:30	H. Gerschel	<i>Liquefaction Residues Classification WG</i>
12:00	I. Suárez-Ruiz	<i>Coal Blend Accreditation Programme</i>
12:45	M. Misz-Kennan & S. Rodrigues	<i>Commission III-Closing remarks</i>
13:00	Lunch	
14:00	A.G. Borrego & W. Pickel	<i>Closing ICCP Plenary session</i>

Friday, September 20

Session 1 (09:00-11:00)		Petrography and Geochemistry of Petroleum Source Rocks	
Keynote	09:00	Ed Clarke (Shell Global Solutions UK, Subject Matter Expert Exploration Geochemistry Derisking)	<i>Integrated Charge Evaluation in Petroleum Exploration: Insights from the combination of geochemistry, organic petrography and basin modelling</i>
PO01	09:40	Zieger, L., Littke, R., Hartkopf-Fröder, C.	<i>Petroleum generation potential of Pennsylvanian coals and marine shales in the Ruhr Basin, Germany</i>
PO02	10:00	Gerschel, H., Rascher, J., Volkmann, N.	<i>Toluene-soluble hydrocarbons from lignites: An example from the Central German Lignite Basin</i>
PO03	10:20	Fonseca, C., Mendonça-Filho, J.G., Reolid, M., Duarte, L.V., Lézin, C.	<i>Relationship between bituminite and solid bitumen and their correlation with the kerogen group components</i>
PO04	10:40	Tiwari, B., Varma, A.K., Ojha, A., Ghosh, S., Mendhe, V.A.	<i>Multi-proxy aspects for hydrocarbon potential of Barren Measures Shales from Jharia Coal Basin, India</i>
	11:00	Coffee Break & Poster Presentations	
Session 2 (11:30-13:20)		Depositional Environment, Composition and Properties of Organic-Rich Rocks	
Keynote	11:30	Sander van der Boorn (Shell Global Solutions International-Senior Geochemist)	<i>The use of trace metals for organic-rich sediment characterization</i>
PO05	12:00	Barroso Silva, S., Mendonça-Filho, J.G., Mendonça, J.O., Carvalho Gomes, S.B.V.	<i>Hydrozoan-rich organic facies for palaeoenvironment characterization of a recent coastal lagoon system: Salgada Lagoon, Brazil</i>
PO06	12:20	Moroeng, O.M., Wagner, N.J., Roberts, R.J.	<i>Using geochemistry to support a fire-origin for the dominant inertinite macerals of a No. 4 Seam Upper Witbank Coal, South Africa</i>
PO07	12:40	Yang, C., Xiong, Y., Zhang, J.	<i>A comprehensive understanding of OM-hosted pores in a transitional shale: A case study from Permian Longtan Shale in South China through organic petrography, gas adsorption and X-ray diffraction analyses</i>
PO08	13:00	Ghosh, S., Ojha, A., Varma, A.K., Das, S.K., Pal, D., Solanki, G.	<i>Reactions and stabilization of organic nitrogen moieties and their influence on <math>\delta^{15}N</math> parameter in coals</i>
	13:20	Lunch	
Session 3 (14:20-15:00)		Environmental & Technological Applications of Organic Petrology	
PO09	14:20	Medvecká, L., Geršlová, E., Zieger, L., Littke, R., Schwarzbauer, J.	<i>Application of organic matter microscopy in environmental studies</i>
PO10	14:40	Sahoo, A., Varma, A.K., Saikia, B.K., Das, T.	<i>Organopetrographic attributes for carbon nano-products formation from coal-A case study from Ib Vally Coal Basin, Odhisa, india</i>
	15:00	Coffee Break & Poster Presentations	
Session 4 (15:30-17:00)		Analytical techniques & Experimental Organic Petrology	
Keynote	15:30	Mendonça Filho, J.G., Silva, M.C., Santos, L.G., Macedo, A.C.O., Rondon, N.F., Oliveira, A.D., Souza, J.T.	<i>LmPy-GCMSMS as an alternative methodology for providing molecular data of individual organic components in heterogeneous mixtures: Instrumental Development</i>
PO11	16:00	Hackley, P.C., Jubb, A.M., Valentine, B.J., Hatcherian, J.J., Yu, J.J., Podrazky, W.K.	<i>What are the effects of Broad Ion Beam Milling to sedimentary organic matter?</i>
PO12	16:20	Reyes, J., Jiang, C., Lavoie, D., Zhang, S., Armstrong, D.K., Milovic, M., Vandenberg, R., Webster, P., Robinson, R.	<i>Determination of Tmax suppression using artificially matured organic-rich, Upper Ordovician outcrop samples from Northeastern Canada</i>
	16:40	Closing Remarks	

Poster Presentations (listed in alphabetical order)		
PP01	Chrysochos, M.P., Droukas, G., Tsouvaltzi, S., Karalidou, S., Kalaitzidis, S., Christanis, K.	<i>Depositional Palaeoenvironment of Seams II &amp; III in Choremi lignite mine from Megalopolis Basin (Southern Greece)</i>
PP02	Damoulianou and Kalaitzidis	<i>Preliminary organic petrographical study and thermal maturity assessment of the Upper Cretaceous bituminous limestone in Vargiani Section, Parnassos-Ghiona Unit, Central Greece</i>
PP03	Donoghue, E., Alegria, F., Siavalas, G.	<i>Geochemical characterization of source rocks and fluids from the Tarija Basin, Bolivia</i>
PP04	Flores, D., Nhamutole, N., Milisse, D., Suárez-Ruiz, I., Araújo, R.	<i>Petrographic study of a new lignite deposit from Bilene (Gaza, Mozambique)</i>
PP05	Ghiran, M.D., Popa, M.E., Gheorghe, S.	<i>Characterization and evaluation of Badenian source rocks from the Central-Southern part of the Getic Depression, Romania</i>
PP06	Gonçalves, P.A., Mendonça Filho, J.G., Mendonça, J.O., Flores, D.	<i>A study of Silurian Graptolites from Dornes region (Central Iberian Zone, Portugal): The contribution of organic petrology and palynofacies</i>
PP07	Hatcherian, J.J., Scott, C., Planavsky, N., Valentine, B.J., Boehlke, A., Hackley, P.C.	<i>Preliminary organic petrography of shales from Archean Abitibi Greenstone Belt Volcanogenic Massive Sulfide (VMS) deposit, Ontario Canada</i>
PP08	Kasprzyk, M., Jelonek, I.	<i>Petrographic Characteristics and facies interpretation of coal seams 361-510 KWK „Mysłowice-Wesola“ (Upper Silesia Coal Basin, Poland)</i>
PP09	Kevrekidis, E., Perleros, K., Stamatelopoulou-Seymour, K., Wojtaszek, M., Kalaitzidis, S.	<i>Organic petrographical and mineralogical study of a meta-anthracite layer in Molaoi Area, South-eastern Peloponnese, Greece</i>
PP10	Kojić, I., Životić, D., Bechtel, A., Sachsenhofer, R.F., Stojanović, K.	<i>The influence of high-density polyethylene on lignite organic matter during pyrolysis - insights from maceral and liquid hydrocarbons composition</i>
PP11	Kotik, O., Siavalas, G., Kotik, I.	<i>Organic matter petrography and hydrocarbon potential of the Permian deposits in the Korothaika Depression, Timan-Pechora Basin, Russia</i>
PP12	Laranjeira, V., Ribeiro, J., Moreira, N., Nogueira, P., Flores, D.	<i>Organic petrology of black shales associated with Cu mineralizations in Ossa Morena Zone, South Portugal; The regional background</i>
PP13	Martins, H., Gonçalves, P.A., Mendonça Filho, J.G., Flores, D.	<i>Petrographic and geochemical characterization of a Triassic-Sinemurian sequence (Alcobaça borehole, Portugal)</i>
PP14	Misz-Kennan, M., Rahmonov, O., Marynowski, L., Smolarek – Łach, J.	<i>Petrographic alterations of self-heated Carboniferous coals in Western part of Pamir-Aly (Tajikistan)</i>
PP15	Moreira, K., Guedes, A., Valentim, B.	<i>Combination of optical microscopy and micro-Raman spectroscopy to study the characteristics of macerals in coal</i>
PP16	Moura, H., Suárez-Ruiz, I., Marques, M., Ribeiro, J., Cunha, P.P., Flores, D.	<i>Microstructural study of coals and natural coke from the Peñarroya-Belmez-Espiel Basin (Spain)</i>
PP17	Predeanu, G., Valentim, B.R.V., Guedes, A., Santos, A.C., Moreira, K.S., Crucecu, M., Popescu, L.G., Wagner, N.J., Badenhorst, C.J., Slăvescu, V.	<i>Petrographic identification of char morphotypes in combustion waste products of different origin</i>
PP18	Ribeiro, J., Moreira, N., Machado, G., Suárez-Ruiz, I., Flores, D.	<i>Epigenetic processes affecting the coalification in Santa Susana Basin, Portugal</i>
PP19	Ribeiro, J., Rocha, J., Santos, P., Marques, J.E., Mansilha, C., Flores, D.	<i>Coal mine drainage in an abandoned coal mine in Douro Coalfield (Portugal)</i>
PP20	Santos, A., Guedes, A., Moreira, K., Valentim, B.	<i>Assessment of the potential for extraction of REE from fly ashes and bottom ashes derived from commercial coals burned in a Portuguese power plant</i>
PP21	Sarkar, A., Anto, R., Bhui, U.K.	<i>UV-visible and fluorescence spectroscopic study of solvent-extracts of coal: Macromolecular investigation based on polycyclic aromatic hydrocarbons</i>
PP22	Sekulić, Ž., Stojanović, K., Bechtel, A., Sachsenhofer, R.F., Petrović, M., Kojić, I., Životić, D.	<i>Petrographical and organic geochemical study of the subbituminous coal from the Dubrava Field, Aleksinac Basin (Serbia)</i>
PP23	Sýkorová, I., Havelcová, M., Machovič, V., Strunga, V., Mizera, J., Křibek, B., René, M.	<i>Bitumens (anthraxolite) from Vrchlabí-Krkonoše piedmont basin, Czech Republic</i>
PP24	Ziemianin, K.	<i>Characteristics of dispersed organic matter of the Menilite Beds (Carpathian Mts., SE Poland)</i>

# **Safety Plan**



# Safety Plan of the 71<sup>st</sup> Annual Meeting of the International Committee for Coal and Organic Petrology-The Hague, Netherlands

15-21 September 2019

**Organizer and first aider: George Siavalas    Tel: +31 (0)649731933**

## **Summary:**

The Health and Safety Plan presented in this document refers to activities associated with the 71<sup>st</sup> Annual Meeting of the International Committee for Coal and Organic Petrology. This plan covers the activities during the Meeting and associated events. The plan does not cover the one-day field trip that will take place in the provinces of South Limburg and Wallonia, in the Netherlands and Belgium, respectively, on Saturday, 21 September 2019. The participants to the field trip will receive a separate Health and Safety Plan that covers the field trip activities.

The prime objective of this document is to aim for **GOAL ZERO**, by insuring:

- Risks involved in the execution of the Meeting are fully understood;
- All reasonable measures to control these risks have been put in place;
- The remaining risk is as low as reasonably possible;
- In case of an incident all required information to deal with the incident is readily at hand.
- Strict adherence to the 12 Life Saving Rules

Participants are required to be familiar with this Safety Plan.

## **Organization:**

The Meeting is an independent event organized by the organizing committee on behalf of the International Committee for Coal and Organic Petrology. The Meeting is sponsored by Royal Dutch Shell and as such it is subject to Shell's Health and Safety Control Framework.

The activities of the meeting will take place in the following locations, all of which have their own emergency response plan in place. Travel between the designated locations will be done either by coach, driven by professional driver equipped with passenger seatbelts or by public transport. The coach carrier is the Shell approved company for the Netherlands. No individual driving or personal vehicle will be involved in the activities of the meeting.

Meeting Locations:

- **Bleyenbergh:** The Meeting's venue located in the Hague City Centre. Grote Markt 10-2511 BG Den Haag. All presentations and meeting sessions will take place in Bleyenbergh. Tel: +31(0)70-8002120
- **Shell Projects & Technology Rijswijk:** Royal Dutch Shell's facility in Rijswijk. Will host the Microscopy Session on the afternoon session of Wednesday 18 September. Lange Kleiweg 40 2288 GK, Rijswijk.

- **Café Restaurant Rootz:** Venue of the Icebreaker party on Sunday 15 September located in the Hague City Centre. Rootz Centrum, Den Haag Grote Marktstraat 14. Tel: +31070 363 9988.
- **Madurodam:** Place of the Meeting’s dinner on Thursday 19 September. George Maduroplein 1, 2584 RZ Den Haag.

#### **Inbound and Outbound Travel and Visa:**

Participants have arranged their own travel to and from Den Haag. Participants are expected to arrive in time for the official starting time of the meeting as indicated in the final announcement and shown in this document. If applicable, participants should timely apply for a Dutch Visa, according to instructions received.

#### **Emergency Contacts and Procedures:**

	Name	Location	Telephone
<b>Emergency Number</b>	<b>Police/Hospital/Fire Brigade</b>	<b>The Netherlands and the rest of EU</b>	<b>112</b>
Chair of the organizing Committee/first aider	George Siavalas	The Hague	+31 0649731933
The Hague Police			09008844/+31 34 357 88 44
Foreign Embassies		The Hague	
Hotel		The Hague	
Personal			

#### **Communications Procedures in Case of Emergency**

If immediate medical or other assistance is necessary on location, phone local emergency number.

After emergencies have been dealt with, contact your Operations Control Centre emergency coordinator. Details to be given:

- Place and time of reported incident;
- Number and names of victims;
- Description of what has happened, and measures taken (if possible take photos);
- How/at which telephone number you can be reached;
- Specify whether (and how) to inform relatives.

#### **Incident Reporting & Investigation**

- Each incident, whether or not resulting in an actual injury, must be investigated. If the nature of the incident is significant the Operations Control Centre emergency coordinator shall be contacted;
- Start the investigation at once;
- If required, stop the ongoing activity to prevent recurrence;
- The level of the investigation depends on the realistic potential severity. This will be advised by the emergency coordinator;
- The incident must be reported, classified and investigated in accordance with (YG) ‘Incident Classification, Investigation and Reporting Guideline’;

- Act according to Incident Management (Reporting and Follow up) Fountain Incident Website;
- Use the incident reporting form given in the incident procedure mentioned above.
- Evaluate the potential risk of the incident using the Risk Assessment Matrix given in the incident procedure.

### **Meals**

Participants are responsible to take care of their own breakfast. Meals and snacks will be provided during the meeting. The main meal of the day (lunch) will be served in the restaurant located on the groundfloor of Bleyenberg.

Any special dietary requirements should be made clear in advance.

### **Climate and Environment**

The climate during autumn season in the Hague ranges from dry sunny weather to cool and cold wetter climate. The average temperature for September can be around 17°C but in the morning and after sunset, can be below 10°C.

### **Hazard Analysis:**

The main identified hazards, in decreasing order of risk are as follows:

**Roads/Streets** - Driving and walking along roads/streets

**Fire** – Check escape routes on arrival, as well as location of fire extinguishers-follow the evacuation plan in case of emergency

**Food and water**– All meal providers are compliant to the Health and Sanitation regulations and have license to operate. Special meals for special dietary needs will be available. Participants are asked to indicate the dietary restrictions that apply to them.

Tap water should be safe but there will also be bottled water available.

**Smoking** – Smoking has been identified as a hazard to self and others. Indoor smoking at all public buildings and work locations is banned by law in the Netherlands. Any attempt to smoke indoors will incur legal action, fine and/or imprisonment. Smokers should make use of the respective designated smoking areas of the Meeting's locations. These areas will be shown to the participants during the safety briefing.

**Alcohol** - During the formal part of the event (Bleyenberg and Shell Projects & Technology Rijswijk 08:00-17:00) NO alcohol consumption is allowed! All delegates are expected to act with common sense reference usage of alcohol in the social events associated with the Meeting.

**Drugs** - The use of illegal drugs will lead to immediate ejection from the Meeting and will be subject to further legal actions.

### **Preventive Measures:**

#### **Medicare and vaccinations requirements**

The first aider will be equipped with a first aid kit and some additional medication such as paracetamol. A map of AED locations indicating the nearest available defibrillator device will be at hand.

No vaccinations are required for the Netherlands

## Medical Insurance & Medical Emergency Response













All the participants are advised to have insurance arranged / in place. Local Hospitals are well equipped and all within relative short distances in case of emergency.

General Hospitals and Clinics:

- HMC Bronovo, Bronovolaan 52597 AX Den Haag, Telephone: 088 979 79 00, Fax: 070 312 44 25
- International Health Centre The Hague. Jan van Nassastraat 125, 596BS Den Haag Tel: + 31 (0)70 306 5111

## Life-Saving Rules

Yellow Boxes represent Exploration examples

					
Work with a valid work permit when required	Conduct gas tests when required	Verify isolation before work begins and use specified life protecting equipment	Obtain authorisation before entering a confined space	Obtain authorisation before overriding or disabling safety critical equipment	Protect yourself against a fall when working at height
Welding on drilling rigs or seismic crews, work on pressured pipes, etc	Inspection or cleaning of rig mud tanks, etc.	Depressurize pipes, isolate chemicals, disconnect electrical mains, etc	Entry of mud tanks, mixers, containers, legs of semi-submersible rigs, etc	Smoke detectors, H <sub>2</sub> S and gas alarms, IVMS devices in vehicles, etc	Work on rigs, climbing on trucks and containers, rock cliffs in field trips, etc
					
Do not walk under a suspended load	Do not smoke outside designated areas*	No alcohol or drugs while working or driving*	While driving* do not use your phone and do not exceed speed limits	Wear your seat belt	Follow prescribed Journey Management Plan
Supply (pipe) yards, supply vessels, rig (de)mobilisation, construction sites etc	Most working areas. Also applies to crew accommodation areas, hotels etc	Applicable to almost all work areas	All work-related road transport and logistics operations, incl. business travel	Everybody, everytime, everywhere (except public transport)	Rig and seismic ops, logistics / supply, ad-hoc journeys, geol. field trips, etc

*Note: Commuting, alcohol in social settings and smoking in office environments are out of scope*

## Hazard Register

HAZARD REGISTER	CAUSE	CONSEQUENCE	PROBABILITY	EFFECT	RISK	CONTROL MEASURES	ACTION	RESIDUAL RISK
<b>TRAVEL</b>								
Road accidents	- Car crash - On and off loading, along road	- Cuts & bruises - Broken bones - Death	L L L	L M H	L L M	All transport by coach. <b>Wear your seat belts at all times</b> during driving. Do not distract the driver.	Whole party	L
Pick-Pocketing	-Pick pockets -Petty criminals	-Loss of money and other precious items -Exposure/loss of personal documents confidential/significant information	L L	M H	L M	Delegates should exercise normal caution when being in airports, train station and public transport. Secure bags with locks and device with passwords. Split precious items and documents at different places.	Whole party	L
<b>VENUES</b>								
Fire	-Facility fire	- Smoke inhalation - Death	L L	M H	L L	<b>Check for fire evacuation procedures and nearest fire escapes upon arrival at the locations.</b> Note time of alarm tests and signal type. Any concerns should be addressed immediately. Emergency procedures will be highlighted to all delegates. Follow emergency response plan.	Meeting organizer, Whole party	L
Tripping	-Climbing stairs -Walking on slippery and wet streets -Tripping hazards (cables, bags)	- Cuts and bruises - Broken bones	L L	L M	L L	Pay particular attention to trip hazards. Bags should be placed against walls and cables should be covered and highlighted. Any hazards should be minimized by the organizers and anybody who identifies one. The use of handrail during going up and down the stair is <b>mandatory</b> .	Whole party	L
<b>FOOD &amp; DRINKS</b>								
Hot drinks	- Spilled drinks	- Scalds	H	L	M	All to exercise care when at coffee breaks etc	Whole party	L

HAZARD REGISTER	CAUSE	CONSEQUENCE	PROBABILITY	EFFECT	RISK	CONTROL MEASURES	ACTION	RESIDUAL RISK
Alcoholic drinks	- Too much drink - drinking too quickly	- lack of mental and physical composure leading to many types of accidents - dehydration - illness/ hangover	L  L M	M  M M	M  M M	Drinking of alcoholic drinks is restricted to the evenings as according to Shell Policy and never to excess. Ensure plenty of water is drunk during the day.	Whole party	L
Local Food and water	- Not well cooked meals/ snacks and infected water -food allergies and other dietary restrictions	- Illness/ abdominal pain/nausea and vomiting -food poisoning	L  L	M  H	M  M	All meals shall be provided by trusted vendors adhering to health and sanitation rules. Any dietary restrictions should be reported in detail. Meals for special dietary needs will be provided.	Whole party	L

## Floor Plans

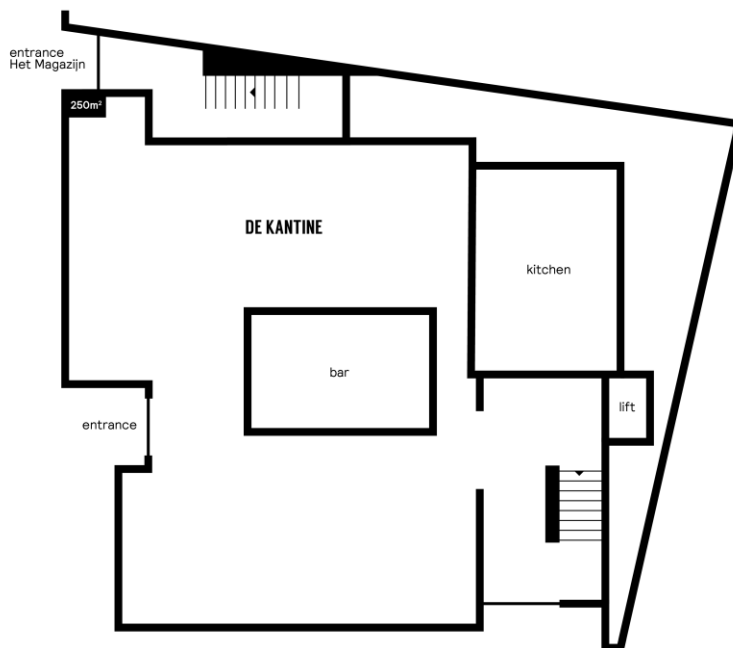


2<sup>nd</sup> floor

**HET KANTOOR**  
VAN BLEYENBERG

# 2

Floor plan of the meeting room located on the second floor of Bleyenberg.



ground floor

**DE KANTINE**  
VAN BLEYENBERG

# G

Floor Plan of the Cantine located on the ground floor of Bleyenberg.