

Atlantic Canada Offshore Petroleum Industry Code of Practice for the Training & Qualifications of Personnel (Code of Practice)

Overview of the changes to 2023 edition

Training and Qualifications Code of Practice

- The *Atl. Canada Offshore Petroleum Industry: Code of Practice for the Training and Qualifications of Offshore Personnel* is a single document developed by the TQC containing a concise description of the minimum qualifications and certificated safety training required of individuals working in Atl. Canada's east coast offshore petroleum industry
- The Code of Practice outlines the:
 - Training required for all personnel traveling/working offshore (e.g. Basic Survival Training, etc.)
 - Specialized or technical training/qualifications required by position (marine position, drilling rig, production installation)
 - Specialty teams training (e.g. helideck team, fire team, first aid teams, etc.)
- Administered by the Boards and utilized as a basis for training and qualifications-related audits of Operators
- Structured to allow the application to each type of installation likely to operate in Atlantic Canada jurisdictions

TQC Membership

- Glen Carroll, Suncor (TQC Chair)
- Derick Coles, workforce representative
- Sheldon Dinn, workforce representative
- Llew Worthman, workforce representative
- Ryan Brown, C-NLOPB
- Robert Normore, CNSOPB
- Steve Follett, Cenovus
- Brenda Neary, ExxonMobil
- Juanita Hanley, BP
- Laura Critch, Equinor
- TQC Secretariat (non-voting member)

Process for Updating the Code of Practice

- The Code of Practice is managed by the TQC and is updated and re-published approximately every 2 years
- The TQC includes representatives from the Canada-Nova Scotia Offshore Petroleum Board (1 seat), Canada-Newfoundland and Labrador Offshore Petroleum Board (1 seat), offshore workforce (2 seats), Canadian Association of Offshore Drilling Contractors (2 seats), and the Canadian Association of Petroleum Producers (5 seats)
- The process to update the Code of Practice is inclusive:
 - Proposed changes are brought to the TQC for evaluation by any member of the TQC or user of the Code of Practice
 - A 45-day consultation period is undertaken within which feedback on the proposed changes is collected
 - At the conclusion of a period of review all proposed changes supported by the TQC are collated, reviewed and responded to by the TQC. The TQC reviews all feedback and devises any necessary next steps to address the feedback
 - Upon completion of this process a revised Code of Practice is reviewed for ratification and published for use, replacing the previous version
 - The Standard Practice is formally ratified by CAPP, CNSOPB and C-NLOPB

Overview of the Proposed Changes to the Atlantic
Canada Offshore Petroleum Industry Code of
Practice for the Training & Qualifications of
Personnel (Code of Practice)

Code of Practice - Overview

- The purpose of this presentation is to provide a high-level overview of the significant changes to in the 2023 edition of the Code of Practice (COP)
- The presentation does not describe each and every change
- For specific questions please refer to the Training and Qualifications Committee (TQC) Secretariat contact information provided at the end of this presentation

Changes to the Code of Practice

- Most changes made to the COP reflect the training requirements outlined in the *Canada–Newfoundland and Labrador Offshore Area Occupational Health and Safety Regulations* and the *Canada–Newfoundland and Labrador Offshore Area Occupational Health and Safety Regulations*

Chapters 1 & 2

- The definition of Marine Installation or Structure was updated to include NS & NL *Accord Act* references
- Clarity on roles and responsibilities for Operators, Employers and Training Providers is included
- Requirements for and engagement with Workplace Committees is also reflected in the COP

Chapter 3

- **S. 3.1 - Offshore Survival Training** has been added as per *section 15(a)(i) of the OHS Regulations* which requires that Employers provide to each of its employees, an offshore survival training program appropriate to the workplace location and to the means of transportation to be used to transport the employee to and from the workplace
- For BST, BST-R and OSI a review reference has been included stating that the training meets the requirements of *section 15 (a)(i) of the OHS Regulations* for both helicopter travel and vessel-only travel
- **S. 3.4 - H₂S training** was updated to reflect *section 15(a)(iii) of the OHS Regulations* which requires that Employers provide to each of its employees, training on hydrogen sulfide safety, if hydrogen sulfide may be present at the workplace

Changes to the Code of Practice

Chapter 3

- **S. 3.5 Transit by Helicopter Safety Briefing** – now includes a reference to *s. 50 (1) of the OHS Regulations* that requires all personnel travelling offshore by helicopter receive specific safety information and instruction related to helicopter transport
- **S. 3.6 Transport by Vessel Safety Briefing** – now includes a reference to *s. 51 (1) of the OHS Regulations* requires that all personnel travelling offshore by vessel receive specific safety information and instruction related to transit by vessel
- **S. 3.7 Workplace Safety Induction** – now includes a reference to *s. 15(b)(i) of the OHS Regulations* which requires that all employees receive specific safety instruction and training (a workplace safety induction) upon their immediate arrival at the Workplace and when they have not been present in the previous six months
- **S. 3.11** was previously WHIMS and was changed to Globally Harmonized System for Hazard Classification and Labelling of Chemicals
 - *Section 15 (a) (ii) of the OHS Regulations* requires that all employees working offshore receive training on the legislation applicable to occupational health and safety, including the rights of employees and the duties of Operators Employers and employees
 - *Section 162 of the OHS Regulations* outlines the instruction and training that every Employer must provide to its employees regarding the use of hazardous substances

Changes to the Code of Practice

Chapter 4

- **Emergency Response Teams** training is applicable to all Marine Installations and Structures
- **The Deputy Person-In-Charge** training is applicable to all Marine Installations and Structures
- **Fast Rescue Boat (FRB) Teams** training is applicable to standby vessels operating for Drilling and Production Installations
- **Fire Teams** training is applicable to Drilling and Production Installations
- **Medical Response Teams** training is applicable to Marine Installations and Structures & also outlines the number of medics and first aiders required is outlined in *section 32 (1) of the OHS Regulation*
- **The Helideck Team** training is applicable to all Marine Installations and Structures
- **MedEvac Team** training is applicable to all Marine Installations and Structures
- **Rescue Boat Teams** training is applicable to Marine Installation and Structures equipped with Rescue Boats
 - For other Marine Installations and Structures the size of the team should be appropriate to the number of personnel onboard
- **Survival Craft Teams & Recurrent** is applicable to Marine Installations and Structures equipped with lifeboats
- **S. 4.4.1 Emergency Drills** - *Section 30 (1) of the OHS Regulations* requires that “every Employer must establish, for each workplace under its control that is a Marine Installation or Structure and having regard to the risk assessment carried out by it for the purpose of the occupational health and safety program, a plan that describes the emergency drills and exercises that must be conducted at the workplace in relation to various scenarios and sets out the frequency with which they must be conducted.”

Changes to the Code of Practice

Chapter 4

- **Muster, Fire and Evacuation/Abandonment Drills** – *S. 32 d) i) of the OHS Regulation* requires lifeboat orientation drills if the workplace is equipped with lifeboat, i) each employee participates, at least once every six months, in a drill that is inclusive of demonstration of survival equipment, donning of an immersion suit, secure into a life boat seat and orientation to the evacuation stations
- **Confined Space Team Drill** - included a note *“This drill must meet the requirements of section 133 1 (k) of the OHS Regulations.”*
- **S. 4.4.2 Recordkeeping** – included *“The drill summary record must meet the requirements of section 30 (6) of the OHS Regulations.”*
- **Emergency Drill Summary** – the summary was updated to reflect type of drill, list of participants, and observations

Chapter 5

- **Workplace Committee** - new requirements for Workplace Committee training in NS and NL are included
- **Advanced First Aid** - *OHS Regulations*, requires the curriculum meet the requirements out in CSA Group standard Z1210
- **Standard First Aid** - *OHS Regulations*, requires the curriculum meet the requirements out by CSA Z1210 and TP 13008 for marine crew. This reference was added
- **Atmospheric Gas Tester** – course content has been updated to reflect applicable legislation and training requirements
- **Confined Space Training** – *“All employees whose work involves entering, evaluating, attending at, supervising persons in or carrying out emergency response procedures in relation to a confined space”* has been added

Changes to the Code of Practice

Chapter 5

- **Fall Protection Training** - is required working at heights onboard a Marine Installation or Structure
 - Applies to anyone who is involved in activities requiring the use of a fall-arrest system or travel restraint system
 - Course content has been updated to reflect the legislative requirements that relate to fall protection, including those relating to the roles and responsibilities of workplace parties
- **Arc-Flash Training** – is new addition to the Standard Practice
 - Working within an arc flash boundary in accordance with Arc Flash Training - CSA Z462 -2021 - Certified Electrical Safety Instruction
- **Oil Well Explosives Handling**
 - *Section 153 (1) of the OHS Regulation* outlines the requirements for competence for explosives handling
 - Renewal every 5 years
 - Course content has been updated to reflect applicable legislation and training requirements

Chapter 6

- **Well Control Training - Note added**
 - *Note: The intention of the Well Control training is to be progressive. Individuals with current Well Control training are not required to complete the new prerequisites for the current level of training he/she currently holds. Prerequisites may apply to new entrants taking Well Control training if it assists them in obtaining the desired level*

Changes to the Code of Practice

Chapter 7

- **Rig electrician - Professional Certification**

- The candidate must have successfully completed an appropriate course in industrial electrical technology at a recognized training institution, and apprenticeship experience and/or additional training to the equivalent of that required for a Canadian inter-provincial journeyman's certificate
- An individual employed in the position of Rig Electrician shall hold an Inter-Provincial Journeyman's Certificate (Instrumentation) or Diploma in Instrumentation Technology
- Arc Flashing Training as outlined in section 5.10 of the COP

- **Electronics Technician**

- Arc Flashing Training as outlined in section 5.10 of the COP

- **Radio Operator** – must hold a Restricted Aeronautical Radio License for individuals who communicate with aircraft as per Industry Canada requirements

Changes to the Code of Practice

Chapter 7

- **Medic** - “The Medic is primarily responsible for providing health services and first aid to employees of the installation. As outlined in *section 33 (1)(3) of the OHS Regulation* “The Employer must not assign to the medic any other duties that will interfere with the prompt and adequate provision of first aid and medical care.”
- **Qualifications**
 - The candidate must have demonstrated to the Employer, through on-the-job training or a previous assignment, an ability to perform the duties of a Medic.
 - The candidate must have experience with medical evacuation of personnel by helicopter, fixed-wing aircraft or other support craft, and be the holder of an Advanced Cardiac Life Support Certificate, or basic cardiac life support instructor’s certificate issued by an entity that bases its training on International Liaison Committee on Resuscitation guidelines.
 - The candidate must have also completed on-the-job training as deemed necessary by the Employer
- **Professional Certification**
 - An individual employed in the position of Medic shall hold either:
 - a license to practice medicine in Canada and have at least two years’ clinical experience in intensive care or emergency practice,
or
 - a Registered Nursing Certificate issued by a provincial regulatory body and have at least two years’ clinical experience in intensive care or emergency practice, or
 - a Paramedic III (P3) Certificate or critical care paramedic certificate issued by a college accredited by the Canadian Medical Association and have at least three years’ experience as an advanced life support provider

Changes to the Code of Practice

Chapter 8

- **Electrical Technician**

- The candidate must have successfully completed an appropriate course in industrial electrical technology at a recognized training institution, and apprenticeship experience and/or additional training to the equivalent of that required for a Canadian inter-provincial journeyman's certificate
- An individual employed in the position of Rig Electrician shall hold:
 - Inter-Provincial Journeyman's Certificate (Instrumentation) or Diploma in Instrumentation Technology
 - Arc Flash Training as outlined in section 5.10 of the COP

- **Telecoms Technician**

- Arc Flashing Training as outlined in section 5.10 of the COP

Chapter 11 – Glossary was updated

Proposed changes to BST, BST-R, OSI Competencies

Changes to BST, BST-R and OSI Competencies – Chapter 13

- Current wording – 2.5.3 Describe the hazards related to using compressed air under water and importance of continuous exhaling during underwater ascent
- Rewording – 2.5.3 Describe the hazards related to using compressed air under water. To prevent lung injuries during ascent, continue to breathe normally if air is available or exhale continuously if the HUEBA is empty/out of air
- Current wording – 2.5.6 Identify potential HUEBA malfunctions
- Rewording – 2.5.6 Identify potential HUEBA malfunctions such as free flowing air from the regulator
- Current wording – 4.3.6 Perform donning a representative immersion suit
- Rewording - 4.3.6 Perform donning a representative immersion suit in a timely manner.
- Current wording – 4.4.5 Describe how to use a Donut escape device
- Rewording – 4.4.5 Describe how to use an emergency descent device
- Current wording - 4.4.10 Describe the in-water group formations and their importance
- Rewording of 4.4.10: Describe the in-water group formations and their importance and purpose
- Current wording – 4.4.12 Demonstrate in-water group survival formations
- Rewording of 4.4.12: 4.4.12 Describe the in-water group survival formations and their importance and purpose

Proposed changes to BST, BST-R, OSI Competencies

Changes to BST, BST-R and OSI Competencies – Chapter 13

Current wording - 4.4.13 Demonstrate swimming formations including shortening the chain, eyes of the chain. “Eyes of the chain” - the last person in the chain turns on to their stomach/front so they can see in the direction the group is swimming

- **Rewording** - “Shorten the chain” - each person places their feet at the waist of the next person (rather than under their arms) when they join the chain – forms a compact chain
- **Current wording – 4.4.14** Demonstrate the proper step-off technique to be used from height. Trainees must be provided the option to step off at one meter or at the height required by the MED. The intent of competence statement 4.4.14 is to teach students the proper technique for stepping off from a height – arms crossed on the chest and the legs crossed at the ankles. Trainees should be given the option to demonstrate the step off technique from a lower height of 1 meter.. Training providers will ensure the proper technique for step-off from height is taught. Participants should have an opportunity to demonstrate the step-off technique from height or from a lower height of 1 meter. Teaching the step-off technique for low board water entry is not required under the Standard Practice and it should not be taught as it could result in serious injuries if used during a jump from height
- **Rewording** - 4.4.14 Demonstrate the proper step-off technique from height from a minimum height of one meter
- **Current wording – 4.4.15** Participate in an evacuation at sea, making use of available lifesaving equipment
- **Rewording – 4.4.15** Participate in an evacuation at sea scenario, making use of available lifesaving equipment

Proposed changes to BST, BST-R, OSI Competencies

Changes to BST, BST-R and OSI Competencies – Chapter 13

- **Current wording** – 5.2.12 Demonstrate an in water rescue of others while maintaining contact with the life raft
- **Rewording** - 5.2.12 Participate in an in water rescue of others while maintaining contact with the life raft
- **Current Wording** – 6.2.15 Demonstrate a transfer from a TEMPSC to a Fast Rescue Boat
- **Rewording** - 6.2.15 Demonstrate a transfer from a TEMPSC to a Fast Rescue Boat including instructions given by the coxswain/coxswain assistants as to how to transfer, where to position and how to behave in the FRC, etc. Describe the differences between the simulated transfer and a transfer at sea such as height difference between the boats, movement of the boats

Changes to the Code of Practice

Chapter 15 – Survival Craft Coxswain Competency Standard

- **15.2.1 Competency Training Standards**

- Added: Note: A lifeboat simulator fitted with equipment the same as, or substantially similar to that which is fitted on the installation and which meets industry guidelines as per Section 1.9, may be used

- **15.3 Responsibilities of the Training Provider**

- Added: Note: Where a simulator is used in place of a TEMPSC to assess any learning outcomes Training Providers must be able to demonstrate how the competencies will be achieved by the student delegate

- **Competency 4.2.5 was changed** from “Describe ways to prevent or slow down the development of injuries due to cold water exposure” to “Describe ways to prevent or slow down the development of injuries due to exposure to elements (hot and cold climate exposure)”

- **Competency 4.4.5 was changed** from “Describe how to use a Donut device” to “Describe how to use an energy descent safety device”

Inquiries

Inquiries can be submitted to the TQC Secretariat at
Jennifer.Matthews@capp.ca