

Reporting of Accidents and Dangerous Occurrences

DETERMINATION UNDER REGULATION 2.42 (2) (c) OF THE
OFFSHORE PETROLEUM AND GREENHOUSE GAS STORAGE (SAFETY) REGULATIONS 2009

Background

Details for reporting of accidents and dangerous occurrences

Accidents and dangerous occurrences must be reported to the Authority in accordance with Clause 82 of Schedule 3 to the *Offshore Petroleum and Greenhouse Gas Storage Act 2006*.

A dangerous occurrence is defined by Regulation 2.41 of the Offshore Petroleum and Greenhouse Gas Storage (Safety) Regulations 2009 as:

- (1) An occurrence at a facility that did not cause, but could reasonably have caused:
 - (a) the death of, or serious personal injury to, a person; or
 - (b) a member of the workforce to be incapacitated from performing work for a period of 3 or more days
- (2) A fire or explosion
- (3) A collision of a marine vessel with the facility
- (4) An uncontrolled release of hydrocarbon vapour exceeding 1 kilogram
- (5) An uncontrolled release of petroleum liquids exceeding 80 litres
- (6) A well kick exceeding 8 cubic metres (or 50 barrels)
- (7) An unplanned event that required the emergency response plan to be implemented
- (8) Damage to safety-critical equipment
- (9) An occurrence to which items 1 to 8 do not apply that:
 - (a) results in significant damage to a pipeline (for example, reducing the capacity of the pipeline to contain petroleum or greenhouse gas substance flowing through it); or
 - (b) is likely to have a result of a kind mentioned in paragraph (a); or
 - (c) is of a kind that a reasonable pipeline licensee would consider to require immediate investigation
- (10) Any other occurrence of a kind that a reasonable operator would consider to require an immediate investigation

Guidance – Verbal notification

Operators should make a verbal notification to NOPSEMA, via the dedicated NOPSEMA incident phone number (08) 6461 7090, as soon as practicable after the accident, or detection of a dangerous occurrence. This is also an opportunity for the duty OHS Inspector to advise the operator in relation to 'disturbing the site' of an accident or dangerous occurrence if applicable. In this context "as soon as practicable" includes having due regard to any immediate emergency response necessary.

Timing and content of reports

In addition to verbal notification, the regulations also require the operator to provide NOPSEMA with a report on the accident or dangerous occurrence. Regulation 2.42 (2) of the *Offshore Petroleum and Greenhouse Gas Storage (Safety) Regulations 2009* requires that the report:

- (a) must be written; and
- (b) unless otherwise agreed by the Safety Authority – must be provided within 3 days after:
 - (i) the first occurrence of the accident or dangerous occurrence; or
 - (ii) if the accident or dangerous occurrence is not detected by the operator at the time of its first occurrence – the detection of the accident or dangerous occurrence by the operator; and
- (c) must contain material details concerning the accident or dangerous occurrence of the types determined by the Safety Authority.

The Determination

The report to be provided under regulation 2.42(2) must contain material details of the types determined as follows:

General

1. The facility name, site name or location of the accident or dangerous occurrence.
2. Name and business address of registered operator or other person who controls the work site.
3. Time and date of the accident or dangerous occurrence.
4. Names and contact details of any witnesses.
5. Name, position, telephone number and email address of the person submitting these details.
6. Brief description of the accident or dangerous occurrence.
7. Work/activity being undertaken at the time of the accident or dangerous occurrence.
8. Action taken to make the work-site safe including details of any disturbance of the work site.
9. Was an emergency response initiated?

Injuries

10. Name of employer of deceased/injured person(s) [if any and if different from the answer in item 2].
11. Details of deceased/injured person(s) - including: name, date of birth, sex, residential address, e-mail address, telephone number, occupation/job title and details of injury and details of job being undertaken.
12. Day of shift and hour of shift (e.g. 5th day of 7, 1st hour of 12).

Fluid Escape

13. Estimated quantity and composition of fluids that escaped or burned, including known toxicity.
14. Duration of escape.
15. Location and weather conditions.

Serious Damage

16. Identify equipment damaged and to what extent.
17. Will the equipment or facility be shut down and for how long?

Immediate Actions

18. Immediate action taken/intended, if any, to prevent recurrence of the accident or dangerous occurrence.

Analysis and Remedial Actions

19. Immediate cause analysis.
20. Root cause analysis and full report.
21. Actions to prevent recurrence of same or similar accident or dangerous occurrence with responsible party and completion date.

Guidance – Final Report within 30 days (including items 20-21)

NOPSEMA recognises that it may not be reasonably practicable for items 20 and 21 to be provided within 3 days of the accident or detection of a dangerous occurrence and herein agrees that these items may be submitted within 30 days. Any request for agreement to exceed this 30 day time frame to provide material details relating to items 20 and 21 s should be made in writing to NOPSEMA and will be considered on the basis of reasonable grounds.

Jane Cutler

Chief Executive Officer

National Offshore Petroleum Safety and Environmental Management Authority

Dated this 14th day of March 2012