N-03000-FM0831 Revision 8 January 2015



Report of an accident, dangerous occurrence or environmental incident

For instructions and general guidance in the use of this form, please see the last page.

Part 1 is required within 3 days of a notified incident.

Part 2 is required within 30 days of notified incident.

What is the date and time of this written incident report?

What was the date and time of the initial verbal incident notification to NOPSEMA?						
Date	12 <sup>th</sup> . June 2017	Time	15:00 CST			

NOTE: It is a requirement to request permission to interfere with the site of an accident or dangerous occurrence. Refer *OPGGS(S)R, Reg. 2.49.* 

Date	13 <sup>th</sup> . June 2017	Tim	ie	11:00		
What type of incident is being reported?  Please tick app incident type					e	
Accident or dangerous occurrence			<b>✓</b>	Complete pa	Complete parts 1A, 1B & part 2	
Environment	al Incident			Complete pa	arts 1A, 1C	
BOTH (Accide	BOTH (Accident or dangerous occurrence AND environmental incident)  Complete ALL parts (1A, 1B, 1C, 2)					C, 2)
Please tick all a	pplicable (one or more categories)	To use	elect	tronically: MS Word	2007-10 – click in ch	eck box
		Dooth or	Caria	aus inium.		

	Accidents	Lost time injury ≥3 days	
Categories Please select one or more	Dangerous occurrences	Hydrocarbon release >1 kg or ≥80 L (gas or liquid) Fire or explosion Collision marine vessel and facility Could have caused death, serious injury or LTI Damage to safety-critical equipment Unplanned event - implement ERP Pipeline incident Well kick >50 barrels Other _ Incorrect rigging configuration used on Spreader/Lifting Bar.	
	Environmental incidents	Hydrocarbon release Chemical release Drilling fluid/mud release Fauna Incident Other	



# Part 1A – Information required within 3 days of an accident, dangerous occurrence or environmental incident

Gene	General information – all incidents							
1	Where did the incident	Facility / field / title name	Northern Endeavour.					
1.	occur?	Site name and location Latitude/longitude	Timor sea					
	Who is the registered	Name	Upstream Production Se	olutions				
2.	operator/titleholder or other person that controls	Business address	Level 5, 1101 Hay Stree	t, West Perth WA 6005				
	the works site or activity?	Business phone no.	08 6109 4000					
3.	When did the incident	Time and time zone	17:00 CST					
3.	occur?	Date	10th. June 2017					
	Did anyone witness the incident?	Yes or no If yes, provide details below	Yes					
	Witness details	Witness no 1	Witness no 2	Witness no 3				
	Full name	s 22 irrelevant						
	Phone no. (Business hours)	s 22 irrelevant						
4.	Phone no. (Home) (Mobile)	11						
	<b>Email</b> (Business) (Private)							
	Postal address	Level 5, 1101 Hay Street, West Perth WA 6005	Level 5, 1101 Hay Street, West Perth WA 6005	Level 5, 1101 Hay Street, West Perth WA 6005				
	NB: If	more witnesses, copy and insert th	is section (4) here , and add extra	witness numbers appropriately				
		Name	s 22 irrelevant material					
5.	Details of person submitting	Position	Offshore Installation Man	ager				
J.	this information	Email	s 22 irrelevant material					
		Telephone no.						
6.	Brief description of incident	A Dangerous Occurrence took place on Saturday 10th June 2017 on the Northern Endeavour Facility, Timor Sea. A 9 tonne alternator from a Seawater/Firewater Generator was lifted into place utilising a Spreader/Lifting Bar.						
0.	bilei description of incident	The lifting rigging arrangem configuration the lifting bar as a "Spreader" bar has a St	had a SWL Limit of 4.05 to WL of 15 tonnes).	nnes. (The same bar used				
		The alternator was lifted in (Mon 12th. June) that it wa	•					



# Part 1A – Information required within 3 days of an accident, dangerous occurrence or environmental incident

Gene	ral information – all incidents								
7.	Work or activity being undertaken at time of incident	Lifting of 9 tonne alternative repair.	Lifting of 9 tonne alternator back into Generator enclosure after onshore repair.						
8.	What are the internal investigation arrangements?	Causal Effects Investigation to be conducted							
9.		Yes or no If Yes, provide details below	No						
		Type of fluid (liquid or gas) If hydrocarbon release please complete item no.15 as well	Please specify	Non-hydrocarbo					
		Estimated quantity							
		Liquid (L), Gas (kg)							
		Estimation details	Calculation		Measurement				
			Please specify						
	Was there any loss of containment of any fluid (liquid or gas)?	Composition Percentage and description							
	(	Known toxicity to people	Toxicity to people						
		and/or environment	Toxicity to environ	ment					
		How was the leak/spill	F&G detection		Visual				
		detected?	CCTV		Other				
			No Yes		Immediate Delayed				
		Did ignition occur?	If yes, what was the likely ignition source		Hotwork ark electrical source ark metallic contact Hot surface Other				
		Yes or no	N/A						
	Has the release been	Duration of the release							
10.	stopped and/or contained?	hh:mm:ss							
	erepped and, or contained.	Estimated rate of release Litres or kg per hour							
11.	Location of release	What or where is the location of the release?	N/A						



Part 1A – Information required within 3 days of an

Jeni	eral information – all incidents				
		What equipment was involved in the release?			
		Is this functional location listed as safety-critical equipment?			
		Ambient temperature c°	N/A		
		Relative humidity %			
		Wind speed m/s NB: for enclosed areas use Air change per hour			
2.	Weather conditions Please complete as appropriate	Wind direction e.g. from SW			
		Significant wave height m			
		Swell m			
		Current speed m/s			
		Current direction e.g. from SW			
		System of hydrocarbon release	Drilling		Utilities  Well related  Marine
		Estimated inventory in	N/A	•	•
	Hydrocarbon release details	the isolatable system  Litres or kg			
2	If hydrocarbon fluid (liquid or gas)	System pressure and size	Pressure 1	MPag	
was rela	was released, please complete this section as well	of piping or vessel diameter (d in mm) length (l in m) or volume (V in L)	Size Pipi and Pip or Vess	ing (I)	
		Estimated equivalent hole			
		diameter d in mm			

OPGGS(S)R 2.49.

notification phone line? Phone No. 08 6461 7090

Action taken to make the

work-site safe

15.

Yes

Yes

Was permission given by a NOPSEMA inspector to interfere with the site?

 $\boxtimes$ 

 $\boxtimes$ 

No

No



Part 1B - Complete for accidents or dangerous occurrences							
Acciden	nts and dangerous occurrences	information					
		Action taken	N/A – worksite was saf		Ξ		
		Details of any disturbance of the work site	Nil				
	Was an emergency response initiated?		Yes [		N	o 🛮	
16.		Type of response	Manual □ Automatic alarm □	1	Muste Evacuatio		
		How effective was the emergency response?					
	Was anyone killed o	r injured? Provide details below	Yes 🗆		N	o 🛛	
	Injured persons (IP)		Casualty No 1				
	If different from item 2.  Employer name		Employer address				
	Employer phone no.		Employer email				
	IP full name				•		
	IP date of birth		Se	ex M	□ F		
	IP residential address						
	IP phone no. (Work)		IP phone no. (Hom (Mobil	I			
17.	IP occupation/job title		Contractor or core cre	ew			
-71	Details of injury						
	Based on TOOCS (refer last page) Nature of injury	<ul> <li>a. Intracranial injury</li> <li>b. Fractures</li> <li>c. Wounds, lacerations, amputations, internal organ damage</li> </ul>	d. Burn e. Nerve or spinal f. Joint, ligament, g. Other	, muscle or t			
	Part of body	<ul><li>G1. Head or face</li><li>G2. Neck</li><li>G3. Trunk</li><li>G4. Shoulder or arm</li></ul>	G5. Hip or leg G6. Multiple locati G7. Internal system G8. Other	ms			
	Mechanism of injury	<ul><li>G0. Falls, stepping, kneeling, sitting on object</li><li>G1. Hitting object</li><li>G2. Being hit or trapped</li></ul>	G3. Exposure to so G4. Muscular stres G5. Heat, cold or r. G6/7 Chemical, biol G8. Other	ss radiation logical substa	ance		



Part 1	B - Complete for accide	nts or dangerous occur	rences	
Acciden	ts and dangerous occurrences	information		
	Agency of injury	Machinery or fixed plant     Mobile plant or transport     Powered equipment     Non-power equipment	5/6. Chemicals, mater 7. Environmental age 8. Human or animal 9. Other	encies 🔲
Details of job being undertaken				
	Day and hour of shift	<b>Day</b> e.g. 5 <sup>th</sup> day of 7 (5 / 7)	Hour e.g. 3 <sup>rd</sup> hour of 12 (3/	
		NB: If more casualties, please copy/p	aste this section (19) for each ad	ditional casualty and insert here
		damage? Provide details below	Yes □	No ⊠
	Details	Item 1	Item 2	Item 3
18.	Equipment damaged			
	Extent of damage			
19.	Will the equipment be shut down? Yes or No	No		
	If Yes, for how long?			
			nt seriously damaged, please cop	py/paste this section as required
	Will the facility be shut down?	Yes or no If yes provide details below	No	
20.		Date		dd/mm/yyyy
	Facility shutdown	Time		24 hour clock
		Duration		days / hours / minutes
		Action	Responsible party	Completion date Actual or intended
		Quarantine Lifting Beam	Maintenance Supervisor	12-June-17
	Immediate action taken/intended, if any, to			
21.	prevent recurrence of incident.			
22.	What were the immediate causes of the incident?	Incorrect rigging configuration	on used on Spreader/Lifting	g Bar.
		•		



Attachn	nents			
Are you attaching any documents?			Yes or no If yes provide details below	No
No.	ID	Revision	Date	Title/description
				Insert or delete rows as required

Part	1C – Complete for env	ironmental incidents				
	- complete for env					
Envir	onmental Impacts					
23.	What is the current environment plan for this incident?	Environment plan				
		Yes or no If yes provide details below				
		Incident details e.g. estimated area of impact, nature/significance of impact				
		ENVIRONMENTAL RECEPTO	RS			
	Has the incident resulted in an impact to the	•	n ocean 🗆 Mad		Macroalgae ☐ Coral Reef ☐	
	environment?			В	enthic invertebrates	
		Stakeholders			Seagrass 🗆	
		Other sensitivity			Mangrove □	
24.		e.g. conservation area, nesting beach				
		Further details	Further details			
	Details	Environment 1	En	vironi	ment 2	Environment 3
	Location of receiving					
	environments Lat/Long					
	Date & time of impact					
	Action taken to minimise					
	exposure Specify each matter					
	protected under Part 3 of					
	the EPBC Act impacted					
	ine zi be / tet impacteu	NB: If more environments wei	re damaged	d, please	copy/paste this	section (Item E3) and add extra data
		Yes or no				
	Are any environments at	If yes, provide details				
25.	risk?	Details				
	Including as a result of spill response measures	e.g. zone of potential impact				
	-	AT RISK ENVIRONMENTS				



Part	Part 1C – Complete for environmental incidents						
Envir	onmental Impacts						
		Sho Population	olders sitivity		Ве	Macroalgae Coral Reef Benthic Invertebrates Seagrass Mangrove	
	Details	Environment 1		nviron	ment 2	Environment 3	
	Estimated location of 'at- risk' environments						
	Estimated impact date & time						
	Action required to minimise exposure						
	Specify each matter protected under Part 3 of the EPBC Act at risk						
		NB: If more environments at risk	of damag	e, please	copy/paste this s	ection (Item E2) and add ext	ra data
26.	Was an oil pollution emergency plan activated?	Yes or no  If yes, what action has been implemented /planned?  If yes, how effective is/was					
	Was an environmental	the spill response? Yes or no					
27.	monitoring program initiated?	If yes, what actions have been implemented and/or planned?					
	Did the incident result in the death or injury of any fauna?	Yes or no (If yes provide details of species in the table below)					
	Injured fauna	Species 1	Specie	s 2		Species 3	
28.	Species name (common or scientific name)						
	Number of individuals	Killed:	Killed:			Killed:	
	killed or injured	Injured:	Injured			Injured:	
		NB: If more species were inju	Respo			Completion date  Actual or intended	ra aata
	Actions taken to avoid or mitigate any adverse						
29.	environmental impacts of the incident.						
				1	NB: If more actions	s, please add extra rows as r	equired



# Part 1C – Complete for environmental incidents

Envir	onmental Impacts			
		Action	Responsible party	Completion date Actual or intended
	Corrective actions taken, or proposed, to stop,			
30.	control or remedy the incident.			
	incident.			
			NB: If more ac	tions, please add extra rows as required
		Action	Responsible party	Completion date Actual or intended
	Actions taken, or			
31.	proposed, to prevent a similar incident occurring			
	in the future.			
			NB: If more ac	tions, please add extra rows as required

Attachments				
Are you attaching any documents?			Yes or no If yes provide details below	
No.	ID	Revision	Date	Title/Description
				Insert or delete rows as required



# Part 2 – Information required within 30 days of accident or dangerous occurrence

NOPSEMA acknowledges that in many circumstances an operator may not have completed an investigation within 3 days of an accident or first detection of a dangerous occurrence and agrees that these items must be provided within 30 days unless otherwise agreed, in writing with NOPSEMA. In circumstances where an investigation has been completed within 3 days, and these items are available (supplemented, as required by any attachments) this part should also be completed at that time.

Has the investigation been completed?	Yes or no	Yes
	Root cause 1	Contractor equipment was not registered in NE lift register
Do at assess and wis	Root cause 2	Crane Operator perceived to work under pressure
Root cause analysis What were the root causes?	Root cause 3	No Pre-inspection check conducted for compliance plate spreader / lifting bar
	Other root causes	Spreader / lift bar test certificate not thoroughly checked

A TapRooT® investigation of the incident was requested by the Operations Manager - NE in order to determine what occurred, why it occurred, including the systemic root causes and to make recommendations in order to prevent a recurrence. The investigation was conducted in accordance with Upstream PS Incident Investigation procedure 00/HSEQ/GEN/PC03. The investigation team consisted of the following personnel;

s 22 irrelevant material

SEQ Facilitator

**Crane Operator** 

Mechanical Technician

I, Production Supervisor

32.

#### Full report

Describe investigation in detail, including who conducted the investigation and in accordance with what standard/procedure with reference to attachments listed in the 'attachments table' (following) as aplicable

NOPSEMA have attended a formal investigative meeting with the Northern Endeavour Management team to acquire a summary of the draft incident investigation report, finding and proposed mitigation strategies. The formal investigation report has been forwarded to NOPSEMA with this 30-Day notification.



# Part 2 – Information required within 30 days of accident or dangerous occurrence

NOPSEMA acknowledges that in many circumstances an operator may not have completed an investigation within 3 days of an accident or first detection of a dangerous occurrence and agrees that these items must be provided within 30 days unless otherwise agreed, in writing with NOPSEMA. In circumstances where an investigation has been completed within 3 days, and these items are available (supplemented, as required by any attachments) this part should also be completed at that time.

		Action	Responsible party	Completion date Actual or intended
	Actions to prevent recurrence of same or similar incident	Align and update Performance Standard P20 (26/OP/INT/PS38), NE Lifting Management Plan (26/OP/GO/MN/AM9022620), and lifting Operations and Equipment procedure (00/HSE/GEN/PC41).	s 22 irrelevant	30 Sep 2017
		Promote the workers "Right to Stop the Job".	s 22 HSEQ	30 Aug 2017
33.		On completion of lift documentation update, prepare and implement Competency Based Training (CBTA) to ensure crane operators, riggers, supervisors and personnel working	s 22 i I t	31 Oct 2017
		with lifts are aware of the lifting procedures requirements		
		Communicate at facility HSE meetings, the document control process, relating to "red line mark ups". Document Control Procedure (00/SP/DOC/PC01)	NE OIM	30 Sep 2017
		On completion of lift documentation update, create and implement information training sessions on changes, specific requirements and contents of the lift documents for general awareness.	s 22 i	31 Oct 2017
		Create and present findings of Spreader / Lifting bar near miss to onshore and offshore crews.	s 22	30 Sep 2017
	NB: Add or delete rows of			

Attachments (Insert/delete rows as required)				
Are you attaching any documents?			Yes or no If yes provide details below	Yes
No.	ID	Revision	Date	Title/description
4900 -HS- H010 5	4900-HS- H0105	0	5/7/2017	Near Miss: Incorrect Use of Combination Spreader / Lifting Bar



Attachments (Insert/delete rows as required)				
Are you attaching any documents?		Yes or no If yes provide details below		



# Instructions and general guidance for use:

- 1. The use of this form is voluntary and is provided to assist operators and titleholders to comply with their obligations to give notice and provide reports of incidents to NOPSEMA under the applicable legislation.
- 2. Accidents, dangerous occurrences or environmental incidents can all be reported using this same form.
- 3. The applicable legislation for incident reporting is:
  - a. Offshore Petroleum and Greenhouse Gas Storage (Safety) Regulations 2009 [OPGGS(S)R]; and
  - b. Offshore Petroleum and Greenhouse Gas Storage (Environment) Regulations 2009 [OPGGS(E)R], for facilities located in Commonwealth waters; or
  - c. for facilities located in designated coastal waters, the relevant State or Territory Act and associated Regulations where there is a current conferral of powers to NOPSEMA.
- 4. In the context of this form an incident is a reportable incident as defined under:
  - a. OPGGSA, Schedule 3, Clause 82.
  - b. OPGGS(E)R, regulation 4.
- 5. This form should be used in conjunction with NOPSEMA Guidance Notes available on the NOPSEMA website:
  - a. N-03000-GN0099 Notification and Reporting of Accidents and Dangerous Occurrences
  - b. N-03000-GN0926 Notification and Reporting of Environmental Incidents
- 6. Part 1 requires completion for all incidents; then ALSO complete part 2 if the incident is an accident or dangerous occurrence.
- 7. NOPSEMA considers that a full report will contain copies of documentary material referenced and/or relied on in the course of completing this form, which may include (but not be limited to) as appropriate: witness statements, management system documents, drawings, diagrams and photographs, third party reports (audit, inspection, material analysis etc.), internal records and correspondence.
- 8. This form is intended to be completed electronically using Microsoft Word by completing the unshaded cells which will expand as required to accept the information required <u>and</u> the check boxes where relevant (NB: check boxes may appear shaded and have reduced functionality in MS Word versions prior to 2010).
- 9. The completed version of this form (and any attachments, where applicable) should be emailed to: <a href="mailto:submissions@nopsema.gov.au">submissions@nopsema.gov.au</a> or submitted via secure file transfer at: <a href="https://securefile.nopsema.gov.au/filedrop/submissions">https://securefile.nopsema.gov.au/filedrop/submissions</a> as soon as practicable, but in any case within three days of the incident.

#### References

NOPSEMA website: www.nopsema.gov.au

TOOCS – Type of Occurrence Classification System.

The *Type of Occurrence Classifications System, Version 3.0* (TOOCS3.0) was developed to improve the quality and consistency of data. This system aligns with the International Classification of Diseases –Australian Modification (ICD10-AM).

http://www.safeworkaustralia.gov.au/sites/SWA/AboutSafeWorkAustralia/WhatWeDo/Publications/Documents/2 07/TypeOfOccurrenceClassificationSystem(TOOCS)3rdEditionRevision1.pdf

OPGGS(S)R. Offshore Petroleum and Greenhouse Gas Storage (Safety) Regulations 2009. Select Legislative Instrument 2009 No. 382 as amended and made under the *Offshore Petroleum and Greenhouse Gas Storage Act 2006*. Commonwealth of Australia.

OPGGS(E)R. Offshore Petroleum and Greenhouse Gas Storage (Environment) Regulations 2009. Statutory Rules 1999 No. 228 as amended and made under the *Offshore Petroleum and Greenhouse Gas Storage Act 2006*. Commonwealth of Australia.



### **Privacy Notice**

NOPSEMA collects your personal information for the purpose of investigating accidents, dangerous occurrences and environmental incidents under the Offshore Petroleum and Greenhouse Gas Storage Act 2006.

NOPSEMA will not use or disclose your personal information for any other purpose without your consent, unless it is required or authorised by law, or relates to NOPSEMA's enforcement activities. Your personal information may be disclosed to the following organisations, entities or individuals:

- individuals who make a request under the Freedom of Information Act 1982
- the Australian National Audit Office and other privately-appointed auditors
- other law enforcement bodies (for example, the police or the Coroner)
- NOPSEMA's legal advisors.

NOPSEMA may occasionally be required to disclose information to overseas recipients in order to discharge its functions or exercise its powers, or to perform its necessary business activities.

Information about how you can access, or seek correction to, your personal information is contained in NOPSEMA's APP Privacy Policy at <a href="https://www.nopsema.gov.au/privacy">www.nopsema.gov.au/privacy</a>. If you have an enquiry or a complaint about your privacy, please contact NOPSEMA's Privacy Contact Officer on (08) 6188 8700 or by email at: <a href="mailto:privacy@nopsema.gov.au">privacy@nopsema.gov.au</a>.