PERSONAL PROTECTIVE EQUIPMENT (PPE) STANDARD

TABLE OF CONTENTS

1. GENERAL INFORMATION

1.1 PROMAN ENERGY

Proman Energy is an energy company focused on meeting the energy needs of Trinidad and Tobago. Proman Energy is the owner of Block 1(a) located offshore in the west coast of Trinidad. Proman Energy currently produces natural gas from the Iguana and Zandolie fields in Block 1(a) with two (2) unmanned platforms and a 45km pipeline to Proman Energy's Gas Processing Unit which is located onshore.

2. PURPOSE

The requirement for the use of Personal Protective Equipment (PPE) shall be determined through the process of hazard identification, risk assessment and the development of risk control measures.

Hierarchy of Hazard Controls

Proman Energy applies the hierarchy of controls to eliminate or reduce hazards to an acceptable level of residual risk, listed below in order of effectiveness:

1. Elimination
2. Substitution
3. Engineering controls
4. Administrative Controls
5. Personal Protective Equipment

When elimination, engineering or administrative controls are not feasible or do not adequately reduce risk, PPE may be required to provide additional protection for personnel.

Note: PPE does not eliminate hazards and cannot prevent accidents on its own. It should be considered a last line of defence, and all reasonable steps must first be taken to control hazards at the source.

It is the policy of Proman Energy to ensure that all personnel working at any facility are adequately protected against any foreseeable hazard through the provision and proper use of task-specific PPE.

- This document outlines the requirements for managing routine workplace hazards through the use of risk-specific PPE.
- For tasks involving non-routine or unique hazards, a specific risk assessment must be conducted and additional controls and or supplemental PPE must be implemented before work begins.

3. SCOPE

This procedure applies to all employees, contractors, visitors, and any personnel entering areas where PPE is required across all Proman Energy operational and project sites.

4. ABBREVIATIONS

AIHA	American Industrial Hygiene Association
ALARP	As low as reasonably practicable
ANSI	American National Standards Institute
APR	Air-Purifying Respirators
ASTM	American Society for Testing and Materials
ASSE	American Society of Sanitary Engineering
CFR	Code of Federal Regulations
dBA	A-weighted decibel
EN	European Standard
EPA	Environmental Protection Agency
ERT	Emergency Response Team
ESLI	End of Service Life Indicator
FRC	Flame Resistant Clothing
GPU	Gas Processing Unit
HSSE	Health Safety Security and Environment
IDHL	Immediate Danager to Health and Life
IMO	International Maritime Organization
ISEA	International Safety Equipment Association
ISO	International Organization for Standardization
JSA/JHA	Job Safety Analysis/Job Hazard Analysis
LSA	Life-Saving Appliance
NFPA	National Fire Protection Association
NIOSH	National Institute of Occupational Safety and Health
NRR	Noise Reduction Rating
NUI	Normally Unmanned Installation
OSHA	Trinidad & Tobago Occupational Safety and Health Agency
OSHA	Occupational Safety and Health Administration

PAPR	Powered Air-Purifying Respirator
PEL	Permissible Exposure Limit
PFD	Personal Flotation Device
PPE	Personal Protective Equipment
RAs	Risk Assessments
ROW	Right of Way
SCBA	Self-Contained Breathing Apparatus
SDS	Safety Data Sheet
SOLAS	Safety of Life at Sea
TWA	Time Weighted Average
UV	Ultraviolet

5. GENERAL REQUIREMENTS

5.1 GENERAL REQUIREMENTS UNDER THE T&T OSH ACT 2004 (AMENDED 2006) CHAPTER 88.08

Proman Energy fully recognises and adopts the provisions set out in the Trinidad and Tobago Occupational Safety and Health Act 2004 (as amended 2006), Chapter 88:08, as it relates to the use of personal protective equipment within industrial establishments.

In accordance with the act, Proman Energy is committed to ensuring that all persons, that is, employees, contractors and visitors who enter areas where there is a potential for bodily harm are provided with and required to wear, suitable protective clothing or devices of an approved standard.

The company further ensures that clear instructions on the proper use of such PPE are provided, and that appropriate signage is visibly displayed in designated areas, in full compliance with Section 23 (1) and (2) of the OSH Act.

6. PERSONAL PROTECTIVE EQUIPMENT

6.1 MINIMUM REQUIREMENTS

The following personal protective equipment (PPE) shall be worn at all times while on Proman Energy operated facilities, including the Gas Processing Unit (GPU)-process area, the Gas Processing Unit non-process area; Laydown Yard, Pipeline Right-of-Way (ROW), and the Normally Unmanned Installations.

These minimum requirements may also apply in areas typically designated as low-risk zones (formerly referred to as "non-PPE work zones"), as well as within Proman Energy Administrative Offices, where risk assessment has identified the need for PPE as the last line of defence.

Mandatory PPE includes:

- Safety Helmet/Hard Hat
- Clear Safety Glasses (including side shield for prescription lenses).
- Fire Resistant Coveralls (FRC).
- Oil resistant Safety Boots (oil resistant).
- Hearing protection (in designated high-noise areas).
- Task-appropriate safety gloves.
- Type 1 personal Flotation Devices (PFDs) – required for offshore operations or when working near water.
- Additional PPE as determined by site specific risk assessment.

All PPE shall be selected and used in accordance with this standard and relevant international standard to ensure maximum protection against identified hazards. In other words, all personnel shall ensure that they wear PPE which are:

- Of an approved type.
- Suitable for the task to be carried out.
- In good condition.
- Of a suitable size.
- Worn properly.
- Properly maintained.

7. ROLES AND RESPONSIBILITIES

To ensure effective implementation and compliance with Proman Energy's PPE requirements, responsibilities are assigned as follows:

7.1 THE HSSE MANAGER

The HSE Manager shall:

1. Have the overall accountability for ensuring that the PPE Safe Work Practice is updated, relevant and available to end users.
2. Have the overall accountability for the issuance, implementation, and administration of this standard to ensure that risks are assessed and managed throughout Proman Energy's workforce.
3. Approve and authorize any deviations from set requirements contained herein.

7.2 THE HSSE ADVISOR

The HSSE Advisors shall:

1. Ensure that all persons on the facility are aware of and adhere to Proman Energy's Site Health Safety, Security and Environment Standards.
2. Verify that Risk Assessments (RAs) are conducted prior to the job task to determine associated hazards and provide guidance on the selection of appropriate PPE.
3. Review and verify the implementation of the PPE standard and make recommendations for continuous improvement.

7.3 EMPLOYEE AND CONTRACTOR

1. All personnel shall participate in PPE training and conform to the requirements outlined in this practice.
2. All personnel shall report immediately to their supervisor on any losses and defects of their PPE and shall request for immediate replacement of lost, worn, or damaged PPE.
3. When working with chemicals covered by SDS, PPE requirements noted by the SDS will be considered when determining appropriate PPE for task.
4. Personnel shall ensure any additional PPE directed by hazards associated with the task to be done should be determined and worn as per RA and Permit to Work requirements.

8. PERSONAL PROTECTIVE EQUIPMENT

8.1 HEAD PROTECTION

To comply with site requirements and to prevent head injuries caused by falling objects, bumping into fixed objects or contact with electrical hazards, all personnel must wear approved head protection in designated work zones or were identified by risk assessment.

APPLICABLE STANDARDS

All safety helmets (hard hats) used at Proman Energy must comply with at least one of the following standards:

1. ANSI/ISEA Z89.1 (USA Standard for Industrial Head Protection).
2. EN 397 (European Standard for Industrial Safety Helmets).
3. EN 12492 (European Standard for Mountaineering Helmets – where required for work at height, e.g. fall rescue or rope access personnel).

HELMET TYPES AND CLASS

TYPE/CLASS	DESCRIPTION
Type I	Protects against vertical (top) impacts only.
Type II	Protects against vertical and lateral (side) impacts.
Class G (General)	Offers limited electrical protection for low-voltage conductors (up to 2,200 volts).
Class E (Electrical)	Provides higher protection against electrical shock (up to 20,000 volts).
Class C (Conductive)	No electrical protection. Offers ventilation for comfort in non-electrical zones.

Note: The selection of type and class must be based on the hazard assessment specific to the task and work environment.
Based on the nature of operations at Proman Energy, the preferred hard hat type is Type II, Class E & G. Additionally:

1. All protective hard hats shall have the following to provide shock absorption during an impact and ventilation during normal wear:
    a. Hard outer shell.
    b. Shock-absorbing lining that incorporates a headband.
    c. Straps that suspend the shell from 1 to 1 ¼ inches (2.54 cm to 3.18 cm) away from the head.
2. Hard hats can be fitted with additional accessories to make them more suitable for various working conditions. Examples are as follows:
    a. Use of chin straps or lanyard especially when climbing or working offshore.
    b. Bracket and cable clip for attachment of lamp.
    c. Eye shield, face shield or welding shield.
    d. Wide brim for additional sun protection.
    e. Earmuffs.
3. No protective hard hat accessory should compromise the safety elements of the protective head equipment.
4. Protective hard hat must fit appropriately for head size of each individual. A proper fit should allow sufficient clearance between the shell and the suspension system for ventilation and distribution of an impact.
5. Hard hats that meet all the requirements but are too small or too large should at no time be worn. It should not bind, slip, fall off or irritate the skin.
6. All personnel who are required to use PPE while conducting work above ground level, which includes accessing stairs, ladders, permanent, temporary, and mobile elevated work platforms. (e.g., Scaffolding, Man lifts, etc.), work around any excavation deep enough for a person to bodily enter and work conducted over water shall use a hard hat lanyard and/or chin strap.
7. Any hard hat which suffers a fall from height greater than 5ft and impacts a solid surface shall be subject to replacement.

8. All hard hat lanyards must meet the ANSI / ISEA 121-2018 Standard and should be rated for the combined weight of the hard hat, and any other attached accessory which are used or may be used along with the hard hat (e.g., earmuffs/defenders, face shield etc.)

Exceptions are made for personnel who are required to use rescue helmets (ERT, Rope Access, etc.) which conforms to ANSI Z89.1-2009, ANSI/ISEA Z89.1-2014 or EN 12492 Standard as a minimum.

FREQUENCY OF ISSUE

1. Hard hats will be issued to employees upon initial assignment to field work.
2. Helmets shall be replaced every 5 years from the date of manufacture, or sooner if signs of damage or degradation are observed.

CARE AND MAINTENANCE

To ensure continued effectiveness and protection:

1. Inspect helmets before each use for cracks, dents, or other signs of damage.
2. The helmet shell must be free of stickers, paint, or markings that can obscure damage or compromise integrity.
3. Do not store objects between the shell and the suspension system.
4. Use only manufacturer-approved accessories to avoid interference with safety performance.
5. Helmets should be cleaned regularly with mild soap and water; avoid solvents or harsh chemicals.
6. Store helmets in a cool, dry area away from direct sunlight and chemicals to prevent material degradation.

DISPOSAL

Helmets must be immediately removed from service if:

1. Cracked, punctured, or visibly damaged.
2. Involved in an impact event (even if no damage is visible).
3. Exceeded recommended service life.
4. Discarded helmets must be rendered unusable prior to disposal to prevent re-use (e.g., visible marking).

Damaged PPE must be reported to the Supervisor or HSSE Department, and a replacement must be issued before resuming work.

8.2 HAND PROTECTION

Hand protection is used to protect personnel from hand injuries such as cuts, abrasions, punctures, chemical burns, thermal burns, electrical shock, vibration, harmful substance absorption etc. Appropriate hand protection must be worn wherever there is a potential for such hazards, as determined by the task risk assessment (TRA).

APPLICABLE STANDARDS

There are several standards that govern the selection, use and performance requirements for hand protection. Some of the key standards include:

- OSHA 29 CFR 1910.138 – General Requirements for Hand Protection.
- ANSI/ISEA 105 – American standard for hand protection classification.
- EN 388 – Protective gloves against mechanical risks (abrasion, cuts, tear, and puncture resistance).

- EN 374 – Protective gloves against chemicals and microorganisms.
- ASTM D120 – Standard Specification for Rubber Insulating Gloves (electrical).
- IEC 60903 – Electrical insulating gloves.

TYPES AND CLASSIFICATION OF GLOVES

The glove selection process was identified to reduce work-related hand injuries by ensuring that gloves of the appropriate type and design are selected for task execution. Risk to individual's hands is not only present during execution of work, but also during normal movement through the facility.

In most instances, the task RA would evaluate risk to the hands associated with the execution of work activity. However, a gap exists with respect to general movement around the facility where personnel come into contact with damaged and/or contaminated handrails/surfaces, ladders, structural components and in some cases, hot surfaces of process equipment.

The selection process via the Glove Selection Tree (see Fig. 1) as well as the donning of gloves is a mandatory PPE requirement when entering the GPU Process Area and NUIs.

Gloves shall be worn for all work scopes being undertaken where the task risk assessment requires appropriate gloves to be used as an element of PPE at all work sites inclusive of non-process areas.

Persons entering the process area shall wear gloves which meet or exceed the following minimum criteria:

Criteria	Minimum Requirement
Regulation (EU) 2016/425 on Personal Protective Equipment	CE Category 1 Marking
Standard EN 388: 2016 Gloves Giving Protection from Mechanical Risks	Level 1 with respect to: abrasion, cut, tear and puncture resistance.
Palm Coating	Nitrile Palm Coating with a rough palm texture
Dexterity	Does not impair manual dexterity

Note: Gloves must be selected according to the nature of the hazard, task performed, and compatibility with other PPE.

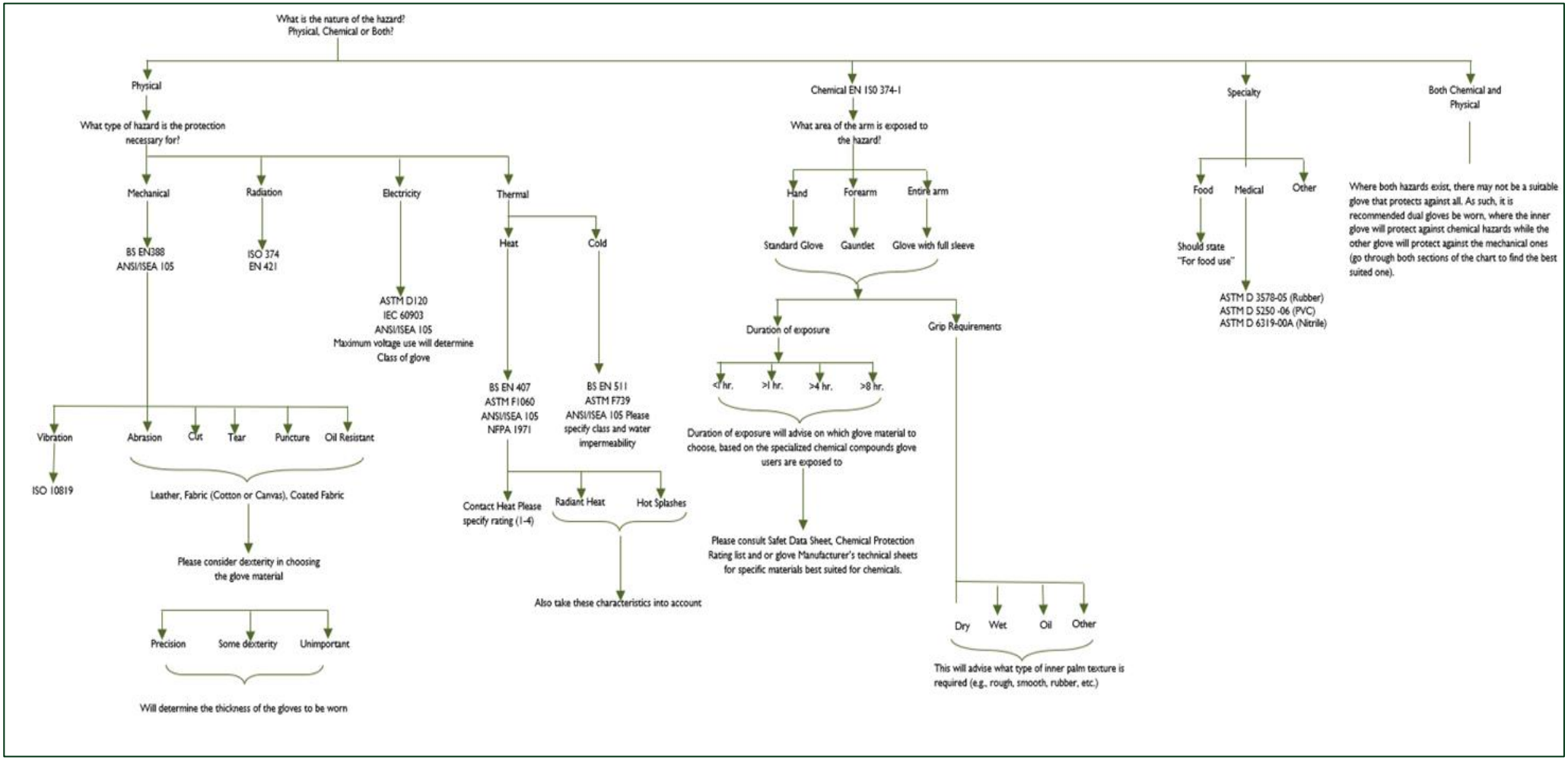

Figure 1: Glove selection tree

FREQUENCY OF ISSUE

The frequency at which gloves will be issued is based on the nature of work and the expected wear and tear of the glove type. General guidelines are as follows:

1. Disposable gloves (e.g., nitrile and latex) will be issued daily or per task. Must be discarded after 87y7contamination, damage or when changing tasks (especially in chemical handling or hygiene-critical operations).
2. Reusable gloves (e.g., mechanical, cut-resistant, thermal) will be issued annually or as needed based on inspection. Gloves must be replaced immediately if damaged, excessively worn or no longer providing adequate protection. – some users may require frequent changeout based on their job function.
3. Speciality gloves (e.g., electrical) will be issued based on specific job requirements. Must undergo regular inspection and testing per regulatory or manufacture standards.

CARE AND MAINTENANCE

Proper care and maintenance are critical to ensure glove effectiveness and hygiene:

1. Inspect gloves prior to each use for cuts, tears, discoloration, or degradation.
2. Clean reusable gloves per manufacturer's instructions (e.g., mild soap and water for general-purpose gloves).
3. Do not reuse gloves intended for single use (disposable gloves).
4. Store gloves in a cool, dry location away from direct sunlight, chemicals, or sharp objects.
5. Do not wear damaged, contaminated, or gloves that are not properly sized.
6. Avoid using gloves around rotating equipment where entanglement risks exist.

DISPOSAL

1. Disposable gloves must be discarded after use in designated waste bins.
2. Reusable gloves that show signs of damage (cuts, cracking, chemical permeation) must be removed from service immediately.
3. Contaminated gloves (e.g., exposed to hazardous chemicals) must be disposed of as hazardous waste in accordance with the Proman Energy Waste Management Plan.
4. Gloves deemed unserviceable must be rendered unusable before disposal to prevent accidental reuse.

8.3 FOOT PROTECTION

All personnel working on any Proman Energy's operational or construction sites, must wear safety footwear that complies with relevant industry standards and provides protection against common workplace hazards such as impact, compression, puncture, slips and chemical exposure.

APPLICABLE STANDARDS

All safety footwear must comply with at least one of the following standards:

- EN ISO 20345:2011(S3 or higher).
- ASTM F2413-18.

FOOTWEAR SPECIFICAITONS

- For toe protection – footwear must consist of steel or composite toe cap, rated to withstand a minimum of 200 joules impact.
- Outsole must be slip-resistant, suitable for wet, oily and uneven surface.
- Consist of puncture-resistant midsole (steel or composite) to protect against sharp objects.
- A minimum of 6-inches in height to provide adequate support and prevent ankle injuries.
- Soles must be resistant to degradation from hydrocarbons and heat resistant.
- Footwear must not be made of materials that allows easy penetration of liquids. Materials such as untreated fabric, mesh or porous leather are not acceptable.
- Only approved, ankle-high, lace-up or zip-up safety boots that meet relevant standards and specifications outlined in this procedure shall be used.

FREQUENCY OF ISSUE

The company will provide one (1) pair of safety boots per employee annually. Employees will be allowed to select a preferred style or design from within the range of approved safety footwear options selected and vetted by the company from approved suppliers. All approved models meet the minimum safety specifications required for onshore and offshore operations.

If a user wishes to purchase their own safety boots (outside of the approved list or from a non Proman Energy supplier), they must first submit the specifications to the HSSE Department for review to assist in verifying the suitability of the footwear for the work environment.

Additional pairs will be issued under the following conditions:

- Damage not due to negligence.
- Change in work environment (e.g., assignment to chemical area).
- Wear or degradation reducing effectiveness or safety.

INSPECTION AND MAINTENANCE

All personnel must inspect their boots daily for:

- Cracks or holes in the sole.
- Worn out threading.
- Loose or damages toe caps.
- Chemical degradation.

a. Damaged boots must be reported and replaced immediately.

b. Footwear must be kept clean and in good condition to maintain effectiveness and hygiene.

c. Personnel not wearing compliant footwear will be denied access to site.

8.4 FLAME RESISTANT CLOTHING (FRC)

All personnel working in areas where there is a risk to fire, arc flash or exposure to flammable gasses, vapours or combustible dust must wear Flame Resistant Coveralls.

SELECTION OF FRC TYPE

The specifications that apply to the flame-resistant clothing that is used by personnel on Proman Energy operating sites are driven by the hazards that the various work sites present. This includes:

Onshore

- Exposure to natural gas fuelled fire.
- Overpressure and flame front exposure as a result of flash fire.
- Arc flash protection.
- Static electricity generation.
- Emergency response in low visibility.

Offshore

- Exposure to hydrocarbon fire.
- Arc flash protection.
- Static electricity generation.
- Man overboard at sea.
- Emergency response in low visibility and background contrast.

As such, the choice of FRC must be 6 oz as a minimum weight requirement, and able to protect the user under all conditions.

Since there are no local standards or recommended practices that are available to guide the select process, the choice is driven by applicable international standard and best practices.

CONSTRUCT

In Proman Energy's operation, there is the risk of personnel being exposed to engulfment in a gas cloud. This risk may be further escalated if the gas is ignited. PPE for protection from hydrocarbon-based flash fires is covered by NFPA 2112 and 2113.

NFPA 2113

- Section 4.3.2 – Garment shall be selected that cover both the upper and lower body and all underlayers as completely as possible. (No gaps to allow for gas to get behind the outer layer).
- Section 4.3.6 – for optimum protection, garments shall be selected that are not tight fitting (this creates an air gap which increases the level of protection).
- Section 5.1.5 – Flame resistant garment collars shall be work closed.
- Section 5.1.7 – When a shirt and pair of trousers, both flame resistant, are worn together, the shirt shall be tucked in. (No gaps to allow for gas to get behind the outer layer).
- Section 5.1.10 - Organizations shall not permit workers to wear non-flame-resistant clothing over flame resistant clothing (this includes belts).
- Section 5.1.11 – Flame resistant or non-melting undergarment (closest to the skin) shall be used.

Given these standard requirements, and in consideration of the following risk:

1. Human factor risks
    a. Persons forgetting to tuck in their shirt.

b. Shirt flipping out of the pants during normal work and not being immediately corrected.

c. Shirt tucked into the pants does not offer any air gap.

d. Belts used to hold up pants are not FR.

e. Garment worn under FR are not flame resistant.

f. Persons leaving collar open.

g. If someone goes overboard offshore, in a shirt and pants, there is the risk of the shirt ballooning and being pulled up over their face creating additional risk to the individual.

WHY ONE-PIECE COVERALLS WERE SELECTED

1. Reduced Exposure at Gaps
    a. Two-piece FR garments (shirt and pants) can separate during physical activity (bending, reaching, climbing), exposing the midsection or lower back. A one-piece coverall eliminates this risk because there are no gaps at the waist.

    b. One-piece coveralls reduce the risk of balloon if the user goes overboard.

2. Consistent Protection Coverage
    a. Coveralls ensure continuous coverage of the torso, arms, and legs.

    b. Shirts can ride up and pants can slip down or be worn untucked, which may leave skin exposed to heat, flames, or molten splatter.

3. Better Heat/Flame Barrier
    a. In a flash fire, the overpressure and flame front can penetrate openings more easily in a two-piece set.

    b. A coverall reduces entry points for flames, hot gases, or sparks.

4. Ease of Donning/Doffing
    a. A coverall is easier to wear correctly and requires fewer checks for proper overlap.

    b. Two-piece garments rely on correct tucking, fastening, and belt positioning, which are prone to human error.

COLOUR

Under the International Convention for the Safety of Life at Sea (SOLAS), the requirement for colour is driven by visibility and recognition in case of an emergency, mainly in the case of man overboard and lost at sea scenarios. While SOLAS itself does not prescribe specific colours, it refers to the international Life-Saving Appliance (LSA) code (Chapter II) which sets the technical standards. The LSA requires that safety equipment (also applicable to our FRC) is of an internationally recognized highly visible colour. This includes red and fluorescent orange, with the fluorescent orange being the most widely used option. This allows for ease of visibility of a person in the water from both rescue boats and aircraft operations since fluorescent orange contrasts well with the sea and vessel backgrounds and is highly recognizable by search and rescue teams. The fluorescent orange is also an international best practice and as such facilitates seamless integration if international support is required for emergency search and rescue operations.

APPLICABLE STANDARDS FOR FRC

1. NFPA 2113 Standard guiding workers and organizations on the use of FRC.

2. EN ISO 20471 Standard for High visibility clothing.

    a. Table 1 Minimum required areas of visible material – Class 2: Background 0.50 m3, Retroreflective 0.13 m3.

3. ANSI/ISEA 107 Standard for High-Visibility Safety Apparel.
    a. List acceptable background colours (fluorescent orange/red or yellow green depending on application).

FREQUENCY OF ISSUE

FR Coveralls will be issued as follows:

1. Field Staff:
    a. Two (2) FR Coveralls will be issued annually – Intended for personnel assigned to work onsite.
2. Office Staff:
    a. One (1) FR coverall will be issued every two (2) years or as required – Intended for personnel not assigned to the GPU but expected to be onsite.

CARE AND MAINTENANCE OF COVERALLS

Proper care and maintenance of FR coveralls are essential to ensure their protective properties are preserved throughout their use:

1. Keep coverall clean and free from oil grease or flammable contaminants.
2. Launder regularly using mild detergent according to manufacturer instructions.
3. Inspect before each use for tear, burns or worn fabric.
4. Report any damage or excessive wear to your line Manager or HSSE for replacement.
5. DO NOT alter or repair coveralls in a way that compromises their protective integrity (e.g., replacing FR thread with non-FR materials).
6. If contaminated, wash separately from other clothing.
7. Before disposing of donating, remove or destroy the company logo.

The use of non-flame-resistant apparel over flame resistant PPE compromises the ability of the flame-resistant material to deliver the required protection. Therefore, apparel such as high visibility vest, raincoats, chemical suits etc., must also be FR rated.

8.5 HEARING PROTECTION

Hearing protection must be worn in:

- Areas where noise levels exceed permissible exposure limits.
- Any location marked with “Hearing Protection Required” signage.
- During tasks known to produce hazardous noise levels where engineering or administrative controls are not feasible or effective.

TYPES OF HEARING PROTECTION

The following types of hearing protection are approved for use:

- Foam earplugs – typical noise reduction range of 29-33 dB if worn properly.
- Reusable earplugs – typical noise reduction range of 20-28 dB if worn properly.
- Earmuffs - typical noise reduction range of 20-30 dB if worn properly.

SELECTION CRITERIA

Hearing protection must be selected based on:

- Noise level exposure (using NRR – Noise Reduction Rating).
- Compatibility with other personal protective equipment (PPE).
- Comfort and fit for the user.
- Duration and nature of the noise exposure.
- Individual medical or physical considerations.

APPLICABLE STANDARDS

The following regulations and standards apply:

- Trinidad and Tobago OSH Act 2004 (amended 2006).
- UK Control of Noise at Work Regulations 2005.
- ISO 4869 Series – Hearing Protection Performance.
- EN 458 Standard for selection, use, and maintaining hearing protection correctly.
- NIOSH Standard for hearing Protection.

NOISE EXPOSURE LIMITS

The company adopts the following noise limits based on regulatory requirements:

- Standard exposure limit: The common limit is an 8-hour time-weighted average of 85 dBA, as per the Occupational Safety and Health Administration (OSHA) standard.
- Action level: Hearing protection is required if noise levels is > 85 dB(A).
- Maximum exposure limit: 100dB(A) TWA for 15 minutes per day with hearing protection.
- Recommendation for double ear protection when noise levels exceed 100 dBA (TWA).

FREQUENCY OF ISSUE

- Disposable earplugs are designed for single use only. Must be discarded after each use or if they become dirty or damaged.
- Reusable earplugs should be replaced typically every 3-6 months or sooner if they become damaged, worn, unhygienic or no longer fits properly.
- Earmuffs will be issued annually or as needed based on condition.

MAINTENANCE AND CARE

- Disposable earplugs must be discarded after each use.
- Reusable earplugs and earmuffs must be cleaned regularly according to manufacturer’s instructions.
- Hearing protection equipment must be stored in a clean, dry areas to prevent contamination or damage.
- Damaged, worn out, or malfunctioning must be replaced immediately.
- For muffs – wipe down regularly, inspect for cracks or loss of seal.

8.6 EYE AND FACE PROTECTION

Eye and face protection must be worn when there is a potential for eye or face injury due to:

- Flying particles.
- Molten metal.
- Liquid chemicals.
- Acids or caustic liquids.
- Chemical gases or vapours.
- Potentially infectious material (biohazards).
- Harmful light radiation (e.g., UV, infrared welding arc).

APPLICABLE STANDARDS

- ANSI Z87.1-2020 or EN 166 compliant.
- ANSI Z49.1 - Safety for Welding and Cutting

HAZZARD ASSESSMENT

Conduct a task-specific hazards assessment to identify the type of eye/face protection required. Such risk assessment should consider:

- Type of hazards (impact, chemical splash, radiation etc)
- Intensity/ duration of exposure, and,
- Work environment for an appropriate selection.

MINIMUM REQUIREMENTS

All personnel are required to wear clear safety glasses with side shields that comply with ANSI Z87.1 standards while in designated operational or hazardous areas.

Individuals who require corrective lenses (prescription glasses) must either:

- Wear prescription safety glasses that meet ANSI Z87.1 standards or
- Wear ANSI Z87 – compliant over-glasses over the regular prescription lenses.

Where there is risk of flying particles, impact or high-pressure exists:

- Over-glasses must be worn over non safety prescription glasses or
- Prescription safety glasses must be used that provide equivalent impact resistance and carry the ANSI Z87 marking (for high-impact protection).

The use of dark-tinted glasses in not permitted unless:

- A valid medical report is provided stating the necessity for shaded lenses.
- Approval is granted by the HSSE Department or designated Occupational Health Doctor.

Chemical splash googles and face shields must be worn during chemical handling.

- Wrap around safety glasses with antifog must be worn where there is a risk to flying particles such as dust.
- Face shields are required for tasks involving high-pressure fluids, grinding or hot work.

FREQUENCY OF ISSUE

Non-prescription glasses and face shield:

- Safety glasses will be issued annually to employees or sooner if damaged, lost or worn out.
- Face shield will be issued per job task.

Prescription safety glasses is required to be changed every two (2) years or sooner if scratched, damaged, or prescription changes.

8.7 RESPIRATORY PROTECTION

Respiratory protection must be worn when:

- Airborne contaminants exceed permissible exposure limits (PELs).
- There is an anticipated exposure to occupational diseases caused by breathing air being contaminated with harmful dusts, residue from blasting, fogs, fumes, gases, smoke, or communicable diseases.
- Engineering or administrative controls are not feasible or insufficient.
- Required by job-specific hazard assessments (e.g., chemical spills, dust).
- Required during emergency response operations involving airborne hazards.
- Working in oxygen-deficient atmospheres (oxygen levels <19.5%).

APPLICABLE STANDARDS

- NIOSH (National Institute for occupational Safety and Health).
- EN 136/ EN 140 EN 149 European standards for different type of masks.
- ISO 16975-1:2016 (International guidelines for respiratory selection, use and maintenance).
- ANSI/AIHA/ASSE Z88.2-2015 for Respiratory protective Program.

TYPES OF RESPIRATORY PROTECTION

There are two (2) types of respirators:

1. Air Purifying Respirators (APRs), which are used to remove contaminants from air, such as:
    a. Disposable mask (e.g., N95), to protect against particulates.
    b. Half/Full face respirator which uses replaceable cartridges/filters to protect against particulates, gases and vapours and other airborne infectious agents.
    c. Powered air-purifying respirators (PAPRs), a battery-powered blower to filter air (intrinsically safe options are available). For long-duration use of respiratory protection.
2. Atmosphere-Supplying Respirators, which provides clean air from a source. Such as:
    a. Supplied Air Respirator. This uses air lines to deliver breathable air for work in a specific, stationary location where air-purifying respirators are insufficient.
    b. Self-contained breathing apparatus (SCBA) are air tank worn by the user, for use in IDLH (Immediately Dangerous to Life or Health) situations.

RESPIRATORY SELECTION

The appropriate selection of respiratory protection equipment is based on a combination of hazard characteristics, workplace conditions and individual factors, such as:

- Type and concentration of contaminants.
- Oxygen level in the environment.
- Duration of exposure.
- Nature of the task.
- Regulatory requirements
- Fit test results
- Comfort and user acceptance.

Note: Only NIOSH approved respirators are permitted at Proman Energy.

Anyone who requires wearing respirator with the exception of filtering face piece (dust masks) shall be subjected to a medical evaluation as stated in Proman Energy's Respiratory Protection Program.

Personnel shall undergo a medical evaluation which includes a questionnaire and medical examination, conducted by a suitable qualified physician, as per Fitness for Work execution.

All persons required to wear a respirator shall undergo and pass an appropriate fit testing. Fit testing is required prior to initial use, whenever a different respirator face piece is used, and at least annually.

The respirators to be used on site shall be selected based on the respiratory hazard(s) to which workers are exposed, guided by the risk assessment.

All employees shall conduct user seal checks each time they wear their respirators. Employees shall use either the positive or negative pressure check based on recommendations by the manufacturer.

Personnel protective respirators shall not be worn by employees who have facial hair or any condition that interferes with the face-to-face piece seal or valve function.

The cartridge or canister selected shall be appropriate for the containment to be protected against. Cartridges for air purifying respirators must be changed according to manufacturers' recommendations as well as any of the following:

- Recommended change out schedules.
- End-of-life indicator (ESLI).
- The cartridge is damaged or soiled.
- Expiration date.
- Restriction to airflow has occurred as evidenced by the increased effort to breathe normally.

Before and after use of respirator, users shall make an inspection of tightness or connections and condition of the face piece, headbands, valves, filter holders and filters as per training received.

FREQUENCY OF ISSUE

1. Disposable respirators will be issued per use or shift (daily) and discarded after use of, if soiled or damaged.
2. Reusable respirator will be assigned to individual based on their job requirement and parts (e.g., filters, cartridges, straps) replaced as per manufacturer's recommendations, if damaged or expired.

3. SCBA/PAPRs are provided only for use by trained and medically cleared personnel. These units are designated for shared use and not individually assigned to any one worker.

CARE AND MAINTENANCE

1. Respirators shall be maintained in accordance with the manufacturer's recommendations at all times in order to ensure that they function properly and provide adequate protection to employee.
2. Respirators must be inspected before each use, for damage, dirt, cracks, worn or missing parts.
3. Respirators must be cleaned after every use (except disposables).
4. Disposables must be properly discarded after every use.
5. Use mild detergent when cleaning respirators assigned for multiple use.
6. Store in a clean, dry area away from contaminants.
7. Replace parts only with manufacturer approved components.

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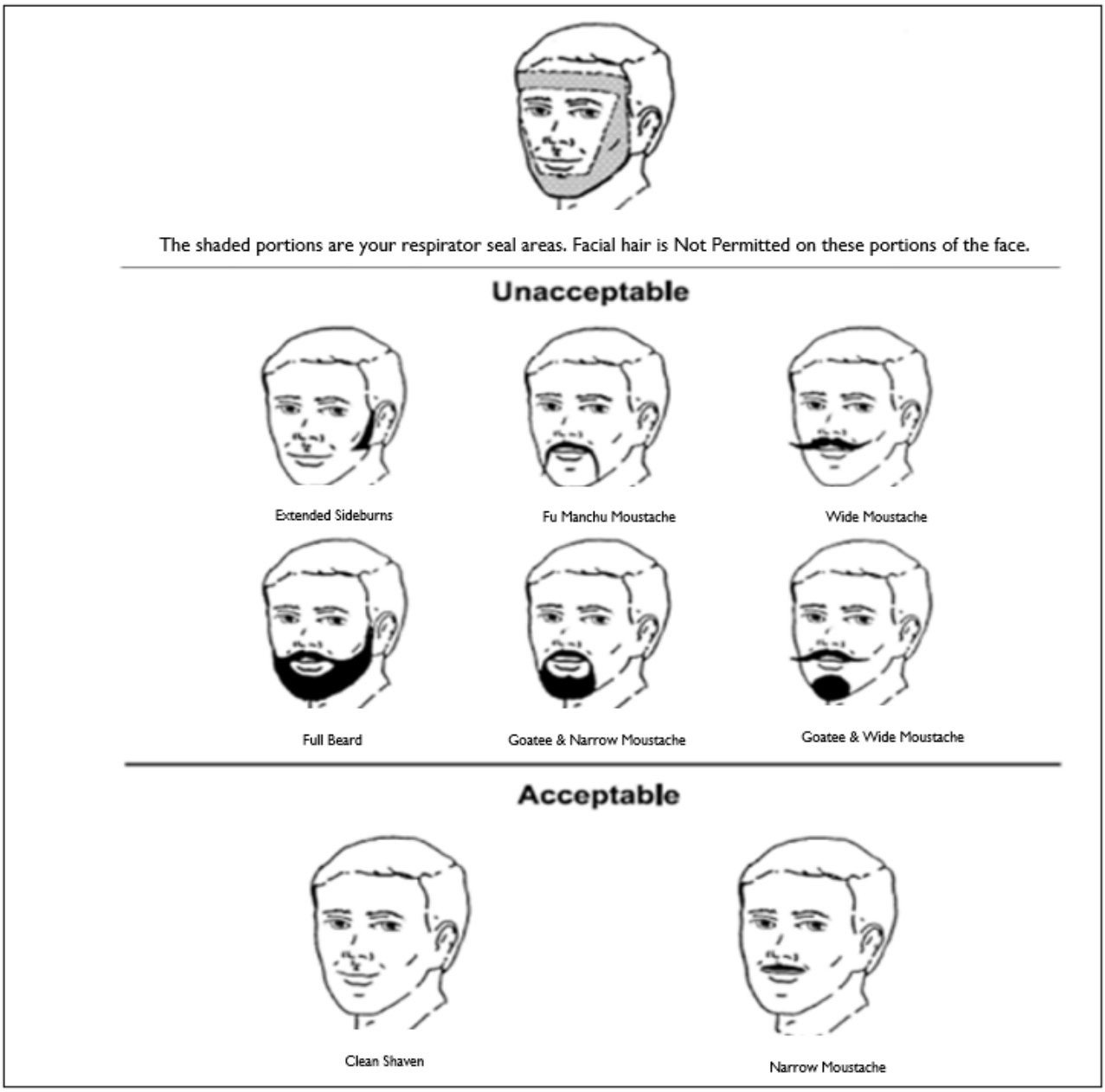

Figure 2: The unacceptable and acceptable facial hair chart specific to Respiratory Protection

8.8 FLOATATION STANDARDS

It is mandatory that all personnel working on or visiting Proman Energy's normally unmanned installations (NUIs) or operating near water, wear personal flotation devices (PFDs) that comply with International Maritime Safety Standards and Industry best practices. These devices must provide adequate buoyancy, visibility, durability, and performance in rough sea conditions.

APPLICABLE STANDARDS

- SOLAS (safety of Life at Sea) Chapter III – IMO (International Maritime Organization).
- International Maritime Organization (IMO) Resolution MSC.81 (70) – Testing standards for life-saving appliances.
- ISO 12402-2 – Life jacket performance level 275 - for offshore use with heavy PPE.
- ISO 12402-3 level 150 - for general offshore use.

USCG Type 1 PFDs are recommended and accepted for use at Proman Energy. Type 1 PFDs must be worn in the following situations:

- While boarding or disembarking vessels or platforms.
- During offshore abandonment drills and emergency exercises.
- When outside the cabin of a personnel vessel.
- When conducting offshore abandonment drills.
- When walking or working on the platform level that are not protected by handrails.
- When conducting any activity over or near open water.

All flotation devices must be checked on a regular basis and prior to use. Any found defective or in unacceptable condition must be brought to the attention of the supervisor or HSSE Department and taken out of service.

MINIMUM PERFORMANCE REQUIREMENTS

All Type 1 PFDs used at Proman Energy offshore facilities must:

- Provide a minimum buoyancy of 150N to 275N.
- Be capable of keeping the user airway above water, even unconscious.
- Include integrated whistle, light, and reflective tape.
- Be compatible with harnesses.
- Be constructed of durable material resistant to oil, UV, and abrasion.

FREQUENCY OF ISSUE

PFDs at Proman Energy are designated as shared safety equipment and are not necessarily individually assigned to personnel.

PFDs are issued:

1. To personnel assigned to work on offshore NUIs.
2. Non regularly offshore travellers (e.g., visitors, or support personnel) shall be provided with a temporary PFD for the specific duration of their offshore visit. The temporary PFD:
    a. Must be returned to the issuing party (either the vessel contractor or the HSSE department) immediately after use.
    b. Will be inspected, cleaned, and stored by the responsible party before being reissued.

MAINTENANCE

1. All flotation devices must be inspected regularly and prior to each use.
2. PFDs showing signs of damage, wear or malfunction must be immediately report to your supervisor or HSSE department and removed from service.

9. PPE REQUEST

All PPE requests, except for disposable items e.g., latex glove, N95 masks, ear plugs etc. must be submitted online via the Proman Energy PPE request app on SharePoint.

The request form must be completed accurately, including all required details, and will automatically follow the designated approval workflow.

PPE will only be issued after all approvals are obtained through this process.

For urgent or onsite requirements in stock, request can be initiated directly through the HSSE personnel. In such cases, a manual PPE request form must be completed and signed by the requestor before any equipment is issued.

10. TRAINING

1. Training in the proper selection, use, maintenance, and care of PPE is an essential component in managing the effectiveness of this PPE standard.
2. All personnel at Proman Energy shall receive training which must include information on:
    a. When PPE is necessary.
    b. Types of PPE
    c. Proper donning, use and removal of PPE.
    d. Limitations of PPE
    e. Proper care, maintenance, useful life, and disposal of PPE.
3. All visitors to Proman Energy requiring the use of PPE must, upon arrival, complete a site safety induction briefing that addresses the site standards and minimum PPE requirements discussed in the site safety induction briefing.
4. All contractors shall document and provide verification of PPE training of their employees.
5. PPE re-training for the employee and contractor workforce shall be performed when:
    a. There are changes in the workplace that make previous training obsolete.
    b. There are changes in the types of PPE to be used.
    c. There are inadequacies identified in the individual's knowledge of or use of the chosen PPE.

11. REFERENCES

- Working at Height Procedure DEL1-GEN-DEL-HS-PRD-0006
- Standing Instructions for Safety Gloves Personal Protective Equipment Requirements DE1A-GEN-DEL-HS-SWI-0001
- Standing Instructions for Flame Resistant Clothing Inclusive of Rain Wear and High Visibility Vest DE1A-GEN-DEL-HS-SWI-0002
- ANSI/ISEA Z89.1, Z87.1, Z 88.2, A10.14, Z41.1-1991 (USA Standard for Industrial PPE)
- American Society of Testing and Material (ASTM) for PPE ASTM D120-14a, ASTM F2413-05, ASTM F2413-18
- EN 397, EN 12492, EN 388, EN 374 (European Standard for Industrial PPE)
- IEC 60903 – Electrical insulating gloves
- EN ISO 20345:2011(S3 or higher) standard for Safety Footwear including a toecap, water-resistant upper, and penetration-resistant sole.
- T&T OSH Act 2004 (Amended 2006) Chapter 88:08
- National Fire Protection Association (NFPA) 2112 and 2113
- OSHA CFR Standard for Personal Protective devices - OSHA 1910.138, OSHA 3151-12R 2004, 46 CFR 160
- International Electrotechnical Commission IEC 60903:2014 Standard.
- SOLAS (safety of Life at Sea) Chapter III – IMO (International Maritime Organization)
- International Maritime Organization (IMO) Resolution MSC.81 (70) – Testing standards for life-saving appliances.
- ISO 12402-2 – Life jacket performance level 275 - for offshore use with heavy PPE.
- ISO 12402-3 level 150 - for Life Jacket General Offshore Use
- NIOSH (National Institute for occupational Safety and Health) for
- EN 136/ EN 140 EN 149 European standards for different type of masks.