



HSE ON DUTY METHODOLOGY

From Passive Compliance
to Proactive Ownership

“THE OLD WAY”



- Safety is a rule.
- Leader imposes HSE rules.
- Passive compliance.
- Top-down monitoring.



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THE HSE ON DUTY WAY



- Safety is a challenge.
- Team confronts issues together.
- Proactive guardianship.
- Distributed responsibility.

KEY INSIGHT: Shift from the passive attitude of the worker to the proactive attitude of the HSE on Duty.



STRATEGIC OBJECTIVES



Continuous Attention

Ensure every person is attentive to HSE issues at every moment—both during the designated duty period and at all times for themselves.



Individual Responsibility

Each worker is responsible not just for their own safety, but for the safety of the entire group.



Team Culture

Develop the notion of a “safe team” that operates cohesively at all times.



Proactive Attitude

Transform safety from a checklist rule into a “challenge of every moment.”

THE ROTATING ROLE: ONE TEAM, ONE LEAD

Structure: Workforce divided into functional groups (Rig, Deck, Machine, Crane).

The Rotation: One member designated as 'HSE on Duty' daily, weekly, or monthly.

Designation: Assigned by HSE Manager via rota.





DAILY VERIFICATION DUTIES

The HSE on Duty dedicates their own work time to verify the workplace.



PPE: Are they being used? Are they adequate for the specific work?



Tools: Are all tools adequate and being used correctly?



Workspace: Is the area safe? (Check for dropped object risks, slipping hazards).



Permits: Has a Permit to Work (PTW) been established?



Isolations: Are recommendations applied? (Tag out and consignment of equipment).



Signaling: Is the workspace delimited and signaled for special operations (dangerous products, lifting, welding, SimOps)?



AUTHORITY TO INTERVENE



STOP WORK AUTHORITY

“The ‘HSE on Duty’ worker does not hesitate to stop any other worker if they see a near miss, a dangerous act, or an unsafe situation.”



THE START-OF-WORK BRIEFING




Step 1: Procedures

The HSE on Duty recalls specific procedures to the team.



Step 2: Understanding

Verification that everyone understands the work scope and risks.



Step 3: Behavior

Indication of specific dangerous attitudes to avoid.

This briefing ensures the team is aligned before a single tool is lifted.

VISUAL IDENTITY

A Distinctive Sign of Authority

- To be effective, the HSE on Duty must be visible.
- Recommendation: Use a distinctive sign, such as an armband with fluorescent color.
- This signals to the team who is currently holding the “safety challenge” for the group.



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THE SUPPORT CARD

A pocket guide for constant vigilance.

HSE ON DUTY SUPPORT CARD TO WORKERS

BEFORE YOU START



1. Stop, look **AROUND**
2. Look for risks & hazards
3. Control **ALL** Hazards

DURING THE JOB



1. Stop, look for **CHANGES**
2. Look for **NEWS** hazards
3. Control **ALL** Hazards

AFTER THE JOB



1. Stop, look **AROUND**
2. Have you made **NEW** hazards?
3. Control **ALL** Hazards

Before Lock for hazards

- Wear correct PPE
- Check the isolations
- Can I slip, trip or fall?
- Find a safety shower, fire alarm
- Find an escape route
- Will my job affect others?
- Will their job affect me?

During look for change

- Weather, noise, light
- Others jobs near me
- Others jobs near me
- Is this job going as planned?

AFTER LOOK FOR LESSONS

- Is there the better way to do this job?
- Check your housekeeping !
- Report any unsafe act or incident
- Report, any technical problem

SAFETY FIRST !

- Up to you to create a card for each worker to remember the important points.
- The card acts as a prompt for the **“Traffic Light”** methodology:
 - RED** (Before)
 - AMBER** (During)
 - GREEN** (After)



RED: BEFORE YOU START



Action: Stop, Look AROUND, Look for risks & hazards, Control ALL Hazards.

- Wear correct PPE.
- Check the isolations.
- Can I slip, trip, or fall?
- Find a safety shower / fire alarm.
- Find an escape route.
- Will my job affect others? / Will their job affect me?



AMBER: DURING THE JOB



WATCH

Action: Stop, look for CHANGES. Look for NEW hazards. Control ALL Hazards.

- Monitor environmental changes: Weather, Noise, Light.
- Be aware of other jobs starting near you.
- Ask: Is this job going as planned?



GREEN: AFTER THE JOB



CLEAR

Action: Stop, look AROUND. Have you made NEW hazards? Control ALL Hazards.

- Is there a better way to do this job?
- Check your housekeeping!
- Report any unsafe act or incident.
- Report any technical problem.



REPORTING & TRACKING



- **Documentation:** Create specific forms to follow the activities of each HSE on Duty worker.
- **Feedback Loop:** Generate a specific report about the HSE situation from a team member's perspective every single day.
- **Goal:** Turn subjective safety observations into trackable data.

IMPLEMENTATION ROADMAP



1. Divide & Group
Segment workforce
by function.



2. Establish Rota
Manager creates
the schedule.



3. Equip
Distribute Cards
and Armbands.



4. Brief
Initiate daily
start-of-work
briefings.





SAFETY FIRST!

Are you using the HSE on Duty methodology
in your day-to-day activities?

Move beyond rules. Make safety a personal challenge
for every member of the team, every single moment.

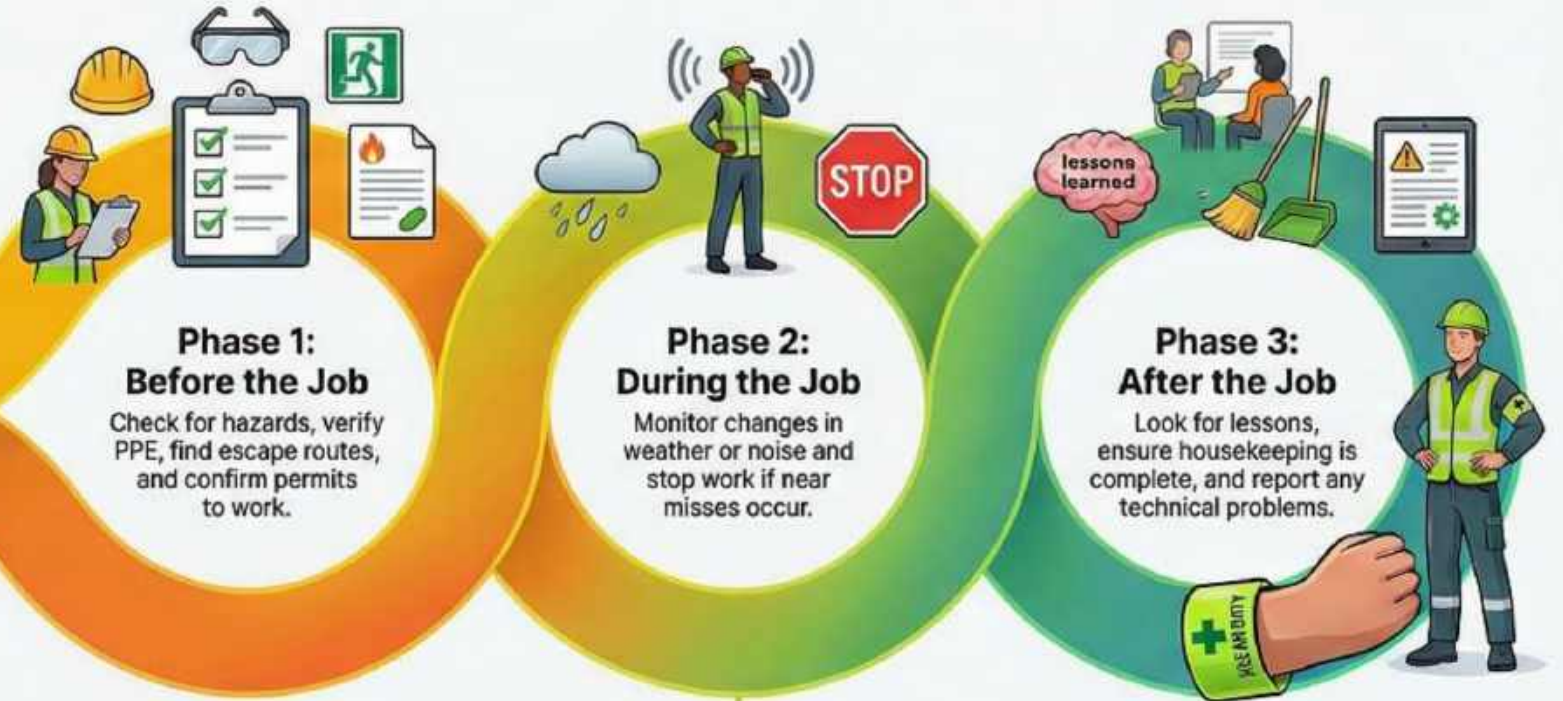


HSE on Duty: From Passive Compliance to Proactive Safety

IMPLEMENTING THE METHODOLOGY



THE SAFETY SUPPORT CYCLE



Shift to Proactive Attitude
Workers transition from passive rule-followers to active safety leaders for their peers.



Visual Armband Identification
Workers on duty wear a fluorescent armband to signal their safety responsibility.

ESSENTIAL CHECKS FOR THE WORKER "ON DUTY"



PPE & Tools
Ensure gear is adequate for the specific task and tools are used correctly.



Site Hazards
Identify risks of dropped objects, slipping, or tripping in the work area.



Compliance
Verify equipment tag-outs, consignations, and signaling for dangerous operations.



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