How to Use this Document

Click 'Enable Macros' in the yellow bar at the top of the screen if present Select the 'Form' sheet and enter your data there, one row per incident

Some columns will provide dropdowns - please fill these columns by selecting a value from the dropdown. If the tooltip indicates "Select all that apply", you may reopen the dropdown and select an additional value to append it to the column. This may be done as many times as necessary. To remove a selected value, simply delete the relevant text from the cell.

Field Reference

Column Name

Event Type Event Category Event Category Desc Event Date and Time Event Description Actual Consequences Potential Consequences Actual Consequences Desc Potential Consequences Desc **Process Safety Event PSE Tier** Other PSE Data Physical Location Water Depth Other Location Data

Is the Number of Injured Persons Known? Injury/Illness Classification Injury/Illness Classification Desc Injured Party Type Injured Party Type Desc Injured Body Part Injured Body Subpart Body Part Desc Body Subpart Desc Injury Type Injury Subtype Injury Type Desc Injury Subtype Desc Injured Body Part Position



Extent of Damage Property Damage Cost Material Overboard Material Overboard Recovered **DROPS Classification** Causal Factor Subcategory Causal Factor Category Description Causal Factor Subcategory Description Causal Factor Narrative Corrective Actions Other Investigation Data Weather Factor Wave Height Wave Height Units Current Speed Current Speed Units **Current Direction** Wind Speed Wind Speed Units Wind Direction Water Temperature Water Temperature Units Air Temperature Air Temperature Units

Other Weather Data

Other Data

Column Description

An event type is defined by whether it has consequences. Alternatively, it may be a safety observation.

General category of event.

Event category description.

Date and time that the event occurred.

Text description of what occurred.

Actual consequences category (e.g., injury, damage, etc.).

Description of actual consequences (e.g., injury, damage, etc.).

Potential consequences category (e.g., injury, damage, etc.).

Description of potential consequences (e.g., injury, damage, etc.).

Unplanned or uncontrolled loss of primary containment (LOPC) from a process, or an undesired event or condition that could have resulted in LOPC.

Level of severity as defined by IOGP 456.

Other source data fields that contain process safety event data.

Category of general geographic area where event occurred.

Description of the general geographic area where event occurred.

Category of water depth where event occurred (deepwater, shelf, or onshore).

Water depth where event occurred (ft).

Other source data fields that contain location information.

Category of asset or facility where the event occurred (e.g., production, rig, marine vessel, aviation, other).

Subcategory of asset or facility where the event occurred (e.g., production, rig, marine vessel, aviation, other).

The description of the asset or facility where the event occurred (e.g., production, rig, marine vessel, aviation, other).

The description of the asset or facility where the event occurred (e.g., production, rig, marine vessel, aviation, other).

Category of operation that was occurring at the time of the event.

Description of the operation that was occurring at the time of the event.

Other source data fields that contain asset or activity data.

Category of description of specifically where on the asset or facility that the event occurred.

Description of specifically where on the asset or facility that the event occurred.

Category of the description of activity being performed at the time of the event.

Is this activity being performed at the time of the event the primary activity, a secondary activity, or unknown?

Description of the activity being performed at the time of the event.

Whether the number of injured parties is known from the source data.

Injury or illness classification.

Description of the injury or illness classification.

Category of injured party (employee, contractor, or other).

Description of injured party type.

The specific body part affected.

The specific body subpart affected.

Description of the specific body part and subpart affected.

Description of the specific body subpart affected.

The specific type of injury.

The specific subtype of injury.

Description of the specific type of injury.

Description of the specific subtype of injury.

Description of the position of the injured party's body part or subpart at the time of the incident.

Job title of the injured party.

Job category of the injured party (supervisor or worker).

Injured party classified as a short service worker. Injured party's experience with the company in years.

The injured party's day of hitch (1 = first day of hitch, 2 = second day, etc.).

Injured party evacuated from the facility.

Other source data fields that contain injury event data.

Category of fuel that resulted in fire or explosion. Description of fuel that resulted in fire or explosion.

Category of ignition source that resulted in fire or explosion.

Description of ignition source that resulted in fire or explosion.

How long did the fire last (in minutes) before being extinguished?

Description of how long fire lasted before being extinguished.

Description of how fire was extinguished.

Hazard area classification for the area where the fire occurred.

Fire occurred in the area where temporary equipment was installed and/or in use.

Other source data fields that contain fire event data.

What was the impact of the LOPC release on the surrounding area?

Category of material released in an LOPC event. Description of the material released in an LOPC event.

Did the LOPC release occur onsite?

How much material was released in the LOPC event?

Units for reported volume released in LOPC event.

Material release secured (yes) or continuous (no). Was the material release contained (yes/no/partial)?

Description of the Loss of Primary Containment (LOPC) event.

Description of the property or equipment that was damaged.

Description of the object that was dropped.

Description that clarifies that extent of the damage.

Cost estimate of the damage incurred in dollars.

Object dropped overboard.

Object dropped overboard recovered.

Description of severity of potential consequence per industry chart that plots weight of object vs. distance dropped. DROPS stands for Dropped Objects Prevention Scheme, https://www.dropsonline.org/.

Category of causal factor attributed to this event. Subcategory of causal factor attributed to this event.

Description of causal factor category attributed to this event.

Description of causal factor subcategory attributed to this event.

Description of the causal factors.

Description of corrective actions taken.

Other source data fields that contain investigation or causation data.

Action by worker to halt all work when unsafe condition is observed.

Other source data fields that contain stop work event data.

Determination on if weather was a contributing factor to the event.

Wave height at the time the event occurred.

Wave height unit at the time the event occurred.

Current speed at the time the event occurred.

Current speed unit at the time the event occurred.

Ocean current direction at the time the event occurred.

Wind speed at the time the event occurred.

Wind speed unit at the time the event occurred.

Wind direction at the time the event occurred.

Water temperature at the time the event occurred.

Water temperature unit at the time the event occurred.

Ambient air temperature at the time the event occurred.

Ambient air temperature units at the time the event occurred.

Other source data fields that contain weather data.

Source data fields that were not otherwise mapped.

Event ID	Event Type	Event Category	Event Category Desc
Column Description	An event type is defined by whether it has consequences. Alternatively, it may be a safety observation.	General category of event.	Event category description.
EXAMPLE	with consequences	personal safety, o	dAdditional Information

Event Date and Time	Event Description	Actual Consequences	Potential Consequences
Date and time that the event occurred.	Text description of what occurred.	Actual consequences category (e.g., injury, damage, etc.).	Description of actual consequences (e.g., injury, damage, etc.).

05/18/2021 1:00PM Description of Event property damage

Actual Consequences Desc	РО
Potential consequences	De
category (e.g., injury, damage,	со
etc.).	da

otential Consequences Desc escription of potential onsequences (e.g., injury, amage, etc.).

Process Safety Event

Unplanned or uncontrolled loss of primary containment (LOPC) from a process, or an undesired event or condition that could have resulted in LOPC.

Additional Info

PSE Tier	Other PSE Data	Location Information	Location Information Desc
Level of			Description of the general
severity as	fields that contain	geographic area where	geographic area where event
	process safety event	event occurred.	occurred.
IOGP 456.	data.		

tier 1 gulf of mexico

Physical Location	Water Depth	Other Location Data	Asset Type
Category of water depth where event occurred (deepwater, shelf, or onshore).	where event	Other source data fields that contain location information.	Category of asset or facility where the event occurred (e.g., production, rig, marine vessel, aviation, other).
offshore shelf (<1000 ft.)	500)	production

Asset Subtype	Asset Type Desc
Subcategory of asset or facility where the event occurred (e.g., production, rig, marine vessel, aviation, other).	The description of the asset or facility where the event occurred (e.g., production, rig, marine vessel, aviation, other).
floating production storage and offloading vessel	Additional Info

Asset Subtype Desc	Operation Type	Operation Type Desc
The description of the asset or facility where the event occurred (e.g., production, rig, marine vessel, aviation, other).	Category of operation that was occurring at the time of the event.	Description of the operation that was occurring at the time of the event.
Additional Info	production	

Other Asset and Activity Information	Location on Asset	Location on Asset Desc
Other source data fields that contain asset or activity data.	Category of description of specifically where on the asset or facility that the event occurred.	Description of specifically where on the asset or facility that the event occurred.

tanks/vessels area

Activity	Activity Category	Activity Desc
Category of the description of activity being performed at the time of the event.	Is this activity being performed at the time of the event the primary activity, a secondary activity, or unknown?	Description of the activity being performed at the time of the event.
confined space entry	primary	

Is the Number of Injured Persons Known? Whether the number of injured parties is	Injury/Illness Classification Injury or illness classification.
known from the source data.	injuly of infices classification.
no	first_aid

Injury/Illness Classification Desc	Injured Party Type	Injured Party Type Desc	Injured Body Part
Description of the injury or illness classification.	Category of injured party (employee, contractor, or other).	Description of injured party type.	The specific body part affected.
employee			upper extremities

Injured Body Subpart	Body Part Desc	Body Subpart Desc	Injury Type	Injury Subtype
The specific body subpart affected.	Description of the specific body part and subpart affected.	Description of the specific body subpart affected.	The specific type of injury.	The specific subtype of injury.
arm- elbow			burn	thermal burn

Injury Type Desc	Injury Subtype Desc	Injured Body Part Position	Injured Job Title
•	Description of the specific subtype of injury.	Description of the position of the injured party's body part or subpart at the time of the incident.	

Injured Job Category	Injured Short Service Employee	Injured Years of Experience
Job category of the injured party (supervisor or worker).	Injured party classified as a short service worker.	Injured party's experience with the company in years.

worker

no

Injured Day of Hitch	Injured Evacuated	Other Injury Data	Fire Fuel Type Category
The injured party's day of hitch (1 = first day of hitch, 2 = second day, etc.).	Injured party evacuated from the facility.		Category of fuel that resulted in fire or explosion.
	no		hydrocarbon gas

Fuel Type Category Desc	Source of Ignition Category	Source of Ignition Desc	Duration of Fire
Description of fuel that resulted in fire or explosion.	Category of ignition source that resulted in fire or explosion.	Description of ignition source that resulted in fire or explosion.	How long did the fire last (in minutes) before being extinguished?
	thermal		

Duration of Fire Desc Fire Method of Extinguishment

Description of how long Description of how fire was fire lasted before being extinguished. extinguished.

Hazard Area Classification

Hazard area classification for the area where the fire occurred.

Fire Temporary Equipment	Other Fire Data	LOPC Release To	LOPC Material Released
Fire occurred in the area where temporary equipment was installed and/or in use.	Other source data fields that contain fire event data.	What was the impact of the LOPC release on the surrounding area?	Category of material released in an LOPC event.
		water	hydrocarbon gas

Material Released Desc	LOPC Containment Area	LOPC Volume	LOPC Volume Units	LOPC Secured
Description of the materia released in an LOPC event.	l Did the LOPC release occur . onsite?		Units for reported volume released in LOPC event.	Material release secured (yes) or continuous (no).
	inside 500m zone	100) Gallons	yes

LOPC Contained	LOPC Description	Property Damage Description	Dropped Object Description
Was the material release contained (yes/no/partial)?	•	Description of the property or equipment that was damaged.	Description of the object that was dropped.
yes			Describe the dropped object

Extent of Damage	Property Damage Cost	Material Overboard	Material Overboard Recovered
Description that clarifies that extent of the damage.	Cost estimate of the damage incurred in dollars.	Object dropped overboard.	Object dropped overboard recovered.
		yes	yes

DROPS Classification
Description of severity
of potential
consequence per
industry chart that
plots weight of object
vs. distance dropped.
DROPS stands for

Causal Factor Category
Category of causal factor
Subcategory
Category of causal factor
attributed to this event.

Subcategory of causal factor
attributed to this event.

physical facility, equip. an process/equip. reliability

Causal Factor Category Description	Causal Factor Subcategory Description	Causal Factor Narrative
Description of causal factor category attributed to this event.	Description of causal factor subcategory attributed to this event.	Description of the causal factors.

Corrective Actions	Other Investigation Data	Stop Work?	Other Stop Work Data	Weather Factor
Description of corrective actions taken.	Other source data fields that contain investigation or causation data.	Action by worker to halt all work when unsafe condition is observed.		

Wave Height	Wave Height Units	Current Speed	Current Speed Units	Current Direction
	Wave height unit at the time the event occurred.	•		Ocean current direction at the time the event occurred.

Wind Speed	Wind Speed Units	Wind Direction	Water Temperature	Water Temperature Units
Wind speed at	Wind speed unit at	Wind direction at	Water temperature at	Water temperature unit at
the time the	the time the event	the time the	the time the event	the time the event occurred.
event occurred.	occurred.	event occurred.	occurred.	

Air Temperature	Air Temperature Units	Other Weather Data	Other Data
		fields that contain weather data.	Source data fields that were not otherwise mapped.

ev_type
with consequences
without consequences
unsafe action or observation

ev_cat personal safety dropped object material overboard well control fire explosion process safety LOPC vessel collision equipment collision station keeping muster hydrogen sulfide not work-related environmental other

cons_act cons_pot pse injury or il injury or il yes environmeenvironmeno property property damage other other pse_tier loc_reg
tier 1 gulf of mex
tier 2 offshore pa
tier 3 offshore al
tier 4 elsewhere

loc_phys offshore deepwater (>=1000 ft.) offshore shelf (<1000 ft.) onshore

asset_type asset_subtop_type production fixed platf production rig floating pr drilling marine vessetension legworkover aviation spar completion

shorebase subsea infrwell operations- unspecified

other productiorcommissioning unspecified pipeline decommissioning

> productionhelicopter productior motor vessel platform riseismic rig semi-s pipeline jackup construction

drillship other

barge

intervention vessel

rig- other

rig-unspecified

seismic

offshore support/supply/service vessel

construction/installation vessel

flotel crew boat frac boat dive vessel

marine vessel- other

marine vessel- unspecified

helicopter aviation other aviation unspecified

shorebase other unspecified activity

confined space entry

diving

domestic activities

emergency response- drill emergency response- actual energy isolation (LOTO)

helicopter flight

helicopter landing or take-off

hot work

lifting-unspecified

maintenance, inspection, and testing

marine vessel- in transit

marine vessel- station keeping material handling- manual

material transfer or displacement

non-manual lifting

normal/routine activities remotely operated vehicle simultaneous operations

startup or shutdown operations

working at heights

other

activity_cat loc_asset num_inj_parties_known

primary moonpool,yes unknown tanks/vessno

secondary production processing area

mud/cement equipment area well control equipment area engine/generator room/MCC

bridge / control room

life boat/fast rescue craft (FRC) area temporary scaffolding/work platforms

crane area

welding / hot work area

+10 deck helideck

rig floor/derrick deck- other

shorebase facilities accommodations

other

inj_class fatality lost work/days away from work restricted work/job transfer medical_treatment first_aid non_treatment inj_party_type employee contractor other

head neck trunk upper extremities lower extremities body systems other

inj_body_part

inj_body_subpart cranial region ear face- eye

face- nose face- jaw face- mouth face- other face- unspecified

head- other head- unspecified neck- other

neck-unspecified

chest
back
abdomen
pelvic region
trunk- other
trunk- unspecified

shoulder
arm- upper
arm- elbow
arm- forearm
arm- other

arm- unspecified

wrist hand finger

upper extremities- o upper extremities- u

leg- thigh leg- knee leg- lower leg- other

leg-unspecified

ankle knee foot toe

lower extremities- or lower extremities- un body systems- other body systems- unspe

other

inj_type	inj_subtype
fracture	fracture
dislocation	dislocation- other
sprain, strain, or tear	dislocation- unspecified
open wound	tear
surface wound	sprain
ourn	strain
ntracranial injury	sprain/strain unspecified
effects of environmental conditions	hernia
crushing injury	whiplash
Ilness	sprain, strain, or tear- other
other	sprain, strain, or tear- unspecified
	amputation
	laceration
	puncture wound
	open wound- other
	open wound- unspecified
	abrasion
	blister
	contusion
	surface wound- other
	surface wound- unspecified
	chemical burn
	thermal burn
	electrical burn
	burn- other
	burn- unspecified
	intracranial hemorrhage
her	concussion
nspecified	intracranial- other
	intracranial- unspecified
	frostbite
	hypothermia
	heat illness
	pressure related effects
	effects of environmental conditions- other
	effects of environmental conditions- unspecified
	crushing injury
	illness- other
her	illness- unspecified
specified	other
cified	

fire_fuel_cat
hydrocarbon liquid- crude oil
hydrocarbon liquid- lubricating oil
hydrocarbon liquid- diesel
hydrocarbon liquid- other
hydrocarbon gas
hydrocarbon- unspecified
chemical liquid
chemical solid
chemical- unspecified
wood
metal
building material
other

fire_ign_cat lopc_material_cat mechanical hydrocarbon liquid- crude oil electrical hydrocarbon liquid- lubricating oil thermal hydrocarbon liquid- diesel chemical hydrocarbon liquid- other other hydrocarbon gas hydrocarbon-unspecified chemical liquid chemical gas chemical solid chemical-unspecified produced water waste water other

lopc_release_to
air
water
land
contained on facilit

lopc_cont_area inside 500m zone outside 500m zone

ty

cf_cat	cf_subcat	weather_fctr
physical fa	process/equip. design or layout	yes
administra	aprocess/equip. material spec., fabr., constr.	no
people	process/equip. reliability	not relevant
other	instrument, analyzer and controls reliability	
	physical facility, equip. and process- other	
	risk assessment and management	
	operating proc. or safe work practices	
management of change work direction of management		
	emergency response	
administrative processes- other personnel skills or knowledge quality of task planning and preparation		
	individual or group decision-making	
	quality of task execution	
	quality of hazard mitigation	
	communication	
human factors		
	human performance	
	leadership	
	other	

 $current_diwind_dir \ inj_job_catinj_evacualopc_contastop_workinj_sse \ lopc_securmat_overboard$

East East supervisor yes yes yes yes yes yes East-NorthEast-Northworker no no no no no

North-EastNorth-East partial

North-North-North-East

North North

North-Nor North-North-West

North-WesNorth-West

West-Nort West-North-West

West West

West-Sout West-South-West

South-WesSouth-West

South-Sou South-South-West

South South

South-South-South-East

South-EastSouth-East

East-SouthEast-South-East

mat_overboard_recovered yes no