Competentia
Providing skills

HEALTH, SAFETY, SECURITY & ENVIRONMENTAL (HSS&E) POLICY STATEMENT

About Competentia

Competentia's core business is the provision of teams of, or individual, highly qualified and experienced management and technical personnel ("contractors") to leading international energy companies to augment their in-house capabilities. In addition Competentia also undertake staff recruitment assignments.

Competentia operates globally from offices in Norway, England, Australia, South Korea and Japan with plans to open offices in several other locations in the near future. Each office is manned by experienced management and administrative personnel ("staff") familiar with the requirements of our clients and our business.

Competentia's HSS&E commitment

Competentia is committed to achieving zero accidents and/or incidents; i.e. no action on the part of Competentia, its contractors and its staff shall cause harm to persons, damage to property or shall have an adverse effect on the environment.

HSS&E Operations and Responsibilities

It is Competentia's policy to provide safe and secure working conditions and practices for all contractors and staff throughout its operations.

Competentia's contractors normally work under clients' prevailing HSS&E policies and procedures at the clients' worksites. However, Competentia retains the responsibility for their health and general well-being.

Competentia continuously ensure that risks and hazards arising from its operations are identified and that all possible steps are taken to reduce those risks to an acceptable level in compliance with prevailing laws and regulations. Competentia is also dedicated to achieving continuous health and safety improvements working in close cooperation with clients, staff, contractors and external authorities.

The Management Team

The Chairman has overall responsibility for Health and Safety. Managing Directors for subsidiary companies report directly to the Chairman in respect of Health and Safety.

Safety, Security & Occupational Health:

- **Hazards:** Hazard identification and control will be attained by the use of safety analysis, safe working practices, procedures and relevant training;
- **Accident and Incident Reporting:** Accidents, incidents, near misses and safety hazards must be reported by contractors and staff to their supervisor. Supervisors in liaison with Health and Safety personnel will ensure that all matters reported are investigated and appropriate measures taken to identify the cause and prevent re-occurrence;
- **Drugs/Alcohol/Weapons/Smoking:** It is prohibited to be under the influence of drugs or alcohol or carrying weapons whilst under Competentia's care and control. Smoking is only permitted in areas identified as smoking areas;
- **Personnel Protective Equipment :** All contractors and staff will receive personnel protective equipment as appropriate and be trained in its current use;
- **Safety Meetings:** Safety meetings are undertaken on a regular basis at all levels. All contractors and staff are actively encouraged to provide suggestions for improvements in safe working practices;
- **Medical Advice and Support:** Medical services are provided to give advice, guidance, treatment and monitoring of staff and contractors' medical condition.