

Canadian Association of Oilwell Drilling Contractors  
800, 540 - 5 Avenue SW  
Calgary, Alberta T2P 0M2  
Telephone (403) 264-4311  
Facsimile (403) 263-3796

## MEMORANDUM

Date: January 11, 2012  
TO: Drilling Rig Registered Representatives  
Health, Safety & Environment (HS&E) Committee  
FROM: Kelli Whitehead, Manager Safety and Training Services  
SUBJECT: **32<sup>nd</sup> Annual CAODC Land-Based Drilling Rig Safety Awards (for 2011)**

---

As a celebration of our industry's dedication to safety, the CAODC has been hosting the CAODC Land-Based Drilling Safety Awards for the past 32 years. These awards are a unique opportunity for individual righands to be recognized by their peers for their safety achievements.

Support for this event is vital as it gives us the opportunity to stand united in front of industry, government, and the public. By continuing to showcase these safety achievements we are able to further promote a safe drilling business, while at the same time give back to those dedicated individuals in the field who are keeping our industry safe.

The 32<sup>nd</sup> Annual CAODC Land-Based Drilling Rig Safety Awards will be taking place Saturday, April 14, 2012 at the Delta Edmonton South Hotel and Conference Centre; ticket request forms and hotel room reservation information will be sent in a separate memo titled *Ticket Request & Reserved Tickets*.

Enclosed are the application forms for Rig Manager and Driller Scroll Awards, Rig Plaque Awards and the CAODC Safety Excellence Award; these awards recognize safe performance for the period of January 1, 2011 to December 31, 2011.

It is the responsibility of each company to ensure their submissions are complete, accurate and returned to the CAODC office no later than **Wednesday, February 29, 2012**; submissions received late **will not** be accepted under any circumstances. Please submit your applications electronically to [awards@caodc.ca](mailto:awards@caodc.ca).

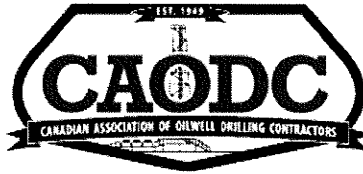
For information on award criteria, refer to the attached Explanatory Notes Part A and Part B.

Regards,

Kelli Whitehead  
Manager, Safety and Training Services

Encl.

KEW/jlk - 421.0



## 2012 CAODC Safety Excellence Award Form

I would like to nominate the following individual or rig for the 2012 CAODC Safety Excellence Award. I understand and have read the *CAODC Part A Explanatory Notes*. The nominee(s) below meet or exceed the requirements as set out in the CAODC official rules.

Please check only one:

**Individual Award**

Please name the individual to be recognized. The name of the individual and position will be engraved on a plaque that will be distributed to the individual at the banquet. Correct spelling is mandatory. Any reprints will be at the cost of the contractor.

Name: \_\_\_\_\_

Position: \_\_\_\_\_

**Rig Award**

Please list the members' names of the rig crew to recognize. The individual names and their positions will be engraved on a plaque that will be distributed to the rig crew at the banquet.

\_\_\_\_\_ Rig Name

\_\_\_\_\_ Rig Manager

\_\_\_\_\_ Driller

\_\_\_\_\_ Driller

\_\_\_\_\_ Driller

If you would like additional names engraved on the plaque, please indicate using a separate sheet.

Company Name: \_\_\_\_\_

CAODC Representative: \_\_\_\_\_

Signature: \_\_\_\_\_



## PART A - EXPLANATORY NOTES

### CAODC SAFETY EXCELLENCE AWARD FOR 2011

A. CAODC Safety Excellence Award

B. CAODC HSE Award of Merit

Note: It is the responsibility of each company to ensure their submissions for the CAODC Safety Excellence Award are complete and accurate and received no later than **Wednesday, February 29, 2012**. Any submissions received later than this date will not be accepted under any circumstances.

#### A.1 CAODC Safety Excellence Award

Each company will select one individual **or** one rig to be recognized at the awards. The nominating company must have a representative present at the awards banquet. The recipient(s) should reflect these qualities:

- a. The individual or rig should have demonstrated outstanding safety leadership and consciously extends this leadership to sub-contractors, service companies, and suppliers who may be present on the worksite.
- b. The actions of an individual or rig should be conducted in a professional manner.
- c. The individual or rig understands that as an employee he/she is the face of the oil and gas industry when in public and undertakes this responsibility through his/her actions and attitude.
- d. The individual or rig goes beyond the prevention of immediate injuries and focuses on the longer term health and well-being of workers.
- e. In the case of an individual, he/she should not have any recordable incidents personally or among those that he/she directly supervised in the year 2011, or in the case of a rig, the rig should not have any recordable incidents in the year 2011.

## **A.2 Recordable Incidents**

All incidents occurring between January 1, 2011 and December 31, 2011 — even if compensable in the following year — that meet the following descriptions shall be counted.

- a. Any work related incident or illness as defined by any of the classifications that appear on the CAODC Injury Analysis Definitions (attached);
- b. Any incident or illness that renders an employee unable to work in any capacity on his/her next regularly scheduled workday;
- c. Vehicle incidents accepted by the WCB will be counted as recordable incidents against the company and not the rig. However, if the individual was involved in the vehicle incident it does count against him/her for purposes of this award;
- d. Each case of hernia or carpal tunnel syndrome accepted by the WCB as having resulted from an incident and requiring immediate or future surgical operation will **not** be counted as a recordable incident against the rig or individual for the purpose of this award;
- e. Fatalities are recorded as one recordable incident. Any rig suffering a fatality in 2011 will not be eligible for a CAODC Safety Excellence Award.

## **B.1 CAODC Health, Safety & Environment (HSE) Award of Merit**

The CAODC HSE Award of Merit recognizes any individual who intervened in a manner above and beyond the call of duty to assist, protect, or save the life of one or more employees of a CAODC member company. No specific parameters have been established to qualify an individual for this award however; the circumstances should demonstrate dramatic intervention.

The CAODC Health, Safety & Environment Awards Subcommittee will evaluate all cases on an individual basis. Any company that feels an individual within its organization merits consideration for such an award is requested to submit a brief overview (maximum one page) of the incident to CAODC.

/421.0









## PART B - EXPLANATORY NOTES

### RIG MANAGER AND DRILLER SCROLL AWARDS AND RIG PLAQUE AWARDS FOR 2011

1. It is the responsibility of each company to ensure their submissions are complete and accurate and received no later than **Wednesday, February 29, 2012**. Any submissions received later than this date will not be accepted under any circumstances.

2. **Rig Manager Scrolls** are awarded to Rig Managers who have accumulated a minimum of 200 consecutive operating days without a recordable incident to themselves or any crew member under their supervision.

A working day for a Rig Manager is a calendar day with a crew (one or more persons) being supervised.

3. **Driller Scrolls** are awarded to Drillers who have accumulated a minimum of 200 consecutive operating days without a recordable incident to themselves or any crew member under their supervision.

A working day for a Driller is 8 hours with a crew (one or more persons) being supervised. A 12-hour shift is equivalent to 1.5 days.

4. **Rig Manager and Driller Scroll awards will be prepared with the spelling that is submitted. Any scrolls that need to be reprinted will be charged to the contractor at a cost of \$30.00 per scroll, plus GST. Errors made by the CAODC staff will be provided at no cost. All reprints must be submitted between April 16, 2012 and June 30, 2012.**

5. Driller and Rig Manager recordable-free days are accumulated separately, i.e., Drillers do not add their recordable-free days to their Rig Manager record if they become a Rig Manager.

- a. If a Driller moves to the position of Rig Manager, he does not lose his Driller days and may use them, if he again becomes a Driller;
- b. If an employee has transferred to a new employer, the incident-free record that had previously been obtained may be transferred. *The present employer must obtain a letter from the previous employer, specifically detailing the name of the award applicant, the incident-free period, as well as the unrecognized*

*recordable-free days worked.* This letter must satisfy the new employer's understanding of the employee's previous work experience or the transfer may be disallowed. A copy of the letter must be submitted to the CAODC with the award application form;

- c. Rig Manager and Driller unrecognized recordable-free days are lost after **four** calendar years of not working as a Rig Manager or Driller for a CAODC drilling contractor.
6. Rig Plaque Awards are awarded to CAODC registered rigs, which have accumulated a minimum of 200 consecutive operating days without a recordable incident to any member of its crews. For a drilling rig, a working day is a calendar day with a crew working.

For the purposes of this award:

- a. A "crew" is defined as a Rig Manager and/or Driller supervising at least one other employee in the operation of a drilling rig, i.e. moving, drilling, or repairing at a field location;
  - b. A watchman at a rig site does not qualify the rig for a recordable-free day;
  - c. If a rig is under repair at a shop facility, it is not operating and does not earn recordable free days;
  - d. If a rig is de-listed with CAODC, all unrecognized recordable-free days earned by the rig are lost one calendar year after the date of de-listing;
  - e. If a rig changes ownership, the CAODC recordable-free record it had obtained will be transferred to the new owner, providing the new owner obtains a letter of verification from the previous owner. The letter must specifically detail the rig number, the current incident-free period, as well as the unrecognized recordable-free days worked. This letter must satisfy the new owner's understanding of the rig's previous record or the transfer may be disallowed. A copy of the letter must be submitted to the CAODC with the award application form. This applies to the Rig Plaque awards only.
7. Awards are earned for every successive 200-day continuous recordable-free period. If a recordable incident occurs, the incident-free record is broken and a new record will begin the day after the incident. Any 200-day awards earned prior to the recordable incident will be issued at the awards function.
- a. Recordable-free days accumulated on rigs that are not listed with CAODC are not eligible for CAODC Safety Awards for Rig Managers, Drillers, or Rigs;

- b. Recordable-free days accumulated by Rig Managers, Drillers, or rigs while on foreign contracts are not eligible for CAODC Safety Awards.
  
- 8. In cases of vehicle incidents accepted by the WCB, the loss of recordable-free days for the Rig Manager, Driller and Rig will be reviewed individually by the CAODC Health, Safety & Environment Safety Award Subcommittee. This applies to the Rig Manager, Driller, and rig awards only.
  
- 9. In cases of recordable incidents for hernia or carpal tunnel syndrome, Rig Managers, Drillers, and Rigs will not be charged with a recordable incident and their safety records will remain intact.

/421.0



## ADDENDUM

### 32<sup>nd</sup> Annual CAODC Land-Based Drilling Rig Safety Awards Checklist

Please ensure the following submissions are included with your application before **Wednesday, February 29, 2012**:

1. CAODC Safety Excellence Award Form

- Complete *CAODC Safety Excellence Award Form*;
- Rules are outlined in the Explanatory Notes;
- Form must be signed off by the registered CAODC representative.

2. Rig Manager and Driller Scroll Awards and Rig Plaque Award Forms (200 Recordable Free Period)

- Complete in full (one for each Rig Manager, Driller and rig);
- Rules are outlined in PART B of the Explanatory Notes;
- Form(s) must be signed off by the registered CAODC representative.

**Rig Managers**

**Drillers**

**Rigs**

3. CAODC HSE Award of Merit

- See Part A of the Explanatory Notes for more information;
- Application must be signed off by the registered CAODC representative or senior management.

Please submit completed application packages electronically to [awards@caodc.ca](mailto:awards@caodc.ca)