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TITLE	RESOURCE PLAY HIGH RISK TASK PROCEDURE					
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REV	ISSUE PURPOSE	REVISION DESCRIPTION	REVIEW DATE	DOCUMENT OWNER	
				APPROVAL	DATE
001	A	Approved for use		M. Lattibeaudiere	20-Jun-24

<p>Issue Purpose: R - Issued for review / comment A - Approved for use V - Void (Cancelled) S - Superseded</p>	<p>Discipline Codes: Refer to Master Discipline Code Key located on the ROMS Interface Tool (Element 13)</p>	<p>Note: Administrative and content changes do not reset the Review Cycle Start Date.</p>
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High Risk Task Procedure

TABLE OF CONTENTS

1.0	SCOPE AND APPLICATION	1
1.1	Scope.....	1
1.2	Application.....	1
2.0	ROLES AND RESPONSIBILITIES	1
3.0	PROCEDURE	2
3.1	High Risk Task.....	2
3.2	Lone Worker Accountability During High Risk Tasks	4
4.0	RECORDKEEPING	4
5.0	TRAINING	4
6.0	DEFINITIONS	4
7.0	REFERENCES	5
	TOOL – HOT OILING JSA	5
	TOOL – TANK AND VESSEL CLEANING JSA	5
	RESOURCE – HOT OILING TRUCK HIGH RISK TASK CHECKLIKST	5
	APPENDIX A – CHANGE REGISTER	6

1.0 SCOPE AND APPLICATION

1.1 Scope

This Resource Play High Risk Task Procedure sets out the minimum requirements which employees and contractors performing High Risk Tasks must adhere to in order to minimize the risk of serious incident or injury while performing work for Marathon Oil. This procedure is not a standalone procedure and must be utilized in connection with other ROMS documents where applicable.

1.2 Application

This procedure applies to the Resource Play Business Unit’s (BU) owned and operated facilities (hereinafter collectively referred to as “Marathon”).

2.0 ROLES AND RESPONSIBILITIES

Role	Responsibility
Vice President (VP)	<ul style="list-style-type: none"> Reinforce strict adherence to this procedure Provide resources for application of this procedure

Role	Responsibility
ROMS Element 6 – Technical Advisor – Company Level	<ul style="list-style-type: none"> • Ensure the development, implementation and maintenance of Organizational Level systems meet the requirements defined within the relevant Company ROMS Standard(s) • Ensure training is provided on the specifics of this Organizational Procedure • Technical resource for the ROMS Element Owner for Element Reviews, Dispensation, Change Requests, and Audit Protocols
Business Unit Leadership	<ul style="list-style-type: none"> • Ensure the development, implementation and maintenance of BU level systems meet the requirements defined within this procedure.
Business Unit Element 6 Element Owner	<ul style="list-style-type: none"> • Supports Company Level Element Owner and recommends improvements • Ensures the respective Element BU documents comply with the requirements in the document hierarchy
Business Unit Element 6 Technical Advisor	<ul style="list-style-type: none"> • Provide technical guidance on this procedure • Support the BU with regards to implementation of this procedure

3.0 PROCEDURE

Step	Responsible	Action
3.1 HIGH RISK TASK		
3.1.1	Ops/H&S Director	Ensure individuals who perform High Risk Task are prepared and supported to successfully complete these activities. This includes ensuring that adequate controls are developed and that workers possess knowledge of these controls in order to appropriately mitigate the specific risk associated with the task.
3.1.2	Task Supervisor / Safety Professional	Recommend tasks to be added/removed from the High Risk Task List (Table 1)
3.1.3	Ops/H&S Directors	Review and approve tasks recommended by field supervision for inclusion into the High Risk Task (Table 1)
3.1.4	Ops/ H&S Directors	Task appropriate Subject Matter Experts ensure the controls and training are implemented for each High Risk Task identified
3.1.5	Superintendent	Ensure that all Marathon Employees performing High Risk Task identified within Table 1 possess the following:

RP-ROMS High Risk Task Procedure	Document No.: RP-PR-ROMS-EL06-SAF-0028	Revision No.: 001	Approval Date: 20-Jun-24
			Page 3 of 6

		<ul style="list-style-type: none"> • Specific training, certifications or qualifications required for the task • Access to and possess a working knowledge of the applicable tools and procedures associated with the activity • Completes a JSA for each High Risk Task performed when no procedure or tool is available specifically for the task <p>Short Service Marathon Employees only perform High Risk Tasks when under the direct supervision of a mentor</p>
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3.1.6	Superintendent	<p>Ensure that a Management Safety Leadership Engagement (MSLE) is performed with each contract company that is expected to perform High Risk Tasks identified within Table 1 at least annually. The MSLE must verify the following:</p> <ul style="list-style-type: none"> • Marathon expectations regarding the task are clearly communicated • The contractor has access to the necessary equipment and resources to perform the work safely • The contract company ensures that workers possess specific training, certifications or qualifications required for the task <p>Short Service Employees only perform High Risk Tasks when under the direct supervision of a mentor</p>
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Table 1 High Risk Task List

Task	Control					Control Location
	Procedure	Tool	Training	Qualification	Verification	
Hydrate Management	X		X			ROMS E8
Hot Oiling		JSA			X	ROMS E6
Pigging	X				X	ROMS E8
Tank and Vessel Cleaning		JSA			X	ROMS E6
Pumping Unit Maintenance			X		X	ROMS E6
Compressor Start-up and Maintenance	X					ROMS E8

RP-ROMS High Risk Task Procedure	Document No.: RP-PR-ROMS-EL06-SAF-0028	Revision No.: 001	Approval Date: 20-Jun-24
			Page 4 of 6

3.2 LONE WORKER ACCOUNTABILITY DURING HIGH RISK TASKS

3.2.1	Task Supervisor	<p>Ensure that Marathon Employees who perform High Risk Tasks while working alone are accounted for by at least two of the following methods to ensure successful completion of the task:</p> <ul style="list-style-type: none"> • Use of a Blackline monitor with latch pull capabilities • Click timers activated to prompt an Operation Control Center (OCC) check-in after agreed upon completion time of the task expires • Manually check in/out with task supervisor or OCC upon start/completion of the task <p>Note: Short Service Employees do not perform High Risk Tasks while working alone</p>
3.2.2	Task Supervisor/OCC	<p>Perform a wellbeing check in the event that an employee fails to acknowledge completion of any High Risk task within the designated timeframes</p> <p>Note: The BU OCC manages Blackline monitor latch pull alarms.</p>

4.0 RECORDKEEPING

Record	Location	Office of Record (Custodian)
Intentionally left blank	Intentionally left blank	BU

5.0 TRAINING

Step	Responsible	Action
5.1	BU HES / Supervisors	Ensure individuals complete training as identified on the associated Training Plan and in accordance with the Company ROMS Training Matrix.

6.0 DEFINITIONS

Term	Definition
High Risk Task	<p>Is a specific task which Marathon leadership has deemed as having a higher potential to cause serious injury or death if individuals performing the task do not possess adequate procedures, training or equipment in order to safely manage the risk involved.</p> <p>Note: High Risk Task are different than High Risk Activities described within the Job Safety Analysis and Pre-Job Safety Meeting Procedure.</p>

Term	Definition
Short Service Employees (SSEs)	Are personnel in Safety Sensitive roles who have less than 6 months of industry experience.

7.0 REFERENCES

None.

TOOL – HOT OILING JSA

TOOL – TANK AND VESSEL CLEANING JSA

RESOURCE – HOT OILING TRUCK HIGH RISK TASK CHECKLIKST

Available via ROMS Interface Tools

APPENDIX A – CHANGE REGISTER

Summary of Changes:

Section #

Description of Change

Date of Change: 20-Jun-24

New RP procedure