

Event Reporting & Management

Field Reference Tool

Report all events immediately to the Marathon Site Supervisor or HES Department

At Marathon Oil events (incidents and near misses) include but are not limited to:

- Injuries (*sprains, strains, cuts, punctures, exposure to chemicals, foreign object in eyes, contusions, fractures etc.*)
- Illnesses (*heat or cold related, occupational exposures*)
- Fires or explosions
- Violation of Life Critical Expectations
- Spills or releases (*on or off-location*)
- Reliability events
- Security events (*theft, suspicious activity, etc.*)
- Property damage
- Regulatory compliance events (agency inspections which result in an action or enforcement, Agency Reportable Environmental Incidents)
- Well control events
- Occupational exposures (*including personal, handheld or fixed alarms*)
- Process safety events

How to Report an Event



Your Supervisor



The Person in Charge (PIC)



The Health, Safety, and Environmental Department (HES)



Synergi



Observation cards (injuries must be reported immediately)

Injuries and Illnesses Reporting

1. If life threatening, call 911 or local emergency services.
2. Report **ALL** injuries to your immediate Supervisor or the Marathon Person in Charge (PIC) **immediately**.
3. Contact XtremeMD's case management services for all injuries and illnesses regardless of severity at **1-800-600-9015**.
4. XtremeMD Field Clinics are located in Kenedy, TX, Carlsbad, NM, Dickinson, ND and offer prompt care to all Marathon employees and contractors.



Personal, Handheld, or Fixed Alarm Events that Require Reporting

In case of an alarm, leave the area immediately, determine alarm type, and report event to a Marathon Oil Representative.

Alarm Type	Alarms Requiring Reporting
All Alarm Events	Any Physical Symptoms
Oxygen (O ₂)	Less than or equal to 16%
Carbon Monoxide (CO)	Greater than or equal to 200 ppm
Hydrogen Sulfide (H ₂ S)	Greater than or equal to 10 ppm
Lower Explosive Limit (LEL)	Greater than or equal to 100% or Any alarm associated with ongoing hot work

Note: All fixed monitor alarms are reported via Synergi.