



Procedure for:

Offshore Emergency Medical Evacuation

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|------------------------------|--|------------------------------------|--------------------------------------|
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1 Purpose and Scope

This document describes the process of medical evacuation of Injured or Ill Person from Azerbaijan Strategic Performance Unit's (AzSPU) offshore work environment to ensure effective and timely medical care is received.

This controlled document applies to Azerbaijan SPU engaged in offshore exploration, drilling, production and transportation of oil, including all related supply and construction activities.

2 Definitions

| | |
|-----------------|---|
| Case management | Process of coordinating an employee's total health care needs following an illness or injury. The goal of medical case management is to provide optimal quality care in cost effective manner to obtain positive health outcomes for the employee |
| CMO | Chief Medical Officer |
| CHC | Canadian Helicopters Company, helicopter provider |
| Health Team | BP Azerbaijan SPU Central HSE, Health Team |
| IC | Incident Commander |
| BST | Business Support Team |
| IMT | Incident Management Team |
| IP | Injured Person |
| OIM | Offshore Installation Manager |
| Vantage | Electronic System enabling to manage personnel details of Offshore Installations and track personnel to and from worksite |
| Vessel | BP or Contractor operated vessel |
| Vessel Master | Master or Captain of BP or Contractor operated vessel |

3 Medical Evacuation Process (BP & Contractor)

BP assumes Duty of Care responsibility to get Offshore Medevac Injured/Ill Person to an Onshore Referral Medical facility in Baku:

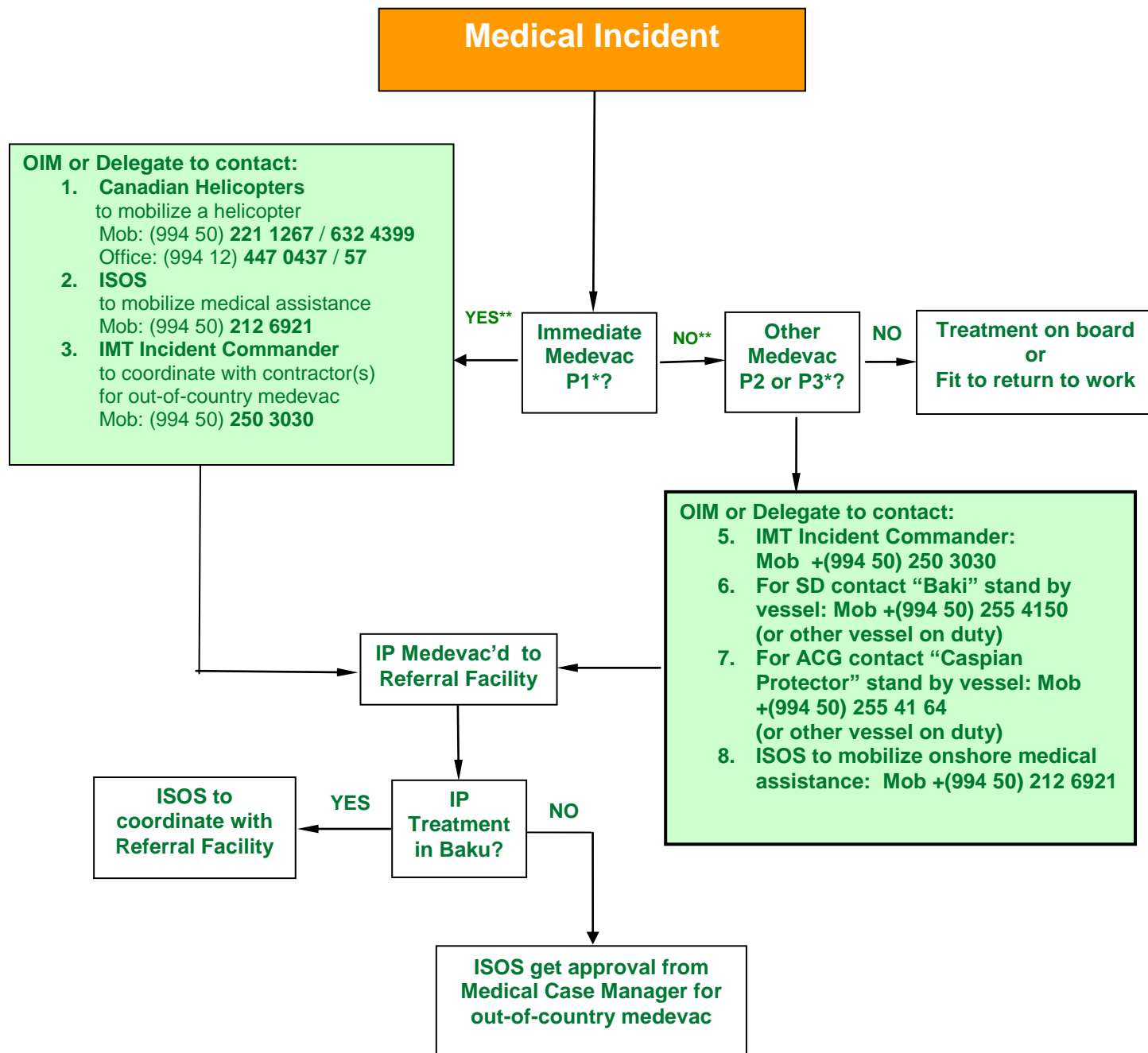
- OIM or Vessel Master or IC have authority to dispatch Medevac
- Site medical professional offshore determine necessity for Medevac
- BP Nominated Medical Provider (currently ISOS in liaison on with relevant vessel medical crew team) coordinates medical evacuation of IP to ISOS Clinic Baku and/or refer patient to secondary care facility if required
- OIM or Vessel Master is a Single Point of Accountability to coordinate Logistics offshore
- IMT (IC) supports the coordination of all onshore aspects (i.e. helicopter, ambulance, out-of-country evacuation) as necessary

NOTE: In order to avoid potential loss of time and improve the Medevac response the medical provider, all platforms and vessels will use one type of stretcher.

*See Appendix 2 and Appendix 3

** Medevac priority categorization shall be agreed within ISOS Chief Medical Officer, ISOS Duty Manager in consultation with BP Medical Section Chief. BP Operations Health Advisor can provide additional consultancy support if required

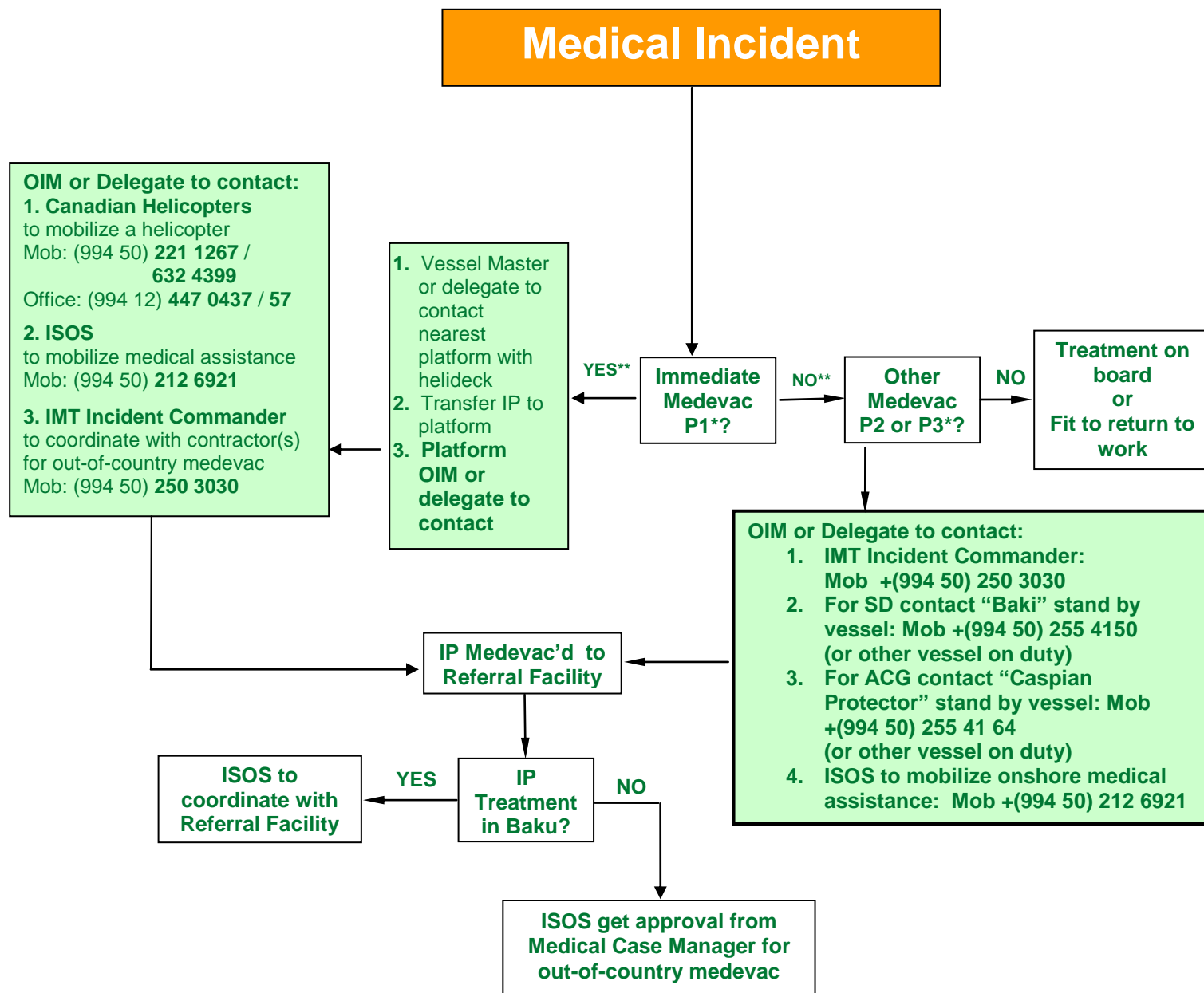
Medical Evacuation from Platforms and Drilling Rigs



*See Appendix 2 and Appendix 3

** Medevac priority categorization shall be agreed within ISOS Chief Medical Officer, ISOS Duty Manager in consultation with BP Medical Section Chief. BP Operations Health Advisor can provide additional consultancy support if required

Medical Evacuation from Stand-by, Supply and other Vessels without helipad

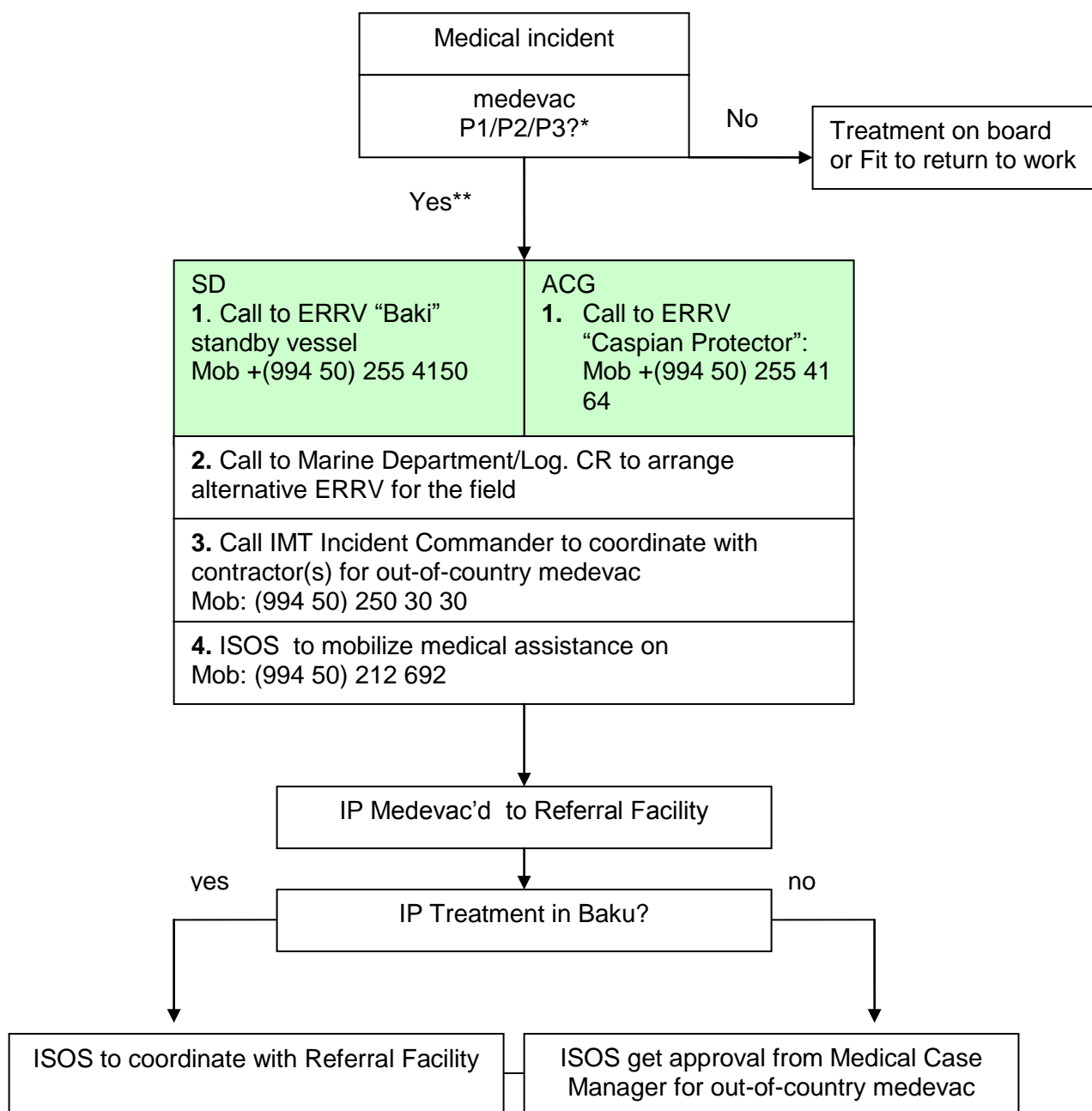


*See Appendix 2 and Appendix 3

** Medevac priority categorization shall be agreed within ISOS Chief Medical Officer, ISOS Duty Manager in consultation with BP Medical Section Chief. BP Operations Health Advisor can provide additional consultancy support if required

Note: it is the responsibility of the receiving platform or vessel the injured or ill person to activate the medevac process

“NO chopper” medical evacuation flowchart



4 Roles and Responsibilities

Offshore Installation Manager (OIM):

- Initiate Medevac of the Injured Person after consultation with Offshore Medic

Please refer to relevant medical evacuation flowchart

- From Platforms and Drilling Rigs on **page 5**
- No chopper medevac on **page 7**

- Support supply or stand-by boat as quickly as possible to Medevac Injured Person(s) from supply or stand-by boat to Platform

Please refer to medical evacuation flowchart for

- Stand-by, Supply and other Vessels without helipad on **page 6**

- Release Offshore Medic to assist Contractor vessel in an emergency
- Release Offshore Medic to accompany IP in helicopter when required

Offshore Installation Medic

- Evaluate, treat and medically stabilize Injured Person for Medevac
- Advise OIM of emergency Medevac necessity based on the Triage assessment (see Appendix 2) **NOTE:** Only Category P1 and P2 require medical escort
- Consult with ISOS Chief Medical Officer ((994 50) **212 69 21**) as appropriate
- Send completed medical report with the IP (see *Appendix 1*)
- Formal Medical Handover to Medic on the vessel
- Fill out [Offshore Medical Evacuation Log sheet/Medevac Patient Report Form](#) ([link to attached documents](#))
- Communicate with BP Medical Section Chief on duty ((994 50) **221 48 77**) at all stages if required
- Notify Logistics Team, e-mail: teamavlog@BP.COM and request to block IP Vantage

Vessel Medic

- Formal handover of IP from Offshore Installation Medic
- Sign [Offshore Medical Evacuation Log sheet and complete Medevac Patient Report Form](#) ([link to attached documents](#))
- Monitor, treat and medically stabilize Injured Person (IP)
- Formal handover to ISOS clinic Onshore Medical team
- Liaise with ISOS CMO during transportation to Onshore
- Communicate with BP Medical Section Chief on duty ((994 50) **221 48 77**) at all stages if required

Company Nominated Medical Provider (ISOS):

- Provide top side support to all BP operational facilities
- Advise Offshore Medic on stabilization, treatment and Medevac options
- Liaise with relevant vessel's Medics during transportation to Onshore
- Formal handover of IP from relevant vessel Medic
- Dispatch an ambulance with a doctor to SPS or Sea Port within the accepted mobilization standard of 40 minutes
- Category P1 -Accompany Medevac Helicopter to offshore installation to assist Offshore Medic and accompany the IP back to shore
- P2 and P3 liaise with the relevant Vessel Medical crew and arrange land transportation
- Communicate with BP Medical Section Chief on duty ((994 50) **221 48 77**) at all stages if required

BP Medical Section Chief on duty: (Duty number (994 50) 221 48 77))

- Oversee and coordinate evaluation, stabilization of Injured Person (IP) at all stages of Medevac
- Provide technical expertise for out of ordinary cases including second opinion
- Coordinate with IC on medical logistics for access through Zabrak/ SPS/Sea Port to accept IP when required
- Approve out of country medical evacuation when recommended by ISOS
- Notify HR on duty within IMT rota

Vessel Master with Helideck:

- Initiate Contractor's Emergency Response Plan
- Initiate Medevac of the Injured Person after consultation with vessel Medic
- Call ISOS Clinic ((994 12) **493 73 54** or (994 50) **212 69 21**) to mobilize ambulance to Sea port/SPS or Zabrak Airport helipad
- Call IMT Incident Commander ((994 50) **250 30 30**) to support the coordination of all onshore aspects as necessary. **NOTE:** Alternative contact within IMT – Operations Section Chief ((994 50) **220 56 71**)

Supply / Stand-by / or other Vessel Master without Helideck:

- Contact OIM of nearest platform for assistance by medic for evaluation of IP

Please refer to medical evacuation flowchart for

➤ Stand-by, Supply and other Vessels without helipad on **page 6**

- P1 and P2 -Contact OIM of nearest platform
- P3 Cases transferred by any vessel

Incident Commander:

- Support OIM or Vessel Master on Medevac logistics when requested
- Support the coordination of all onshore aspects as necessary
- Contact relevant operational ALT Member

5 General Contact Information

ISOS Clinic

Address: **30, Rashid Behbudov Street, Baku, Azerbaijan.**

Mobile phone number:

(994 50) 212 69 21

Office Contact numbers:

(994 12) 493 7354

(994 12) 493 4089

(994 50) 212 6921

Fax: (994 12) 493 9644

Offshore Installations staffed by ISOS Medics:

- Chirag 1
- Central Azeri
- East Azeri
- West Azeri
- Deep Water Gunashli
- Shah Deniz Alfa
- Dada Gorgud (drilling rig)
- Istiglal (drilling rig)

The ISOS Baku clinic is supported by the **ISOS Moscow 24 hour Alarm Centre** that will provide full logistical and medical support in the event of a need to repatriate a patient to his/her home or to an alternate place of medical excellence.

ISOS Moscow 24 hour Alarm Centre Contact Information:

(7 495) 937 64 77

The ISOS Moscow Alarm Center is responsible for:

- Medical Evacuation arrangements for IP and Ex-Pats to home country or alternate centre of medical excellence
- Organisation of the medical evacuation Helicopter or fixed wing aircraft,
- 'Meet and Greet' arrangements at destination,
- Hospital / clinic admission **out-of-country** arrangements prior to IP arrival,
- Guarantee of payments and translation services, as required.

Vessels Contact details:

BUE duty Manager: 050 225 41 43

Appendix 1: Offshore Medical Evacuation Log sheet (link to the attached document)

Form to be completed and transported with IP

Offshore Medical Evacuation Logsheets

| | | | | | | |
|--|-------------------------|-----------------|----------------------|---------------------|------------------------|-------------------------|
| From | | | | <i>Medic's Name</i> | | |
| Date | | <i>dd/MM/yy</i> | Time | | <i>HH:mm</i> | |
| Installation | | | | | | |
| PATIENT DETAILS | | | | | | |
| Last Name | | | | | | |
| First Name | | | | | | |
| Date Of Birth | | | | | | |
| Occupation | | | | | | |
| Employing Company | | | | | | |
| Vantage Number. | | | | | | |
| Illness / Accident | | | | | | |
| Priority | P1 Immediate | | P2 Urgent | | P3 Standard | Non Priority |
| Stretcher / Walking | | | | | | |
| Escorted / Unescorted | | | | | | |
| Type Transport required | | | | | | |
| Nominated Medical Provider informed | | | | | | |
| ETA | | | | | | |
| Contract company rep informed | | | | | | |
| Other information | | | | | | |
| Offshore Medic | Date | Time | Name/Signature | | | |
| Vessel Medic | Date | Time | Name/Signature | | | |
| ISOS Doctor onshore | Date | Time | Name/Signature | | | |

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Appendix 2: Triage Categories Description

| Event Priority | Evacuation Criteria ** | Clinical Parameters |
|---|--|--|
| P1. RED Immediate < 4 hours | <ul style="list-style-type: none"> • This patient requires immediate evacuation from the installation and cannot wait for a routine flight. • The helicopter requested must be dedicated to the transportation of the patient. • A medical escort will be required • A specialist medical team may be required | <ul style="list-style-type: none"> • Airway compromised • Inadequate breathing • Shock • Currently fitting • Severe pain • Uncontrollable major haemorrhage • Altered level of consciousness • Very hot. |
| P2. YELLOW Urgent < 10 hours | <ul style="list-style-type: none"> • The patient requires urgent evacuation from the installation but can wait for a routine flight if no more than six hours. • The helicopter requested must have the ability to take a stretcher and medical escort. This helicopter can carry personnel other than the patient and escort. | <ul style="list-style-type: none"> • Moderate pain • Minor haemorrhage • Inappropriate history • Persistent vomiting • Hot |
| P3. GREEN Standard < 24 hours | <ul style="list-style-type: none"> • This patient is a standard medical evacuation from the installation. Evacuation should be within 24 hours. • The patient can travel with crew change personnel and only if specifically requested would require a stretcher. • No medical escort normally required. | <ul style="list-style-type: none"> • Pain • Fever • Vomiting • Recent problem |

Appendix 3 Patterns of clinical parameters for justification of evacuation

P1

- Head injury with altered level of consciousness
- Acute chest pain with ECG changes or any life threatening ECG rhythm's disturbances
- Acute abdomen with fever and signs of peritonitis
- Acute eye injury with vision disturbances
- Acute asthma attack, not responding to salbutamol and prednisone within 2 hours
- Suspected femoral, pelvic and spinal fractures
- Severe limb injury with open fracture
- Complicated dislocation of limb that cannot be reduced in situ

P2

- Distal limb closed fractures
- Dislocation of any major joints including those relocated
- Sudden onset of any vision disturbances, needing specialist consultation
- Abdominal pain managed by medications
- Renal colic

P3

Apart from the above listed all other medical conditions which compromise ability of performing tasks/duties.

Revision/Review Log

| Revision Date | Authority | Custodian | Revision Details |
|--------------------|----------------|----------------|--|
| <<01 August 06 >> | <<G.Newcombe>> | <<A.McNulty>> | <<Initial Issue >> |
| <<26 February 07>> | <<G.Newcombe>> | <<A.McNulty>> | IMT Incident Commander's number changed, alternative contacts for IMT mobilisation added |
| <<05 October 07>> | <<A.McNulty>> | <<J.Robinson>> | <ul style="list-style-type: none"> ▪ Requirement for use of one type stretchers |

| | | | |
|-------------------|----------------|---------------|--|
| | | | <ul style="list-style-type: none"> ▪ Requirements for medical escort in the helicopter based on the Triage system ▪ Updated contacts |
| 05 September 2008 | A McNulty | J Robinson | <ul style="list-style-type: none"> ▪ More clarity added to page 5 and page 7 vessels without helidecks and the responsibility of the receiving platform / vessel to activate the process |
| 11 March 2009 | Almaz Aghazada | Anar Hassanov | Minor changes: authority and custodian information has been changed |
| 12 June 2009 | Almaz Aghazada | Anar Hassanov | Changes due to the unavailability of EWHC |
| 15 July 2009 | Almaz Aghazada | Anar Hassanov | Updates in Helicopter activation flowchart due to granted approval to use CHC for P1 case medevacs |
| 17 Dec 2009 | Almaz Aghazada | Anar Hassanov | Contact numbers for vessels and IMT updated. No chopper medevac flowchart added. |
| 22 Dec | Almaz Aghazada | Anar Hassanov | R&Rs updated |
| 12 June 2010 | Almaz Aghazada | Anar Hassanov | <ul style="list-style-type: none"> • Added Appendix 3 – Patterns of clinical parameters for justification of evacuation • Updated contacts of stand by vessel at SD area • Updated flowcharts on page 5, 6, 7 (marked in red) |
| 31 August 2010 | Almaz Aghazada | Anar Hassanov | Stand by Vessel “Yarenga” has been replaced “Caspian Protector”. Contact details have been updated accordingly. |