

Dear OXY GoM Contactor,

OXY USA (Oxy) has recently updated their ID Card Scanning requirements within ISNetworld.

Due to these changes, the following must be completed within ISNetworld for all contractor employees performing offshore work for OXY.

Starting today, the following must be complete within ISNetworld for all contractor employees performing offshore work for OXY, or they will scan RED.

For Offshore Contractor Employees, each employee MUST be qualified and up to date in ISNetworld for the below 7 TQ course requirements:

1. **Marine Trash and Debris** (*only one of the below trainings is required*)
 1. BSEE 001 – Marine Trash & Debris
 2. GNV 017 – Marine Trash and Debris (NTL 2015-G03 - Marine Trash and Debris Awareness and Elimination) – *Entered by your company in ISNetworld*
2. **Water Survival with HUET*** (*only one of the below trainings is required*) – *Please note that we are also looking at CA-EBS certificates in conjunction with these water survival courses*
 1. GNV 025 Water Survival with HUET & Swing Rope Transfer – *Entered by your company in ISNetworld*
 2. GNV 042 – Water Survival with Huet – *Entered by your company in ISNetworld*
3. **GNV 019** – Offshore Safety Awareness/Orientation (*Industry endorsed/accredited course such as **Safe Gulf or Rig Pass***) – *Entered by your company in ISNetworld*
4. **OXY 017** – Job Specific Skills/Knowledge Verification – *Entered by your company in ISNetworld*
5. **OXY 018** – Moxie Media X904 Rider (*Online Training*) – OXY USA Inc.
6. **OXY 019** – Safe Swing Rope (*Online Training*) – OXY USA Inc.
7. **OXY GoM – HSE Orientation** (*only one of the below trainings is required*)
 1. **OXY 020** – OXY GoM Orientation *English* (Online Training) – OXY USA Inc.
 2. **OXY 021** – OXY GoM Orientation *Spanish* (Online Training) – OXY USA Inc.

Please note for Water Survival with HUET we are also looking for your employees to complete their CA-EBS training in conjunction with these courses. Our team will verify the added CA-EBS items when we perform contractor assessments, as well as upon request through our monthly spot check process.

OXY 018, 019, 020 & 021 qualifications are all online trainings available to complete in ISNetworld. Please reference the attached QRG to assign these trainings to your employees and provide instructions for them to complete.

We have also further updated our Training Qualifications (TQ) matrix to require the below Subpart O and Production Safety Systems Training certificates for applicable employees.

1. **TQ REV 211** – Well Servicing – Supervisor Level (30 CFR Subpart O)
2. **TQ REV 212** – Well Servicing – Introductory Level (30 CFR Subpart O)
3. **TQ REV 231** – Well Control – Introductory Level (30 CFR Subpart O)
4. **TQ REV 232** – Well Control – Supervisory Level (30 CFR Subpart O)
5. **TQ REV 214** – Production Safety Systems (30 CFR Subpart O)

To upload these certificates for your employees, please first assign them to one of the below Training Qualification Activities in ISNetworld. The activity you assign is determined by their type of work / which trainings they have completed.

- Offshore Contractor Employee – Well Servicing
- Offshore Contractor Employee – Well Control

- Offshore Contractor Employee – Production Operations

As a reminder, OXY scans ISN-ID Cards through PHI kiosks prior to contractor employees proceeding offshore. All employees will still need to be assigned to the **Offshore Contractor Employee** activity within ISNetwork, regardless of their type of work.

To ensure contractor employees performing work offshore for OXY meet the minimum requirements, please confirm your company has added all applicable employees to your company's ISNetwork account and assigned to Training Qualifications, enter applicable training information and lastly generate and submit TQ reports.

Please note, if a contractor employee has a scanning status of Red or no information available at check-in, the individual will *not* be able to proceed offshore.

The following items are attached for your reference.

1. OXY GoM Requirements - One Pager
2. TQ Step-by-Step Guide
3. How to Scan Green

For additional assistance with completing these requirements, please reference the Help Center within your account or [Chat with ISN](#).

Thank you in advance for your cooperation.

Sincerely,

Steve Daigle
HSE – AMS/SEMS/CSM Manager
OXY – GOM Business Unit