APPEA 2017 AWARDS
FOR EXCELLENCE IN
ENVIRONMENT, HEALTH
AND SAFETY
Thank you for your interest in the APPEA Environment, Safety and Health Awards.

APPEA seeks to promote excellence in safety, health, environmental performance and community engagement across the upstream oil and gas industry.

The aim of these national industry awards is to reflect on and support the environmental and safety principles and leadership of the Australian oil and gas industry.

This document provides information to support submissions.

Submissions close 5pm (WST) on 6 April 2018.

Late submissions will not be accepted.

Submissions should be sent to hseawards@appea.com.au
Background

Proactive environment and safety management are now embedded in the culture of the Australian oil and gas industry and there is a need to recognise organisational excellence.

The company that wins an APPEA Environment or Health and Safety award will be a visible example of these principles being “lived”, and serve as a leadership role model for others in the industry.

The following information is a guide for the content of submissions, including information to provide against assessment criteria for consideration by the assessment panel for the company and project environmental excellence awards.

This guide is not exhaustive and additional information may be included in a submission where beneficial.

APPEA Principles of Conduct

The performance of APPEA members must not only comply with the requirements of all laws and regulations, but also be consistent with the industry’s overall objective of maintaining a social licence to operate.

APPEA and its members will continuously strive to improve health, safety and environmental performance in ways that:

- Protect people and the environment through the responsible management of operations and their risks and impacts;
- Incorporate risk management strategies based on sound science, to the application of new technologies and industry practices;
- Engage constructively with government, industry and stakeholders to develop appropriate principles/objective based standards.
APPEA 2017 ENVIRONMENT, HEALTH AND SAFETY AWARDS

Company award

Whole of company performance for the calendar year 2017

This is a competitive submission process with the award presented to the company with the highest score as determined by the assessment panel.

Information provided must have been in place during the assessed year, although may have been introduced prior to the assessed year.

It is recommended that submissions are no longer than 30 pages. Additional pages may be attached for supporting documentation, however this should be kept to a minimum and used only where required to support the submission content. This will ensure submissions are precise and will ensure the assessment panel can complete their assessment within the allocated timeframe.

Project award

A new award which focusses on projects and their outcomes.

Submissions for this award are assessed independently of other submissions and are judged on the assessment criteria. This award seeks to highlight projects which have delivered an outstanding environment, health or safety outcome for the company and its stakeholders.

It is recommend that submissions are no longer than 20 pages. Additional pages may be attached for supporting documentation, however this should be kept to a minimum and used only where required to support the submission content. This will ensure submissions are precise and will ensure the assessment panel can complete their assessment within the allocated timeframe.
Submission Process

Submissions close 5pm (WST) on 6 April 2018 and late submissions will not be accepted.

Submissions should be sent to hseawards@appea.com.au with a declaration that “no active incidents or open investigations exist for the Company and project, or existed over the period to which the submission relates.”

A suggested structure is outlined below:

- Identification of application to Company Awards or Project Awards in the environment or safety category.
- Background – summary of the activities and or project represented in the submission.
- Operating Environment – a brief description of the natural environment in which the activities are undertaken, and any unique environmental challenges.
- Workforce – brief summary of numbers, locations, specialists, etc.
- Justification – summary of what makes your submission unique, why do you believe your submission should be selected to receive an award.
- Assessment criteria – the criteria on the following pages should be addressed as the main component of your submission.
### Environment Excellence Awards—Company Award Assessment Criteria

<table>
<thead>
<tr>
<th>Environmental Culture</th>
<th>Environmental Performance</th>
<th>Risk Monitoring, Evaluation and Management</th>
<th>Environmental Benefit</th>
<th>Collaboration</th>
<th>Industry Wide Leadership</th>
<th>Community and Stakeholder Consultation and Engagement</th>
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<tbody>
<tr>
<td>Senior management involvement</td>
<td>Reporting – detail the number and nature of reportable incidents over the award period.</td>
<td>How project and/or organisational risks are continually monitored</td>
<td>Details of the environmental benefits predicted</td>
<td>Describe collaborative arrangements undertaken for the project or by the organisation</td>
<td>Describe how your project and/or organisation has beneficially influenced or led industry</td>
<td>How your project/organisation positively contributed to the community or stakeholders</td>
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<td>Financial commitment to environmental aspects</td>
<td>Performance review, assessment and evaluation process.</td>
<td>The evaluation process used to review the risks of the project and/or organisation</td>
<td>Details of the environmental benefits realised</td>
<td>Identify collaborative partners involved</td>
<td>Provide evidence to demonstrate the influential changes achieved in industry</td>
<td>Provide details on consultation and engagement events undertaken to achieve this result</td>
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<td>Awareness of environmental commitments, legislative requirements, policies and procedures</td>
<td>Continuous improvement initiatives</td>
<td>The management process used to address changes to, or additional risks for the project and/or organisation</td>
<td>Comparative assessment of the predicted versus realised environmental benefits</td>
<td>Provide examples of successful collaborative efforts</td>
<td>Describe any ongoing changes or commitments relating to the above</td>
<td>Describe ongoing commitments and engagement with the community and stakeholders and how these will be maintained</td>
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<td>Support to environmental staff and environmental management leaders (e.g. Training and Induction)</td>
<td>Innovation in environmental management.</td>
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<td>Provide evidentiary examples to support demonstration of the realised benefits</td>
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<td>Culture of learning and adaptive management</td>
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<td></td>
<td>Identify any lessons learnt and applied in other aspects of the project or organisation</td>
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Highlighted items should be considered priority criteria for environment project awards.
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<td>Communication of company values</td>
<td>Process Safety reporting.</td>
<td>Personal Safety reporting:</td>
<td>How the project and/or organisational, personal and process safety risks are continually identified, assessed, monitored and managed</td>
<td>Describe how your project and/or organisation has beneficially influenced or led industry</td>
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<td>• Clarification of required and expected behaviour</td>
<td>• Have process safety performance indicators (Lagging and Leading) been defined and are reported.</td>
<td>• Details of LTI incidents over the award period.</td>
<td>Performance review, assessment and evaluation (process used for reviews and improvements).</td>
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<td>• Personalised safety outcomes</td>
<td>• List the number of Tier 1, Tier 2 and Tier 3 incidents that have occurred over the project period, or over the calendar year for company submissions.</td>
<td>• Provide LTIFR per million hours.</td>
<td>Continuous improvement initiatives (process to identify, implement and continually improve performance)</td>
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<td>• Development of positive safety attitudes</td>
<td>• Nature of incidents must be provided.</td>
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<td>Innovation in Process Safety management. Examples of where innovation has been applied will assist in demonstrating this criteria.</td>
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<td>• Engagement and ownership of safety responsibilities and accountabilities at all levels</td>
<td>Performance review, assessment and evaluation (process used for reviews and improvements).</td>
<td>• This will be used to determine if actions have been taken to reduce occurrence and recurrence of incidents.</td>
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<td>• Increased hazard/risk awareness and preventive behaviours</td>
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<td>• Improved understanding and effective implementation of safety management systems</td>
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<td>• Monitoring, review and reflection of personal effectiveness.</td>
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<td>Demonstrated leadership involvement</td>
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<td>Demonstrated consultation, active listening and workforce engagement</td>
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**Safety Excellence Awards— Company & Project Award Assessment Criteria**

**APPEA 2017 ENVIRONMENT, HEALTH AND SAFETY AWARDS**
Terms and Conditions:

- These awards are open to APPEA members.
- There is no limit to the number of nominations a company can submit, however the same submission cannot be submitted to cover more than one category.
- A project that has previously received an APPEA award will not be eligible for future submissions in the same category previously awarded.
- Recent project will be given priority to ensure currency in recognition is awarded.
- The submission must identify which category of award it relates to.
- No loss of life to have occurred across the Company for the submission period
- No major accident event¹ to have occurred over the course of the submission period or have previously occurred and an investigation is ongoing.
- No major environmental incidents to have occurred across the Company activities for the submission period.
- Information received in a submission is understood to be accurate. The provision of misleading information or exclusion of important information will result in the submission not being considered by the assessment panel.
- The assessment panel has complete discretion. Nominations from the assessment panel and are final.
- APPEA retains the right not to award a safety and/or environment excellence award in any given year should the submissions not warrant such after consideration by the assessment panel. No feedback on submissions will be provided.
- The assessment panel may seek to request further information, however this will be consistent across submission to ensure a fair process is maintained.
- All submissions will be treated as confidential except to announce and publish the award recipients submissions.
- By entering, you agree to your submission being made publicly available by APPEA.