Eni US HSEQ Training Process Overview

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Eni SEQ Training Program Lead

November 2024

HSEQ Training Process Introduction

Why train?

Need competent personnel with necessary expertise and skills.

Keep up with current internal/external standards, information and requirements per our quality system and ISO certifications.

Training helps foster:

- *Incident/accident prevention culture*
- *Participation, awareness and sense of responsibility*
- *Expertise/knowledge sharing*

Training Satisfies Environmental, Health and Safety Changes and Objectives

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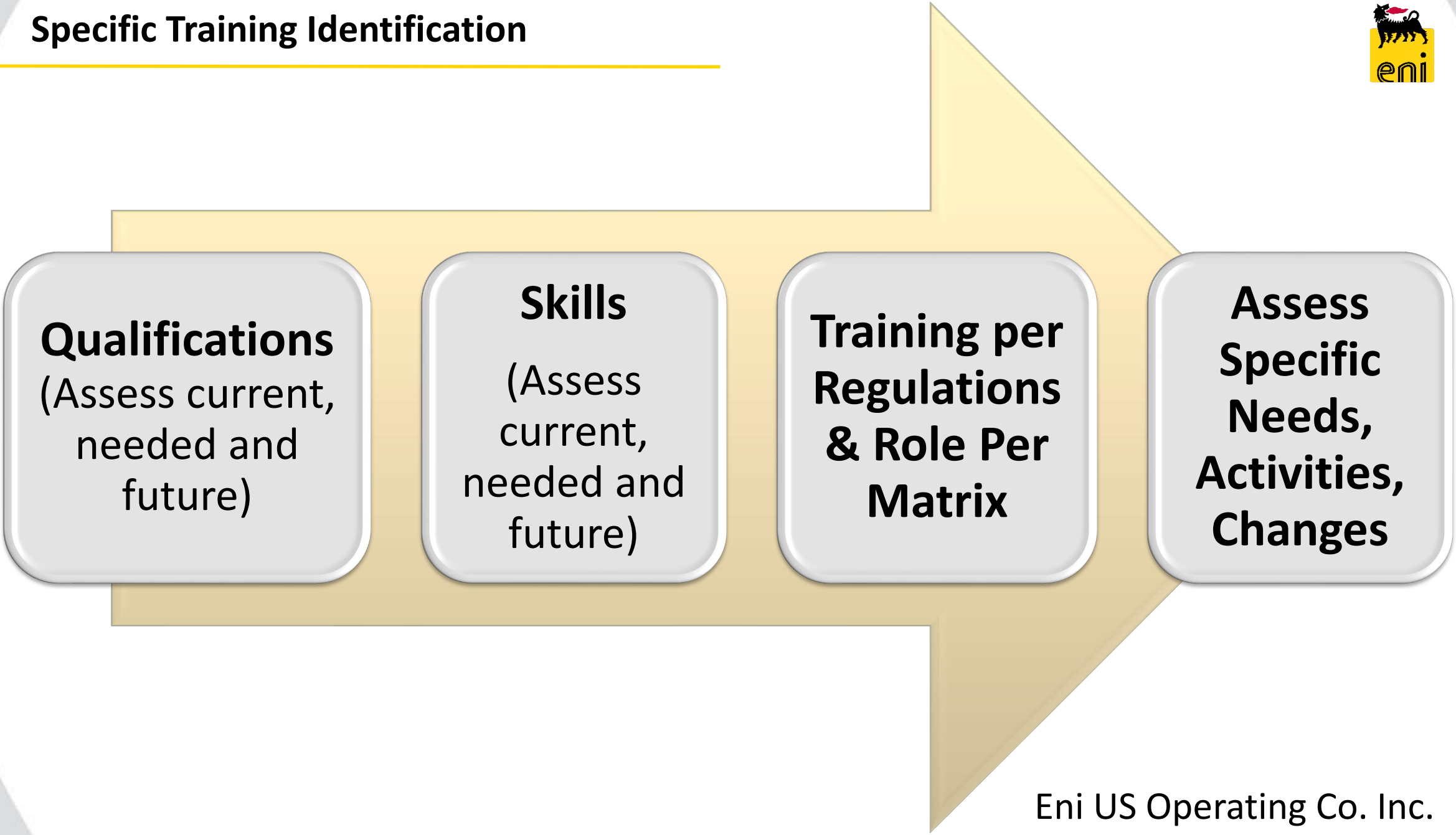
Specific Training Identification



Training Methodologies

Instructor-Led Training

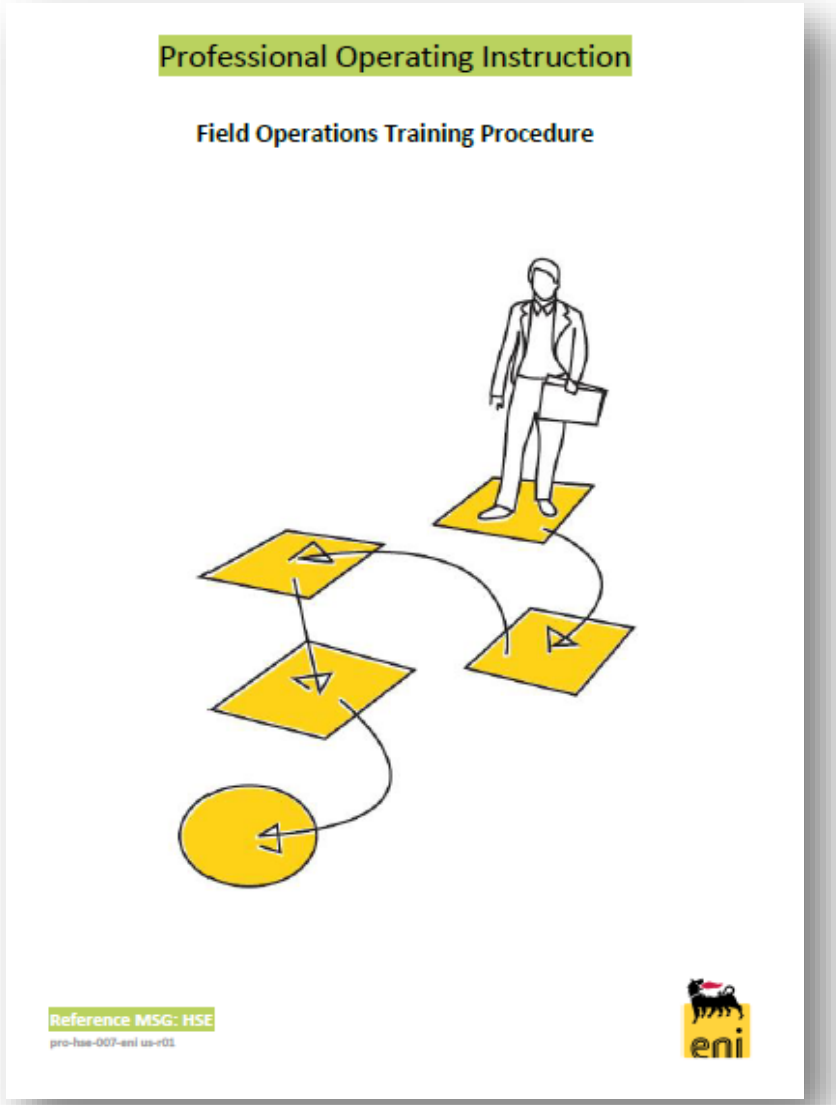
Seminars/ Workshops

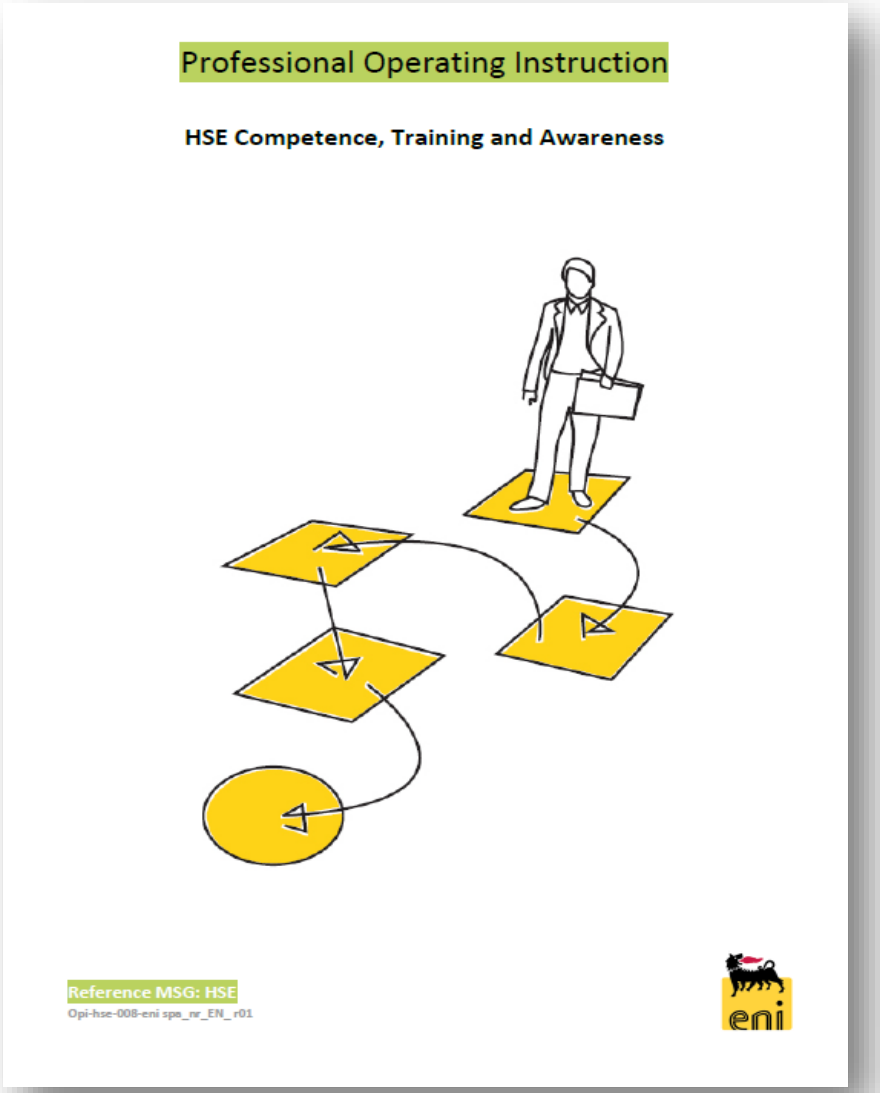
On the Job (OTJ)

CBT/ E-Learning

Hybrid (Mix of others)

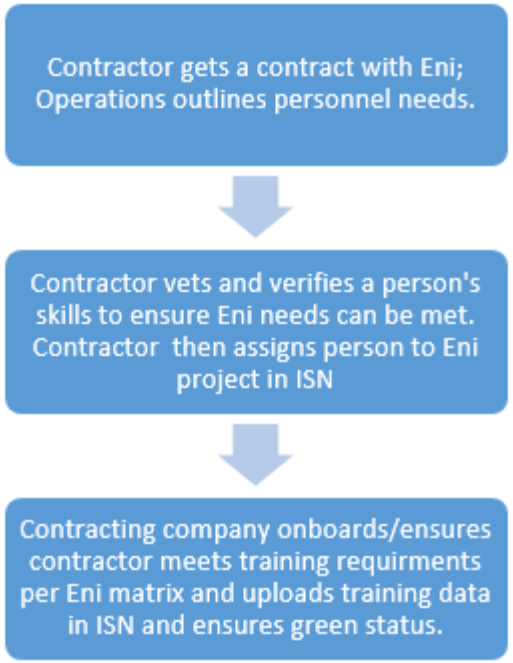
Training Policies and Procedures



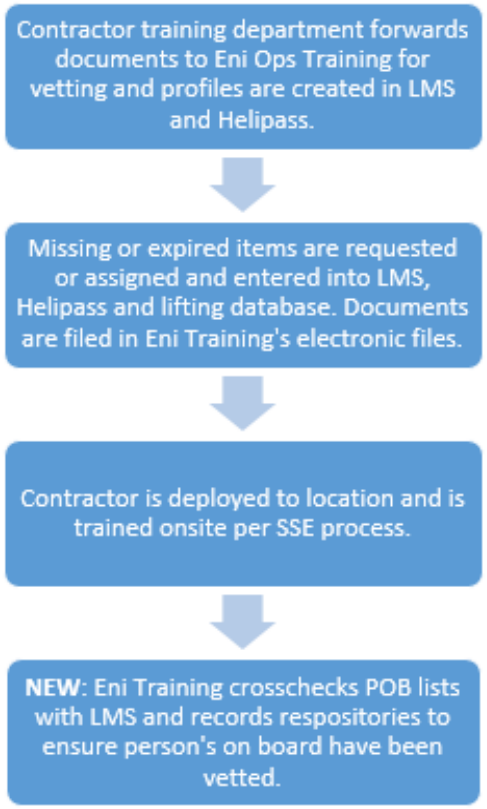


GOM Personnel Assignment, Deployment, Training Verification, and Record Gathering Workflows

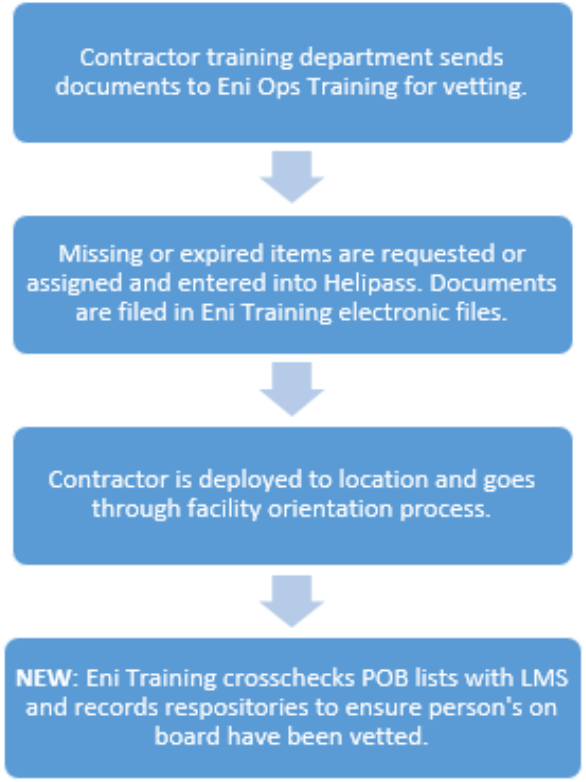
1. Workflow: Assignment, Deployment and Training Verification Process



2.a. Workflow: Employee or Embedded Contractor Personnel Training Verification and Deployment



2.b. Workflow: Short Project Contractor Personnel Training Verification and Deployment



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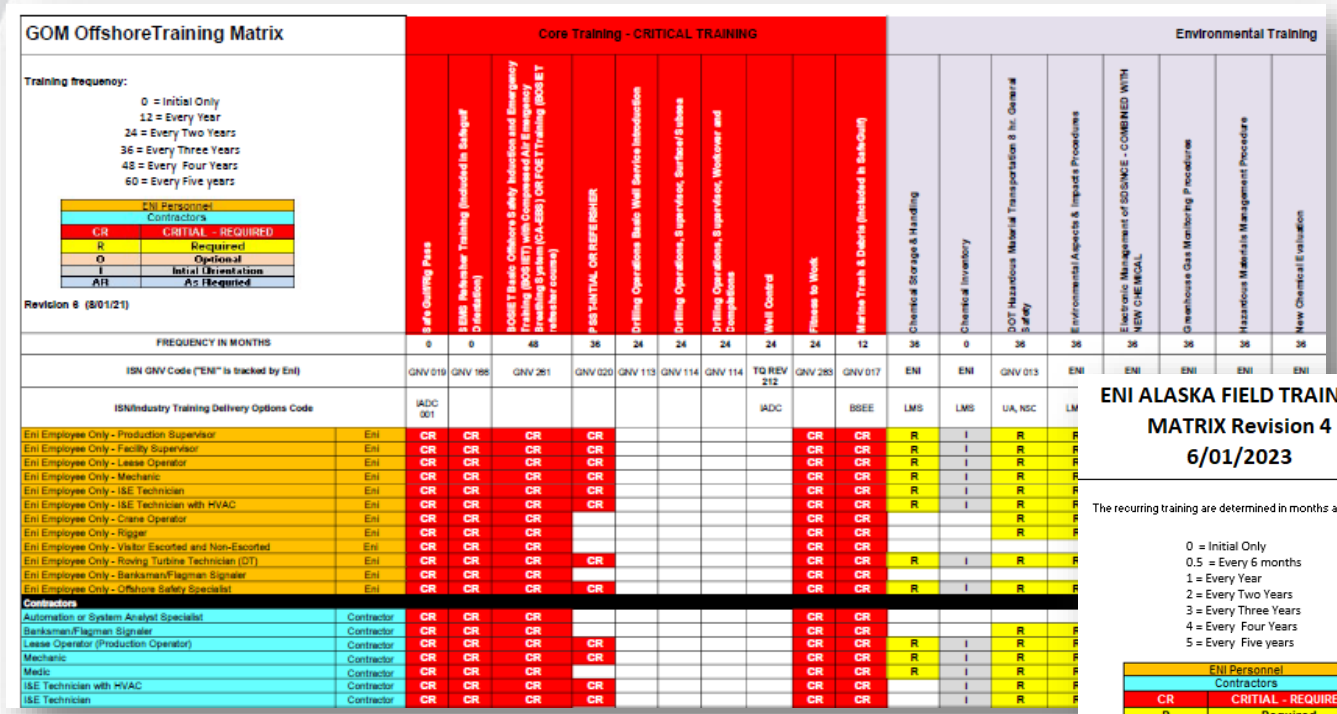
Training Matrices



GOM OffshoreTraining Matrix

Core Training - CRITICAL TRAINING

Environmental Training

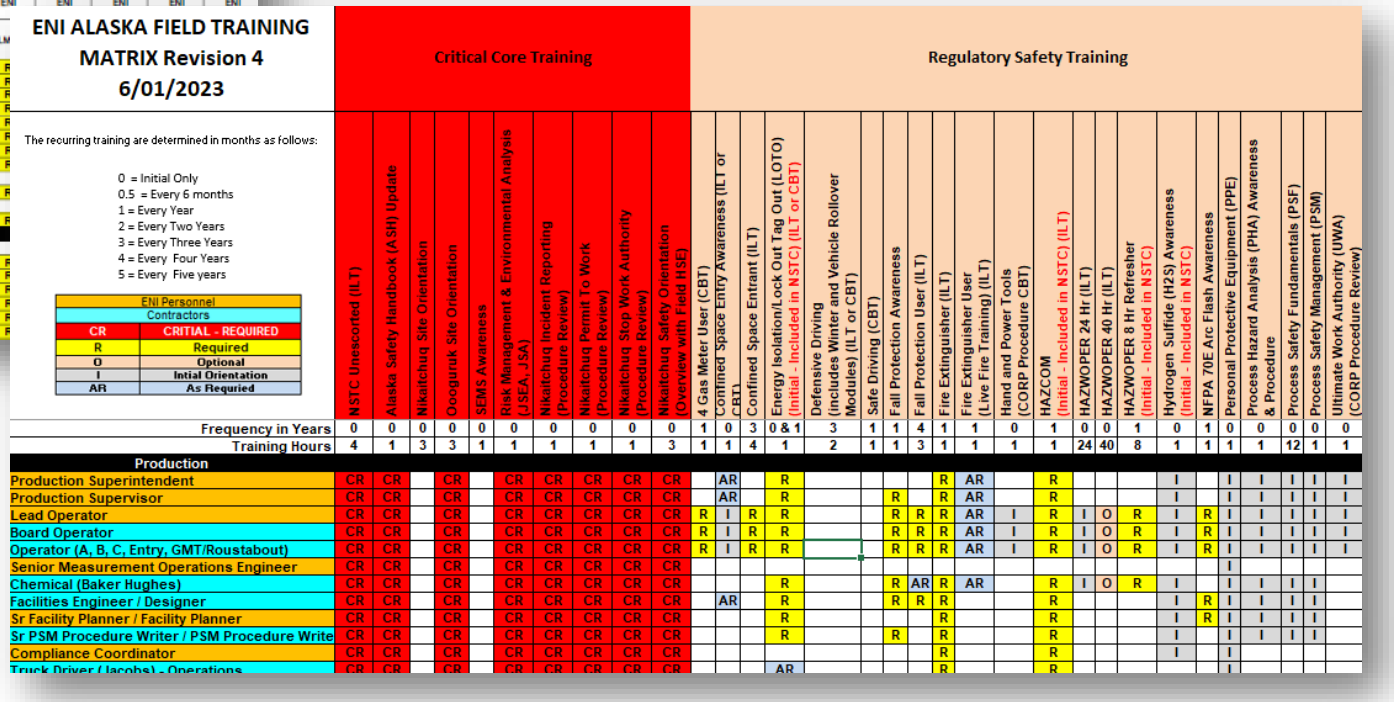
Training frequency:

0 = Initial Only
12 = Every Year
24 = Every Two Years
36 = Every Three Years
48 = Every Four Years
60 = Every Five years

ENI Personnel / Contractors	
CR	CRITIAL - REQUIRED
R	Required
O	Optional
I	Intial Orientation
AR	As Required

Revision 6 (8/01/21)

FREQUENCY IN MONTHS		0	0	48	36	24	24	24	24	24	12	36	0	36	36	36	36	36	36
ISN GNV Code ("ENI" is tracked by Eni)		GNV 019	GNV 166	GNV 261	GNV 020	GNV 113	GNV 114	GNV 114	TQ REV 212	GNV 283	GNV 017	ENI	ENI	GNV 013	ENI	ENI	ENI	ENI	ENI
ISN/Industry Training Delivery Options Code		IADC 001							IADC		BSEE	LMS	LMS	UA, NSC	LM				
Eni Employee Only - Production Supervisor	Eni	CR	CR	CR	CR					CR	CR	R	I	R	R				
Eni Employee Only - Facility Supervisor	Eni	CR	CR	CR	CR					CR	CR	R	I	R	R				
Eni Employee Only - Lease Operator	Eni	CR	CR	CR	CR					CR	CR	R	I	R	R				
Eni Employee Only - Mechanic	Eni	CR	CR	CR	CR					CR	CR	R	I	R	R				
Eni Employee Only - I&E Technician	Eni	CR	CR	CR	CR					CR	CR	R	I	R	R				
Eni Employee Only - I&E Technician with HVAC	Eni	CR	CR	CR	CR					CR	CR	R	I	R	R				
Eni Employee Only - Crane Operator	Eni	CR	CR	CR						CR	CR			R	R				
Eni Employee Only - Rigger	Eni	CR	CR	CR						CR	CR			R	R				
Eni Employee Only - Visitor Escorted and Non-Escorted	Eni	CR	CR	CR						CR	CR								
Eni Employee Only - Roving Turbine Technician (DT)	Eni	CR	CR	CR	CR					CR	CR	R	I	R	R				
Eni Employee Only - Bankaman/Flagman Signaler	Eni	CR	CR	CR						CR	CR								
Eni Employee Only - Offshore Safety Specialist	Eni	CR	CR	CR	CR					CR	CR	R	I	R	R				
Contractors																			
Automation or System Analyst Specialist	Contractor	CR	CR	CR						CR	CR								
Bankaman/Flagman Signaler	Contractor	CR	CR	CR						CR	CR			R	R				
Lease Operator (Production Operator)	Contractor	CR	CR	CR	CR					CR	CR	R	I	R	R				
Mechanic	Contractor	CR	CR	CR	CR					CR	CR	R	I	R	R				
Medic	Contractor	CR	CR	CR						CR	CR	R	I	R	R				
I&E Technician with HVAC	Contractor	CR	CR	CR	CR					CR	CR		I	R	R				
I&E Technician	Contractor	CR	CR	CR	CR					CR	CR		I	R	R				



ENI ALASKA FIELD TRAINING MATRIX Revision 4 6/01/2023

Critical Core Training

Regulatory Safety Training

The recurring training are determined in months as follows:

0 = Initial Only
0.5 = Every 6 months
1 = Every Year
2 = Every Two Years
3 = Every Three Years
4 = Every Four Years
5 = Every Five years

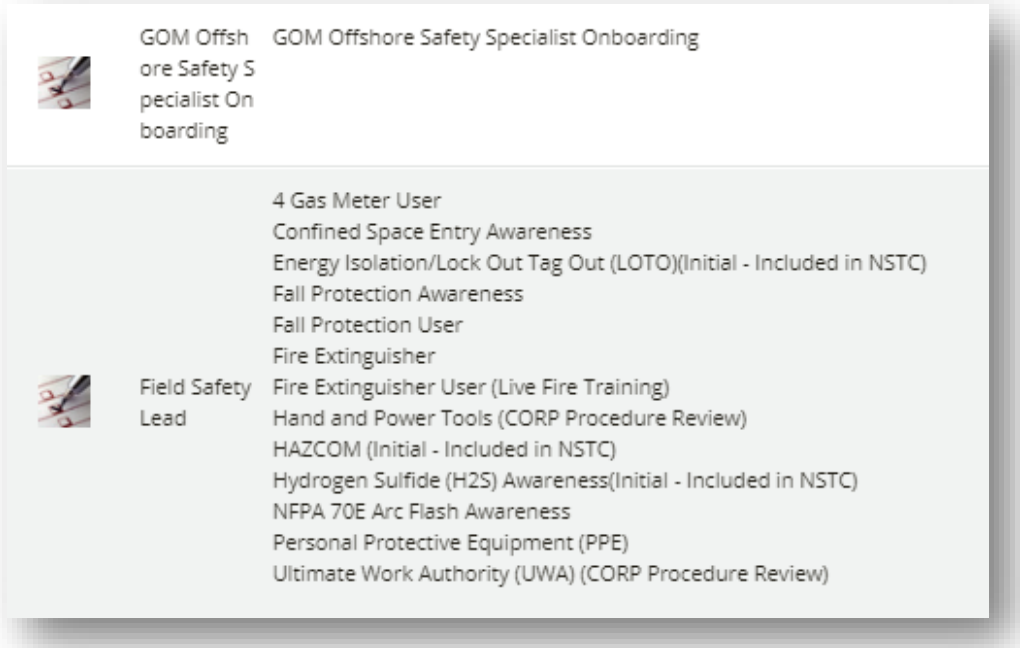
ENI Personnel / Contractors	
CR	CRITIAL - REQUIRED
R	Required
O	Optional
I	Intial Orientation
AR	As Required

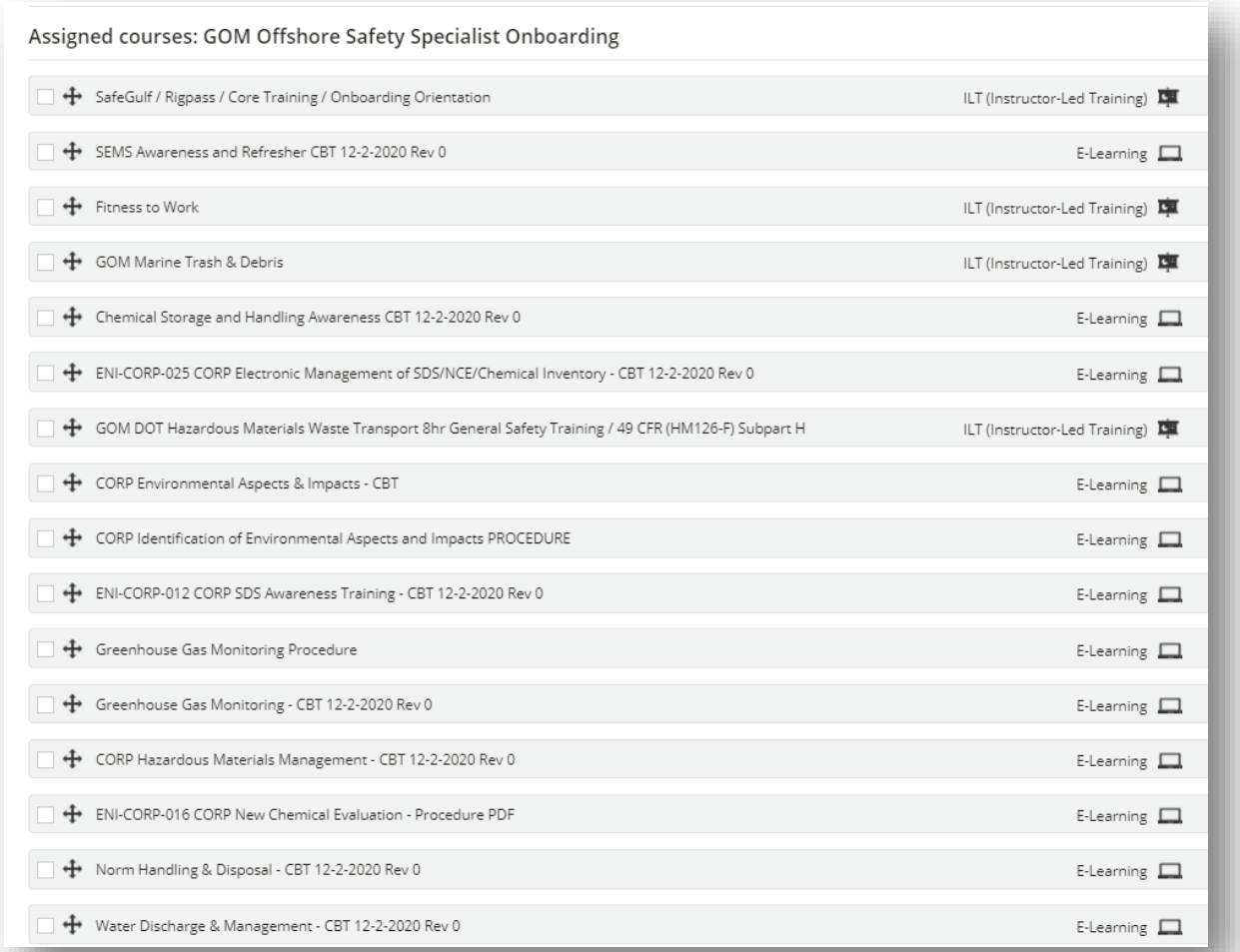
	NSTC Unescorted (ILT)	Alaska Safety Handbook (ASH) Update	Nikaitchuq Site Orientation	Oooguruk Site Orientation	SEMS Awareness	Risk Management & Environmental Analysis (JSEA, JSA)	Nikaitchuq Incident Reporting (Procedure Review)	Nikaitchuq Permit To Work (Procedure Review)	Nikaitchuq Stop Work Authority (Procedure Review)	Nikaitchuq Safety Orientation (Overview with Field HSE)	4 Gas Meter User (CBT)	Confined Space Entry Awareness (ILT or CBT)	Confined Space Entrant (ILT)	Energy Isolation/Lock Out Tag Out (LOTO) (Initial - Included in NSTC) (ILT or CBT)	Defensive Driving (includes Winter and Vehicle Rollover Modules) (ILT or CBT)	Safe Driving (CBT)	Fall Protection Awareness	Fall Protection User (ILT)	Fire Extinguisher (ILT)	Fire Extinguisher User (Live Fire Training) (ILT)	Hand and Power Tools (CORP Procedure CBT)	HAZCOM (Initial - Included in NSTC) (ILT)	HAZWOPER 24 Hr (ILT)	HAZWOPER 40 Hr (ILT)	HAZWOPER 8 Hr Refresher (Initial - Included in NSTC)	Hydrogen Sulfide (H2S) Awareness (Initial - Included in NSTC)	NFPA 70E Arc Flash Awareness	Personal Protective Equipment (PPE)	Process Hazard Analysis (PHA) Awareness & Procedure	Process Safety Fundamentals (PSF)	Process Safety Management (PSM)	Ultimate Work Authority (UWA) (CORP Procedure Review)
Frequency in Years	0	0	0	0	0	0	0	0	0	0	1	0	3	0 & 1	3	1	1	4	1	1	0	1	0	0	1	0	1	0	0	0	0	0
Training Hours	4	1	3	3	1	1	1	1	1	3	1	1	4	1	2	1	1	3	1	1	1	1	24	40	8	1	1	1	1	12	1	1
Production																																
Production Superintendent	CR	CR		CR		CR	CR	CR	CR	CR		AR		R					R	AR		R				I		I	I	I	I	I
Production Supervisor	CR	CR		CR		CR	CR	CR	CR	CR		AR		R			R		R	AR		R				I		I	I	I	I	I
Lead Operator	CR	CR		CR		CR	CR	CR	CR	CR	R	I	R	R			R	R	R	AR	I	R	I	O	R	I	R	I	I	I	I	I
Board Operator	CR	CR		CR		CR	CR	CR	CR	CR	R	I	R	R			R	R	R	AR	I	R	I	O	R	I	R	I	I	I	I	I
Operator (A, B, C, Entry, GMT/Roustabout)	CR	CR		CR		CR	CR	CR	CR	CR	R	I	R	R			R	R	R	AR	I	R	I	O	R	I	R	I	I	I	I	I
Senior Measurement Operations Engineer	CR	CR		CR		CR	CR	CR	CR	CR																		I				
Chemical (Baker Hughes)	CR	CR		CR		CR	CR	CR	CR	CR				R			R	AR	R	AR		R	I	O	R	I		I	I	I	I	I
Facilities Engineer / Designer	CR	CR		CR		CR	CR	CR	CR	CR		AR		R			R	R	R			R				I	R	I	I	I	I	I
Sr Facility Planner / Facility Planner	CR	CR		CR		CR	CR	CR	CR	CR				R					R			R				I	R	I	I	I	I	I
Sr PSM Procedure Writer / PSM Procedure Write	CR	CR		CR		CR	CR	CR	CR	CR				R			R		R			R				I		I	I	I	I	I
Compliance Coordinator	CR	CR		CR		CR	CR	CR	CR	CR									R			R				I		I				
Truck Driver (Jacobs) - Operations	CR	CR		CR		CR	CR	CR	CR	CR				AR					R			R						I				

- *<u>Outlines</u> training frequency, training per job role, training delivery options*
- *Programmed into ISN and Eni's Docebo LMS*

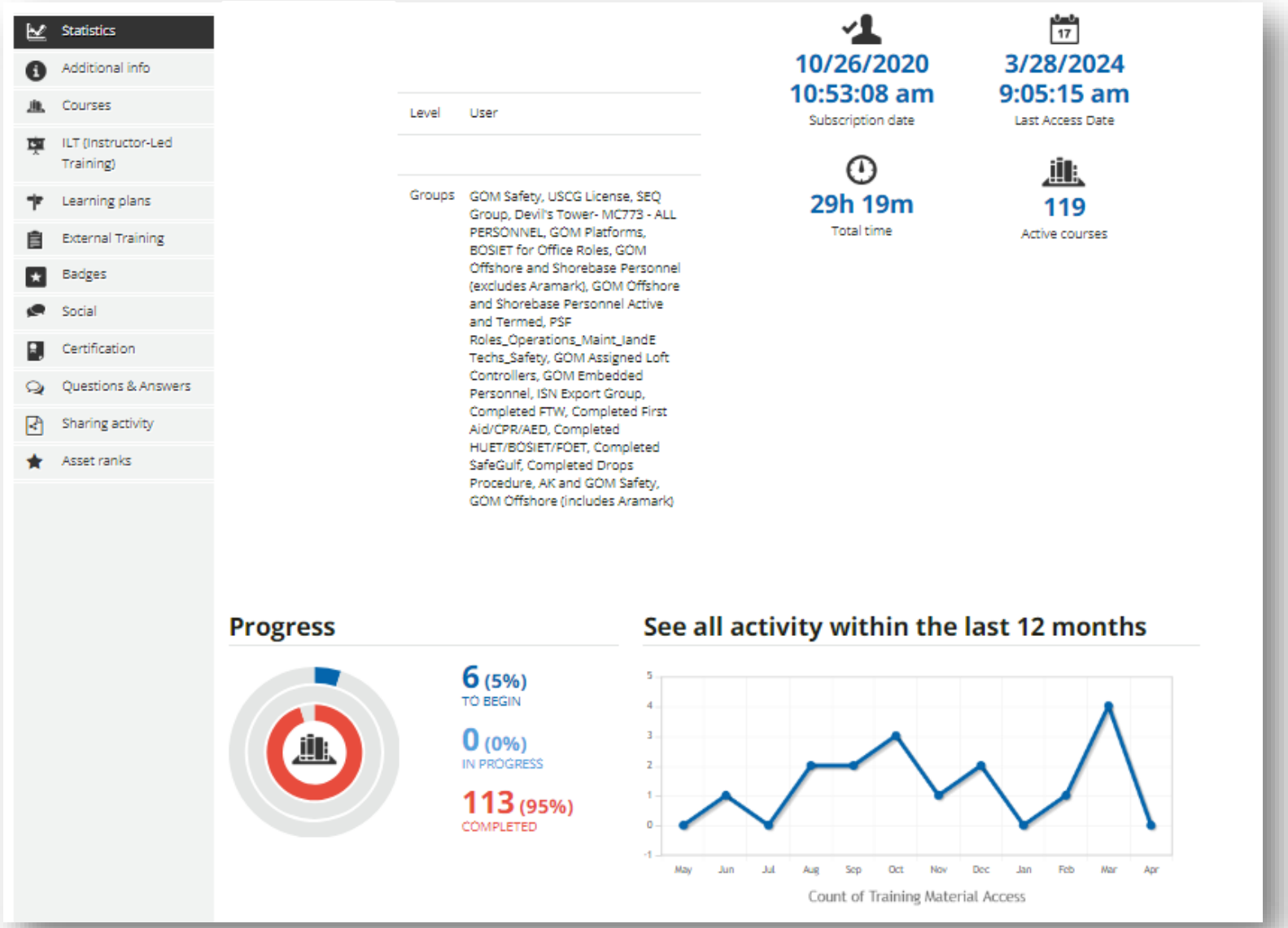
Eni Docebo LMS: Learning Plans

- *LMS Learning plans include all courses per role and location*
- *Personnel are assigned to a learning plan per their role*
- *Learners complete a course and earn certifications*
- *Certification expirations are tracked and personnel get notified when refresher training is needed*

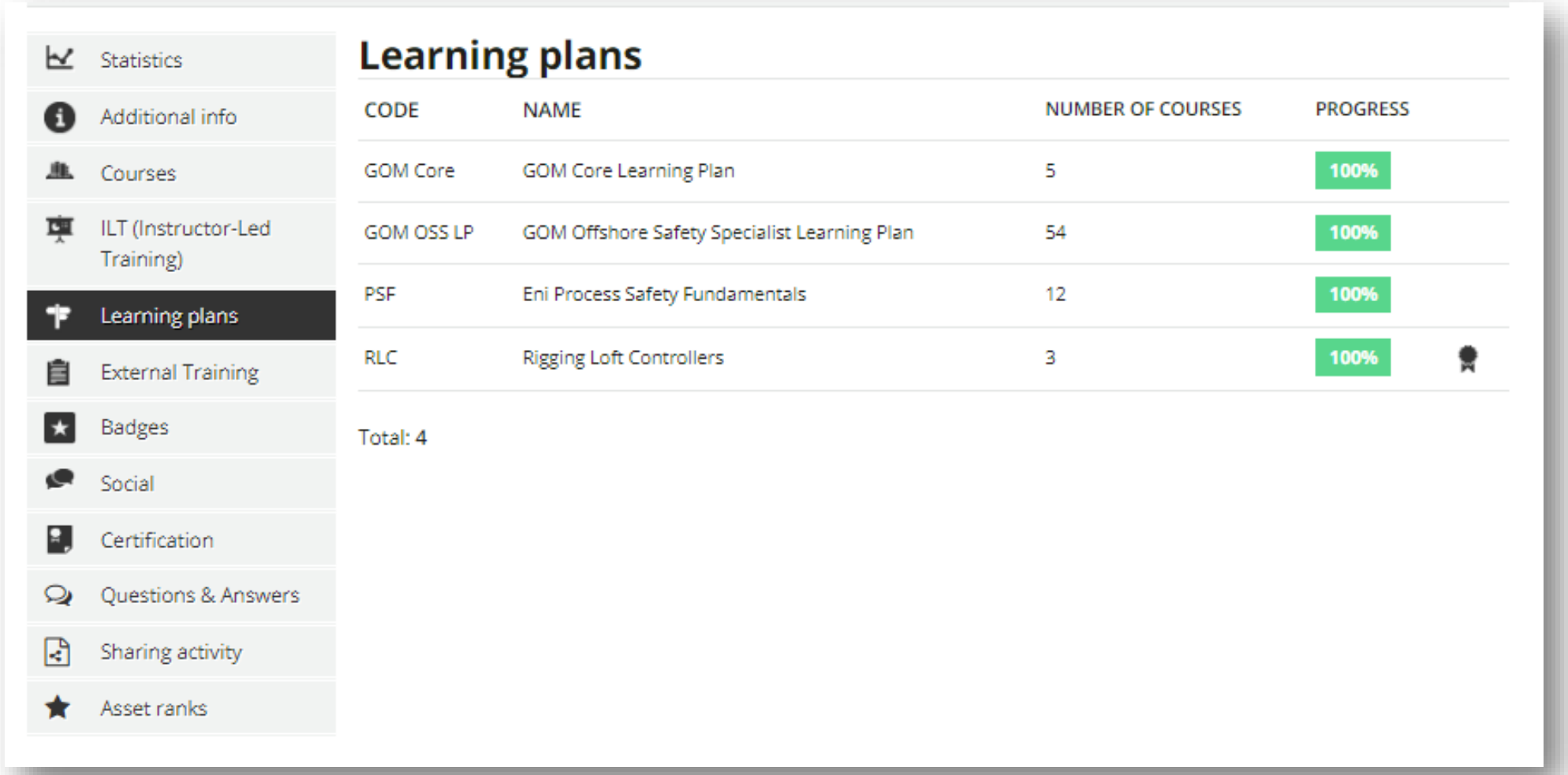




LMS: Learner Statistics



LMS Learner Summary: Learning Plans



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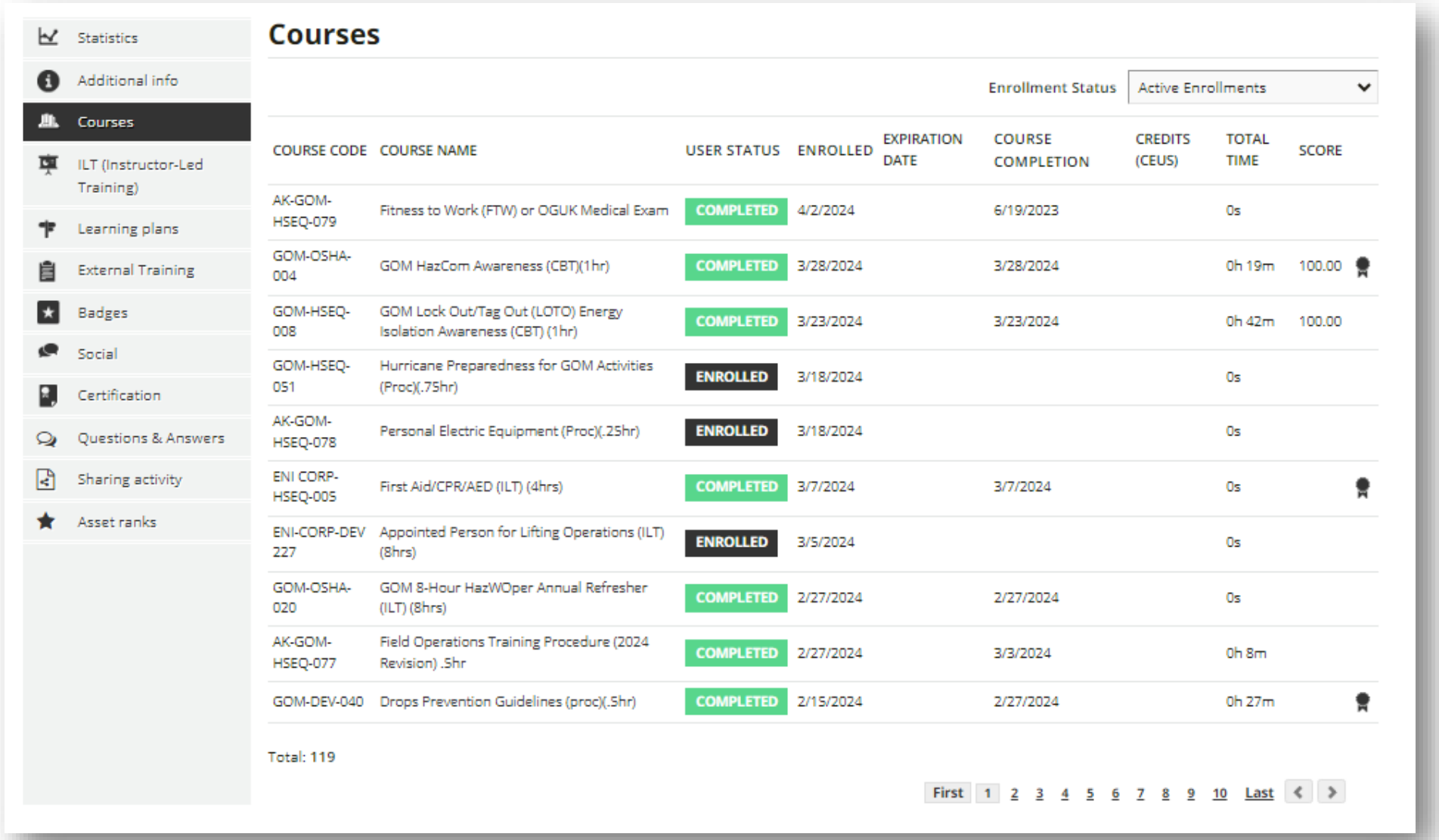
LMS Learner Summary: Course Status



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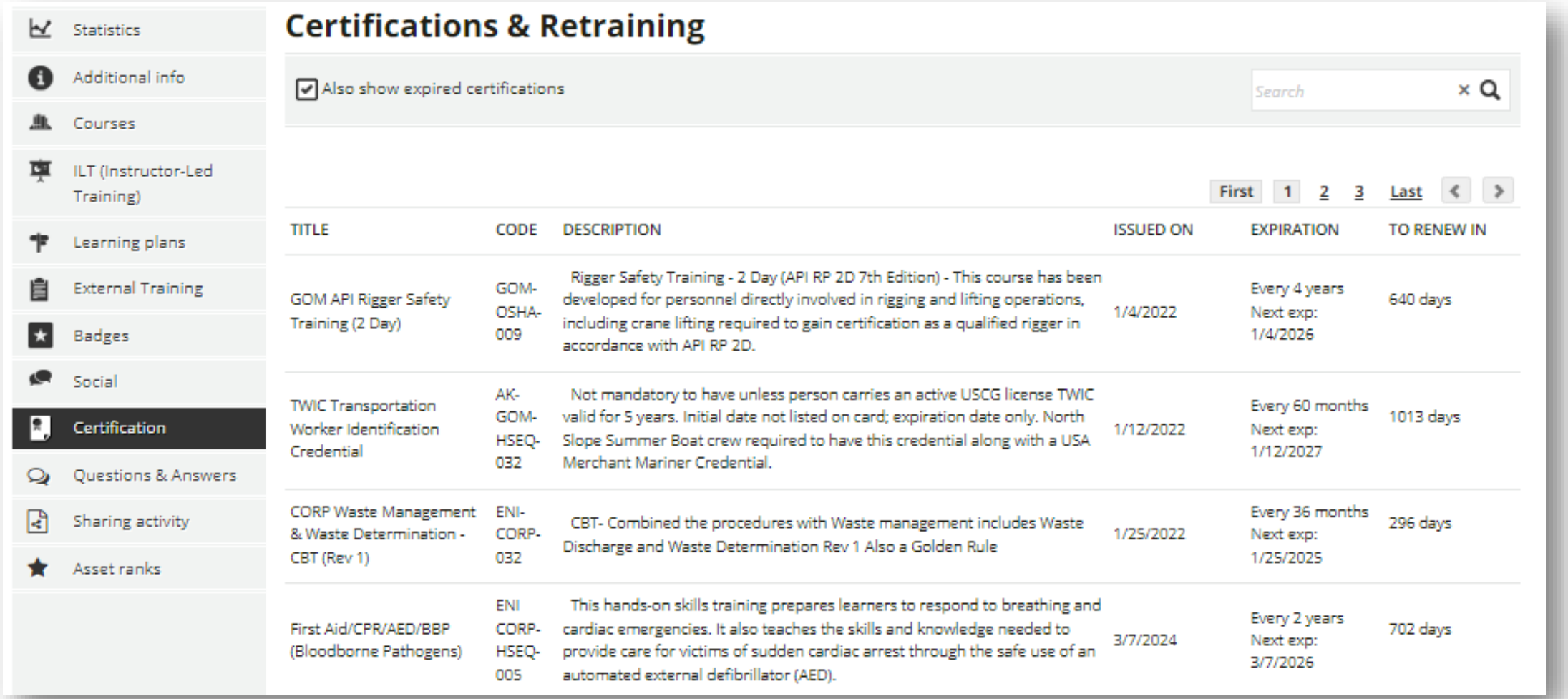
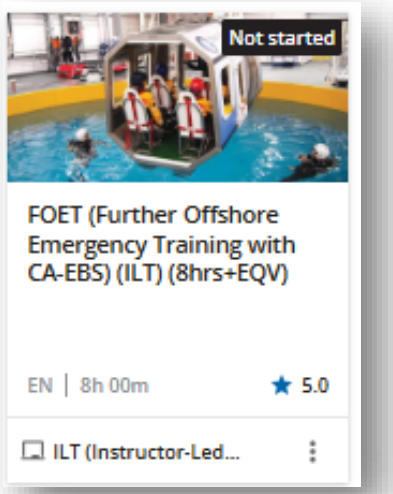
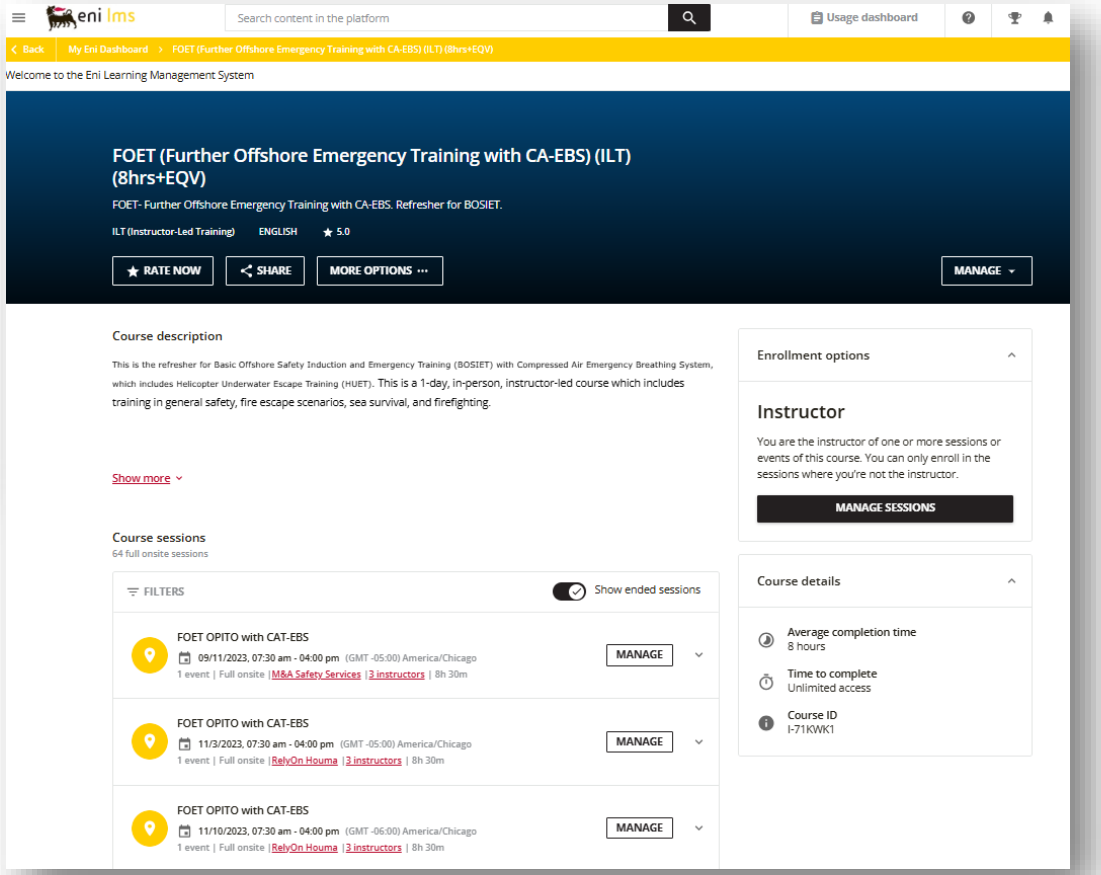
LMS Learner Summary: Certifications

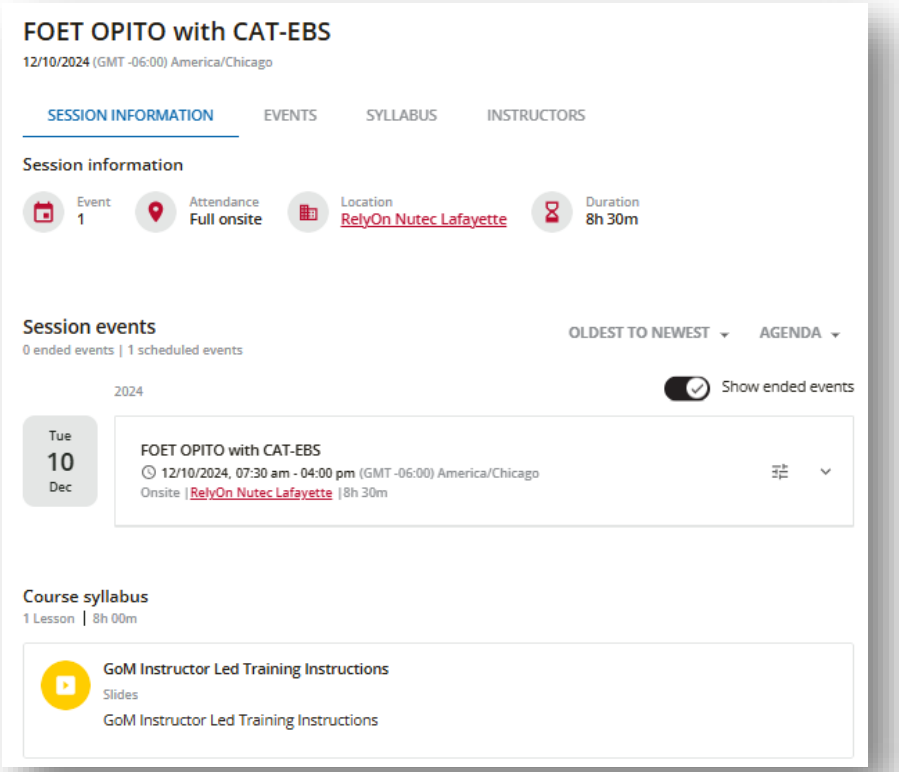


TITLE	CODE	DESCRIPTION	ISSUED ON	EXPIRATION	TO RENEW IN
GOM API Rigger Safety Training (2 Day)	GOM-OSHA-009	Rigger Safety Training - 2 Day (API RP 2D 7th Edition) - This course has been developed for personnel directly involved in rigging and lifting operations, including crane lifting required to gain certification as a qualified rigger in accordance with API RP 2D.	1/4/2022	Every 4 years Next exp: 1/4/2026	640 days
TWIC Transportation Worker Identification Credential	AK-GOM-HSEQ-032	Not mandatory to have unless person carries an active USCG license TWIC valid for 5 years. Initial date not listed on card; expiration date only. North Slope Summer Boat crew required to have this credential along with a USA Merchant Mariner Credential.	1/12/2022	Every 60 months Next exp: 1/12/2027	1013 days
CORP Waste Management & Waste Determination - CBT (Rev 1)	ENI-CORP-032	CBT- Combined the procedures with Waste management includes Waste Discharge and Waste Determination Rev 1 Also a Golden Rule	1/25/2022	Every 36 months Next exp: 1/25/2025	296 days
First Aid/CPR/AED/BBP (Bloodborne Pathogens)	ENI CORP-HSEQ-005	This hands-on skills training prepares learners to respond to breathing and cardiac emergencies. It also teaches the skills and knowledge needed to provide care for victims of sudden cardiac arrest through the safe use of an automated external defibrillator (AED).	3/7/2024	Every 2 years Next exp: 3/7/2026	702 days

Learner Self-Registration into an Instructor-Led Course Location/Date



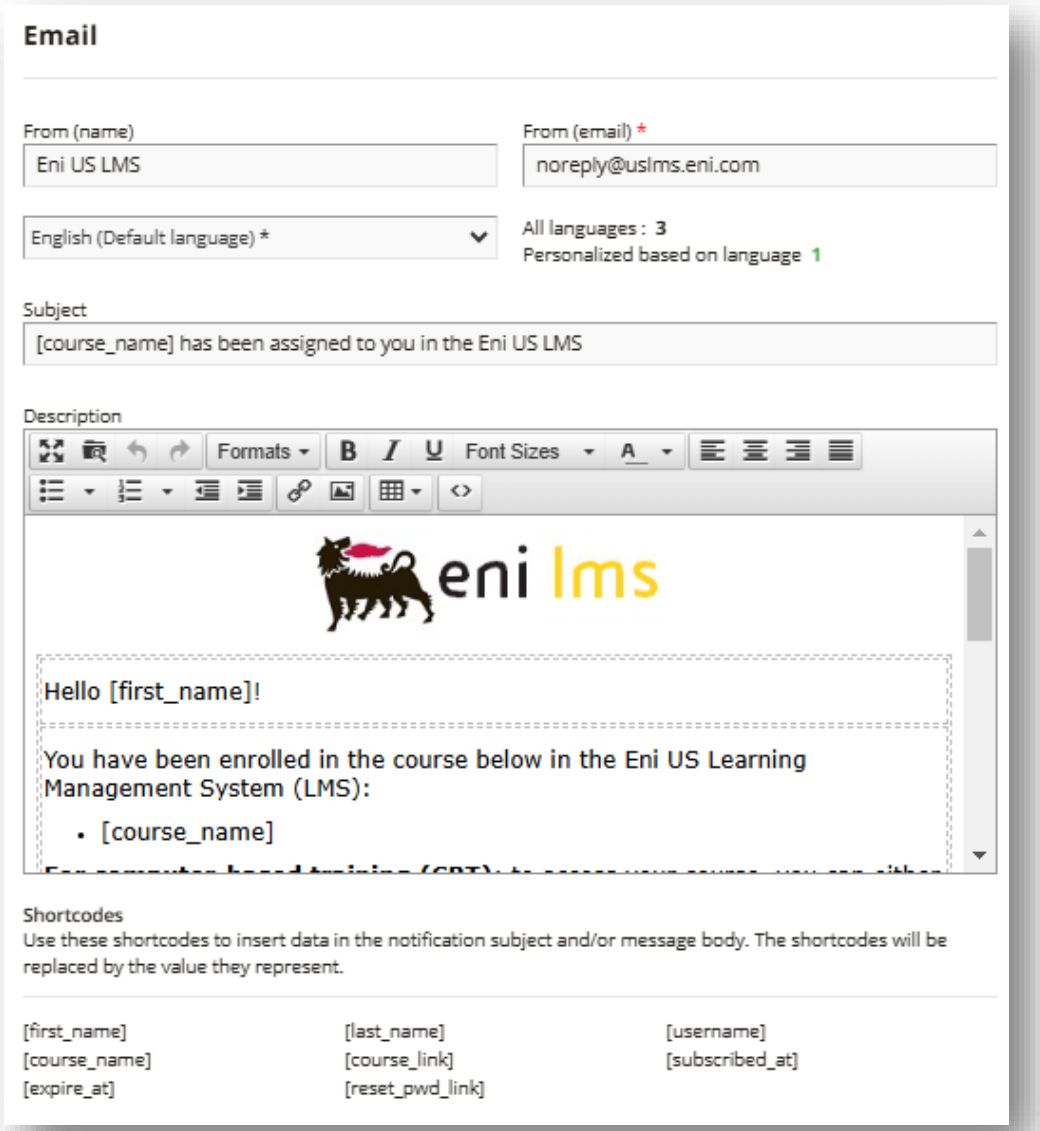




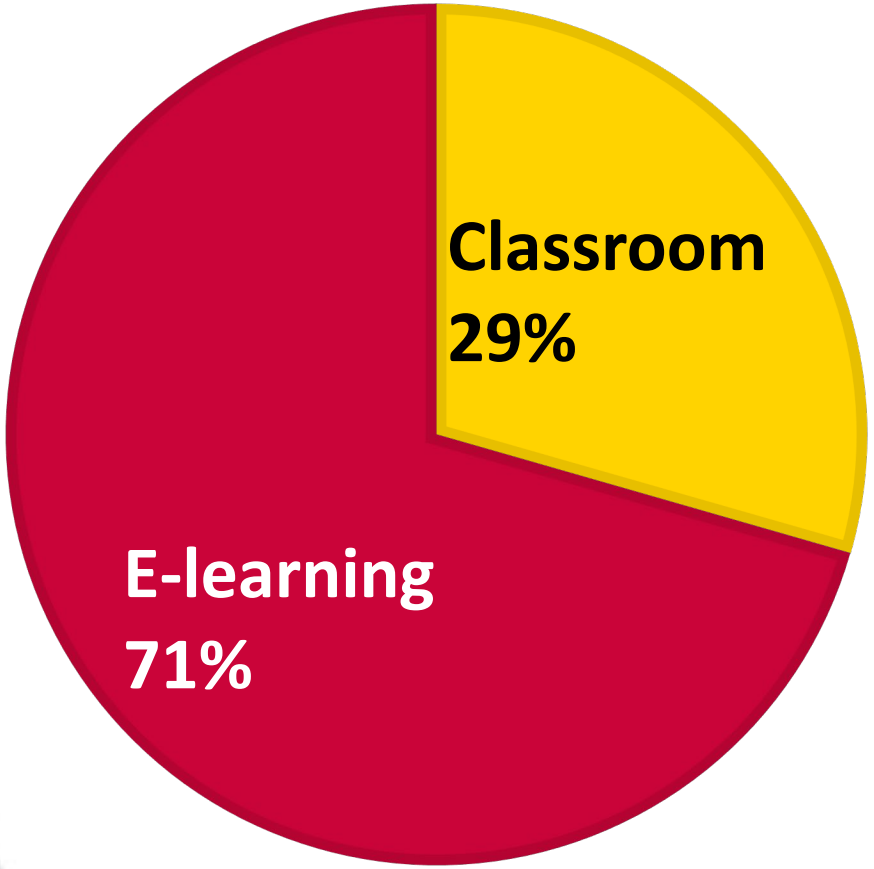
When enrolled into an Instructor-Led course, a learner can self enroll into the needed training location, date and time. LMS admins are then notified of the learner choice and completes registration.

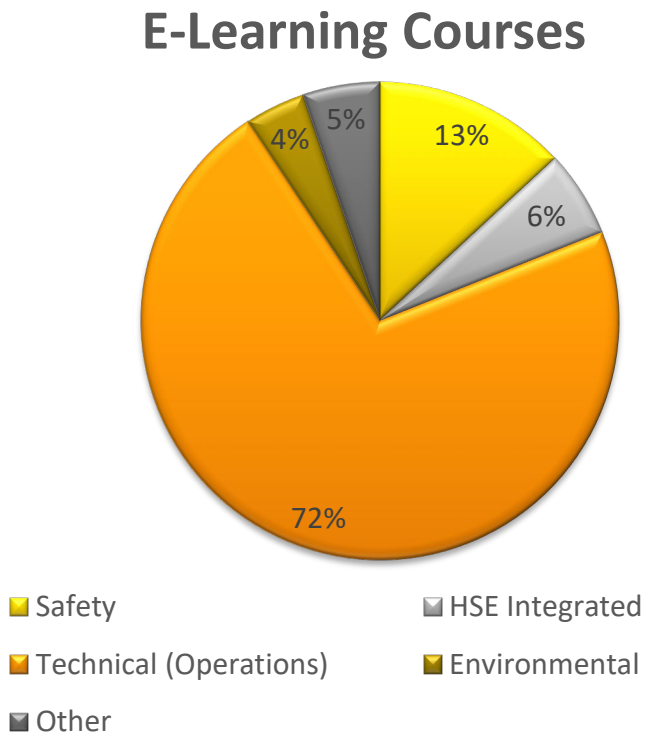
Training Notifications, Reminders and Expirations Sent to Learners

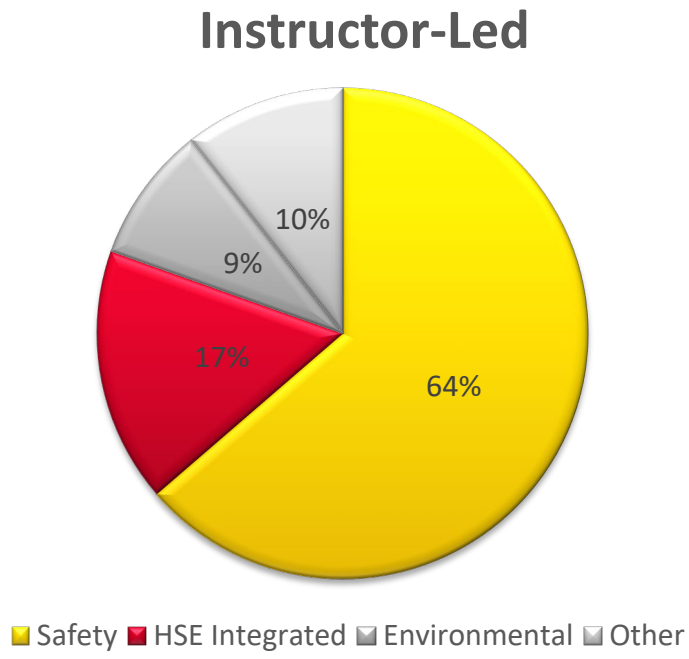
CODE	EVENT	SCHEDULED
User has been created	User has been created (by administrator)	At the time of the event
User is enrolled in course	User enrolled in a course	At the time of the event
User enrolled in Learning Plan	User has been enrolled in a learning plan	At the time of the event
Assignment_uploaded	Assignment waiting to be reviewed since N hours	1 hours After the event
New Question to Expert	New question to expert	N/A
30 day expiration notice	Certification has expired	30 days Before the event - 18:00
60 day expiration notification	Certification has expired	60 days Before the event - 18:00
15 day expiration notification	Certification has expired	15 days Before the event - 18:00
5 day expiration notification	Certification has expired	5 days Before the event - 18:00
3 day expiration notification	Certification has expired	3 days Before the event - 18:00



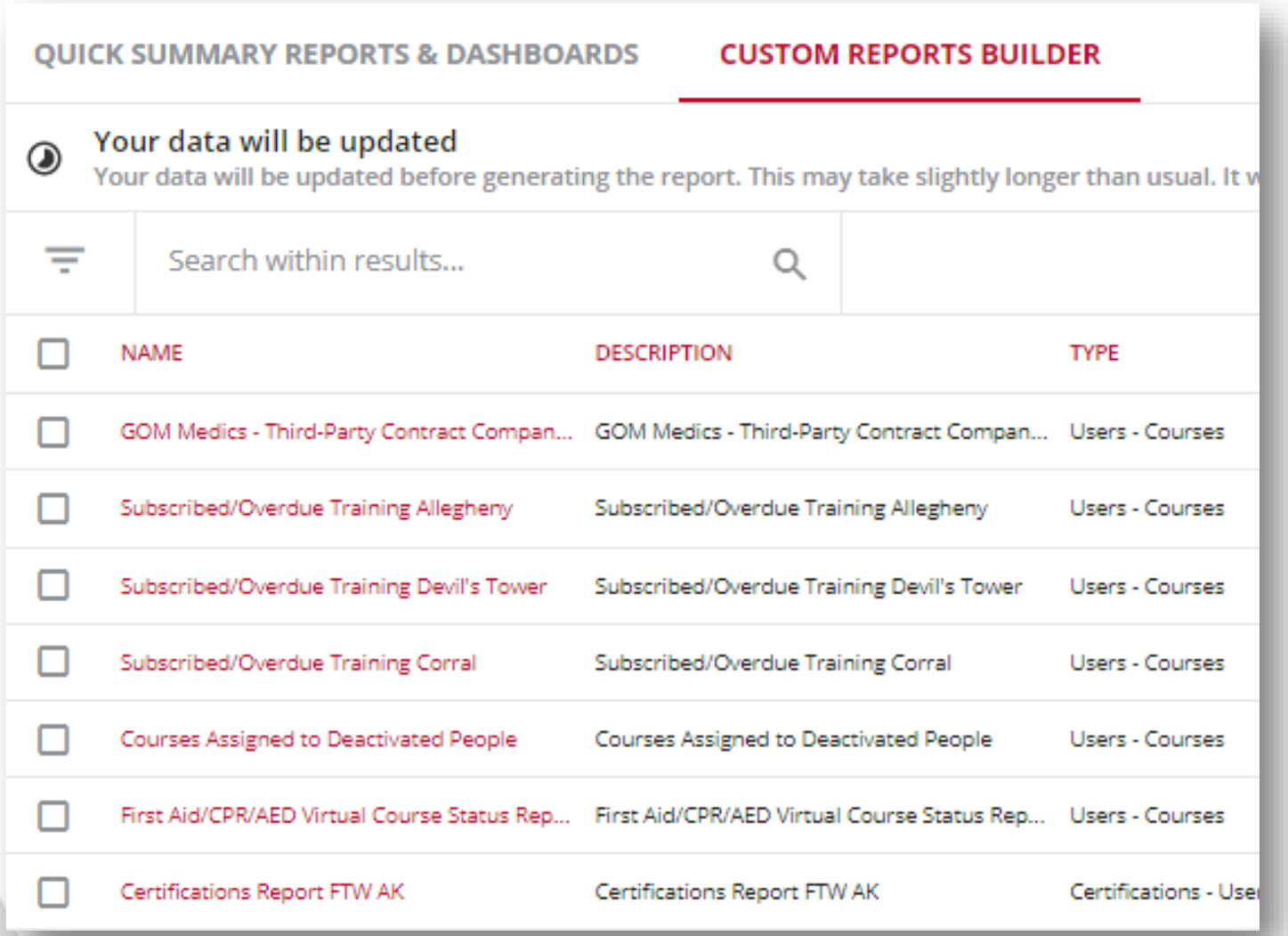
Eni LMS Course Offerings Breakdown: E-Learning and ILT







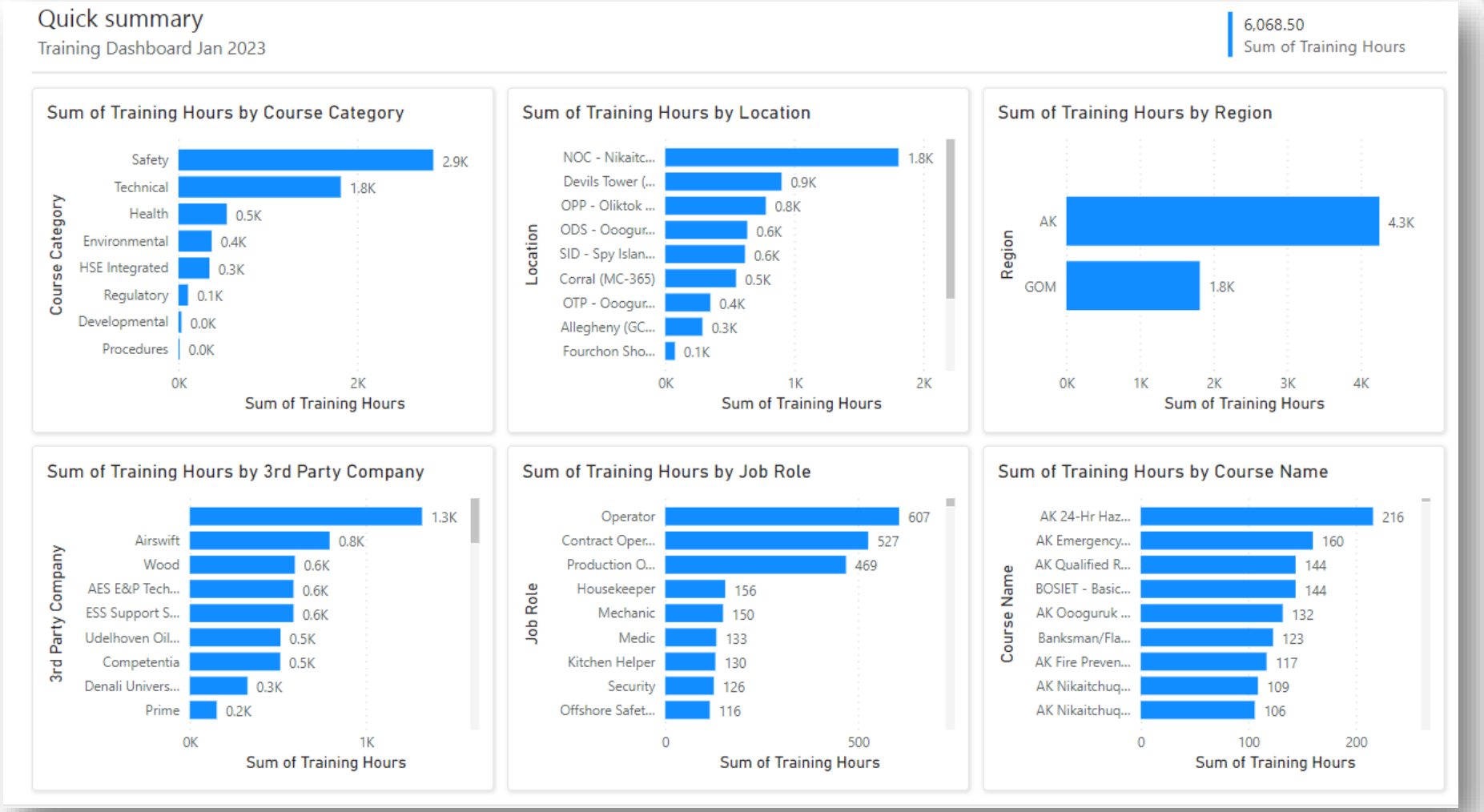
Training Reports



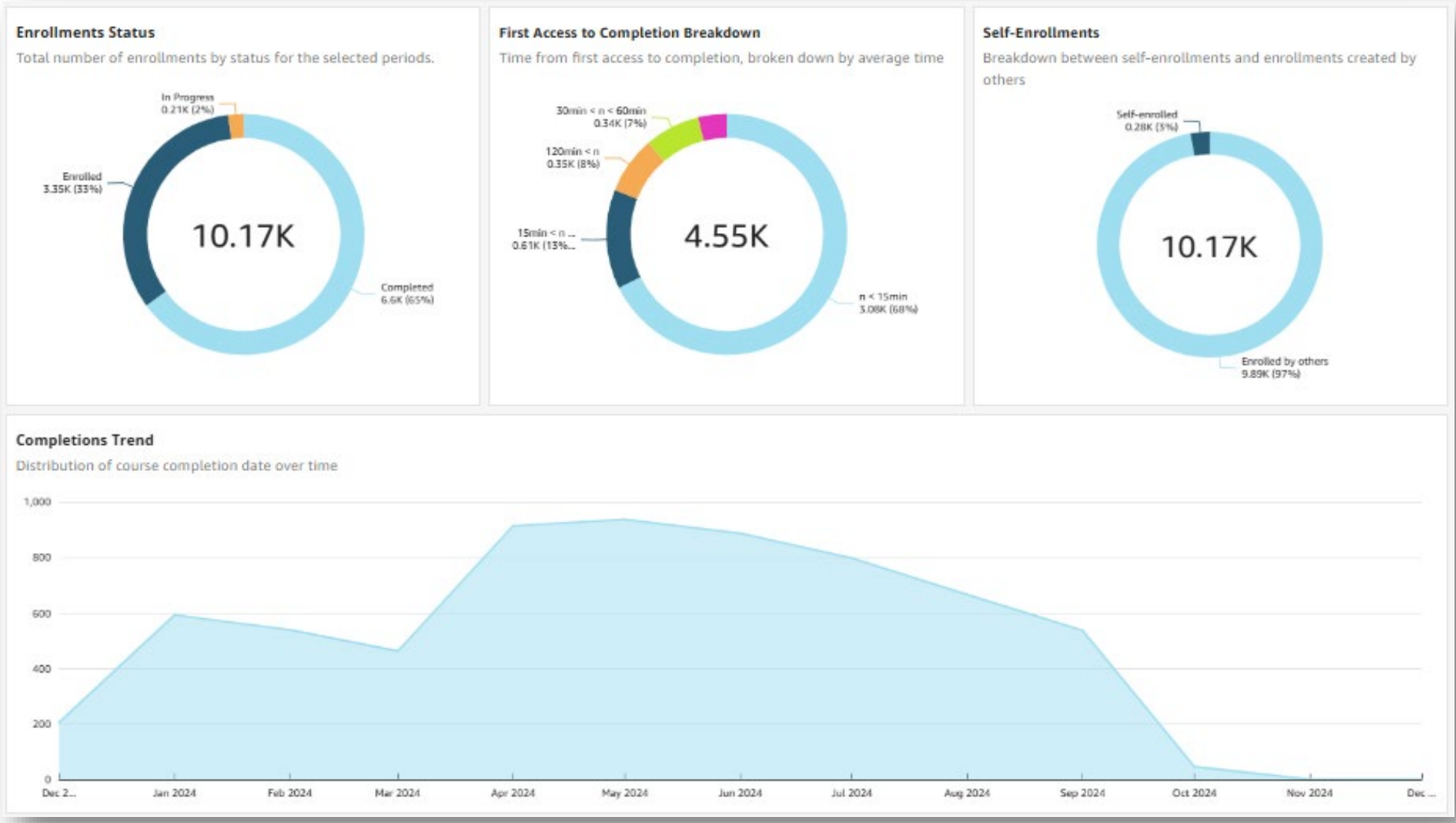
- *Training has 270 reports to track data*
- *LMS emails needed reports to supervisors*
- Reports are built as needed
- We analyze learning data in dashboards to spot trends and gaps; work on gaps.

Training Dashboard

Training data is exported into Microsoft Business Intelligence (BI) Reports dashboard where data can be drilled down and analyzed.



Docebo Enrollment and Completion Stats Dashboard



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Eni Training Builds First in World API/OSHA/ASME/OPITO-Approved Lifting & Rigging Course

- Eni utilizes **API** and **OPITO-approved** training centers that provide blended learning, such as Basic Offshore Safety Induction and Emergency Training (BOSIET) with 1-day assessment.

- Eni partnered with an **API/OSHA/ASME/OPITO-approved** training center to create hybrid course **Eni Lifting Appointed Person (Person in Charge) training** to meet an international training standard.

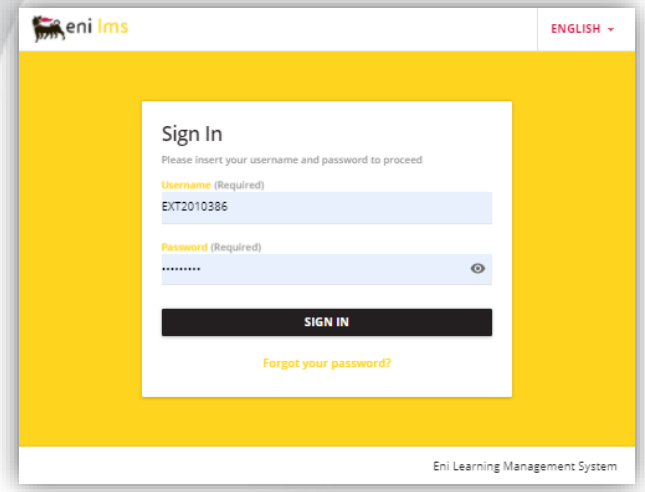
API American Petroleum Institute

ASME SETTING THE STANDARD

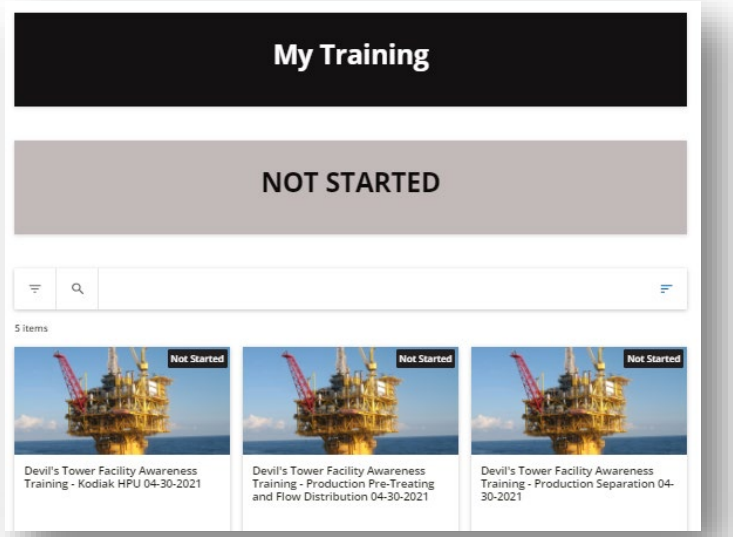
OSHA Occupational Safety and Health Administration

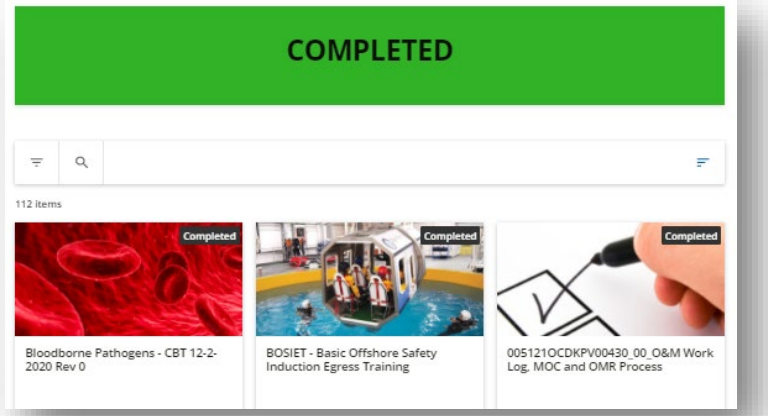
OPITO OFFSHORE PETROLEUM INDUSTRY TRAINING ORGANIZATION

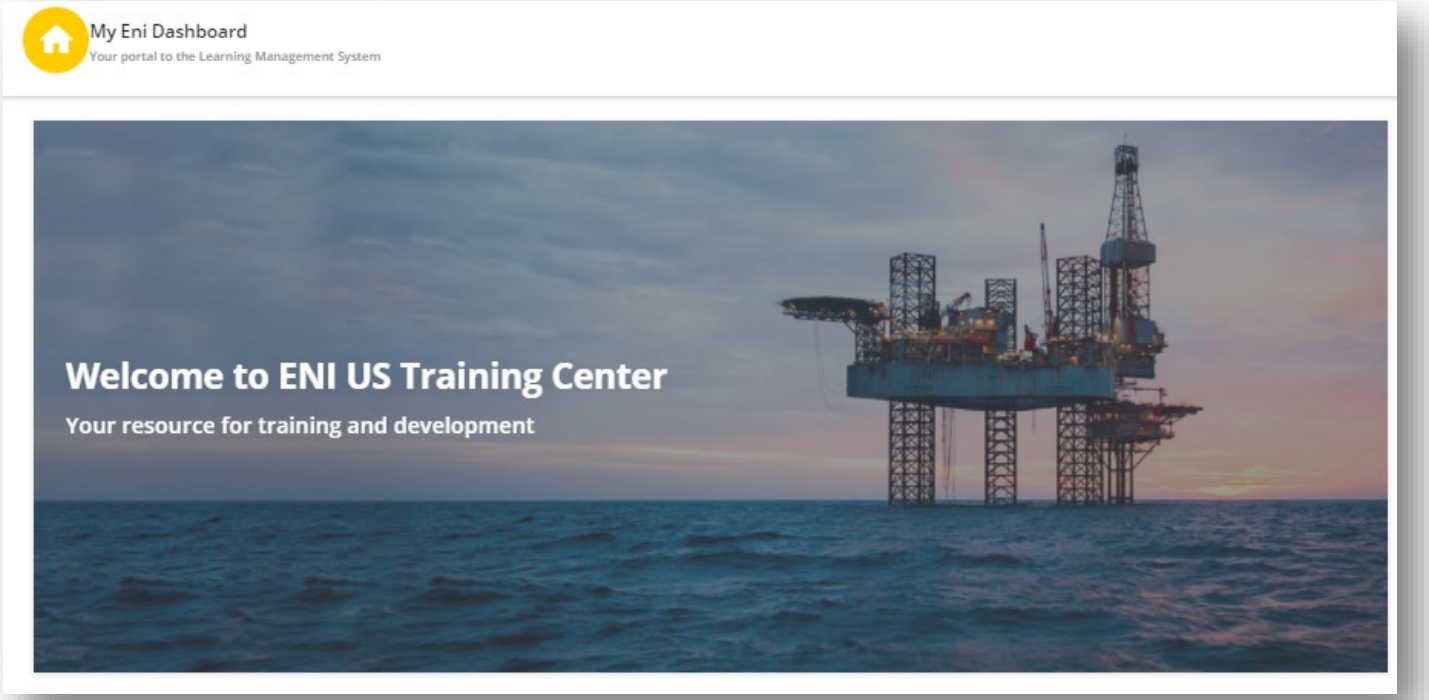
Eni Learning Management System Training Management: Learner Dashboard



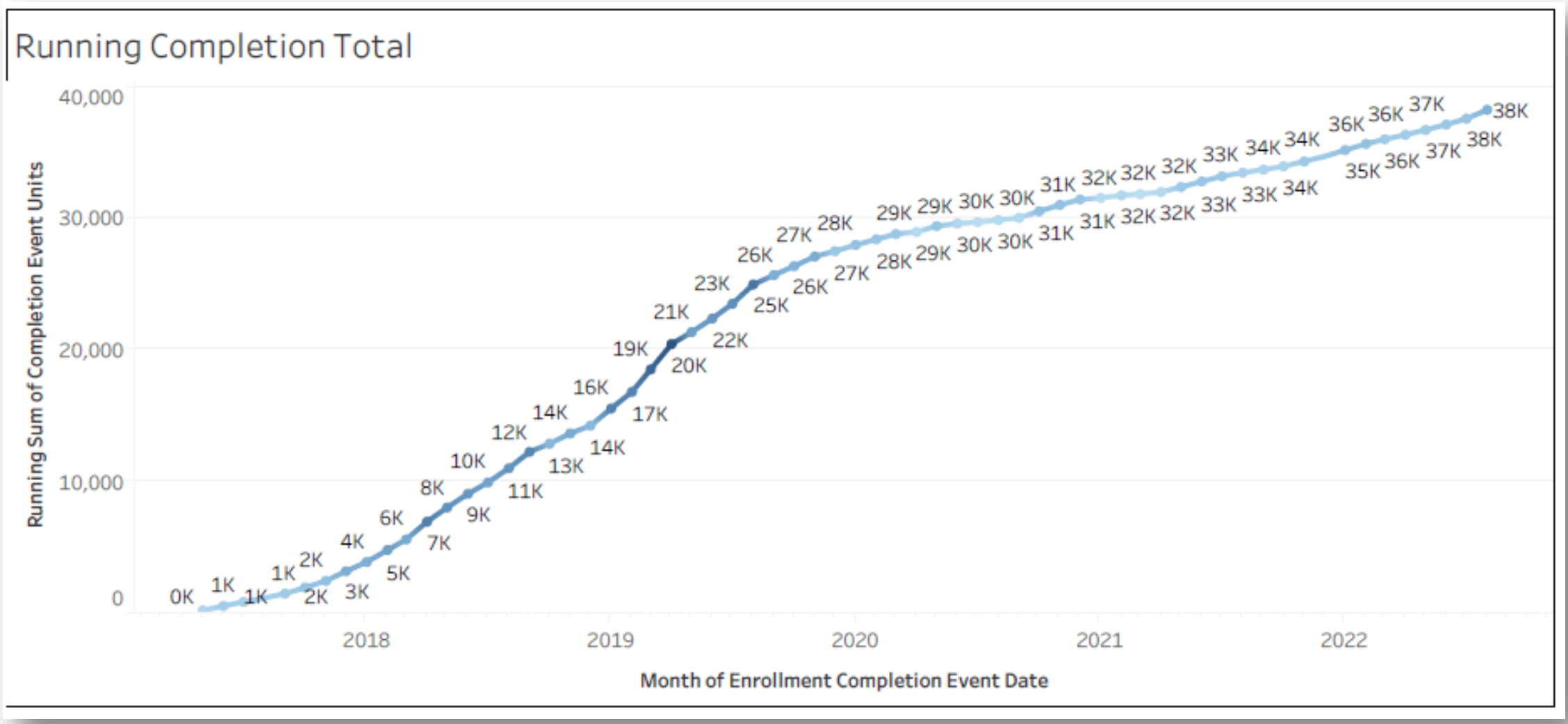
- Log in is easy.
- Learners can reset their own password
- Access through any Internet connected device



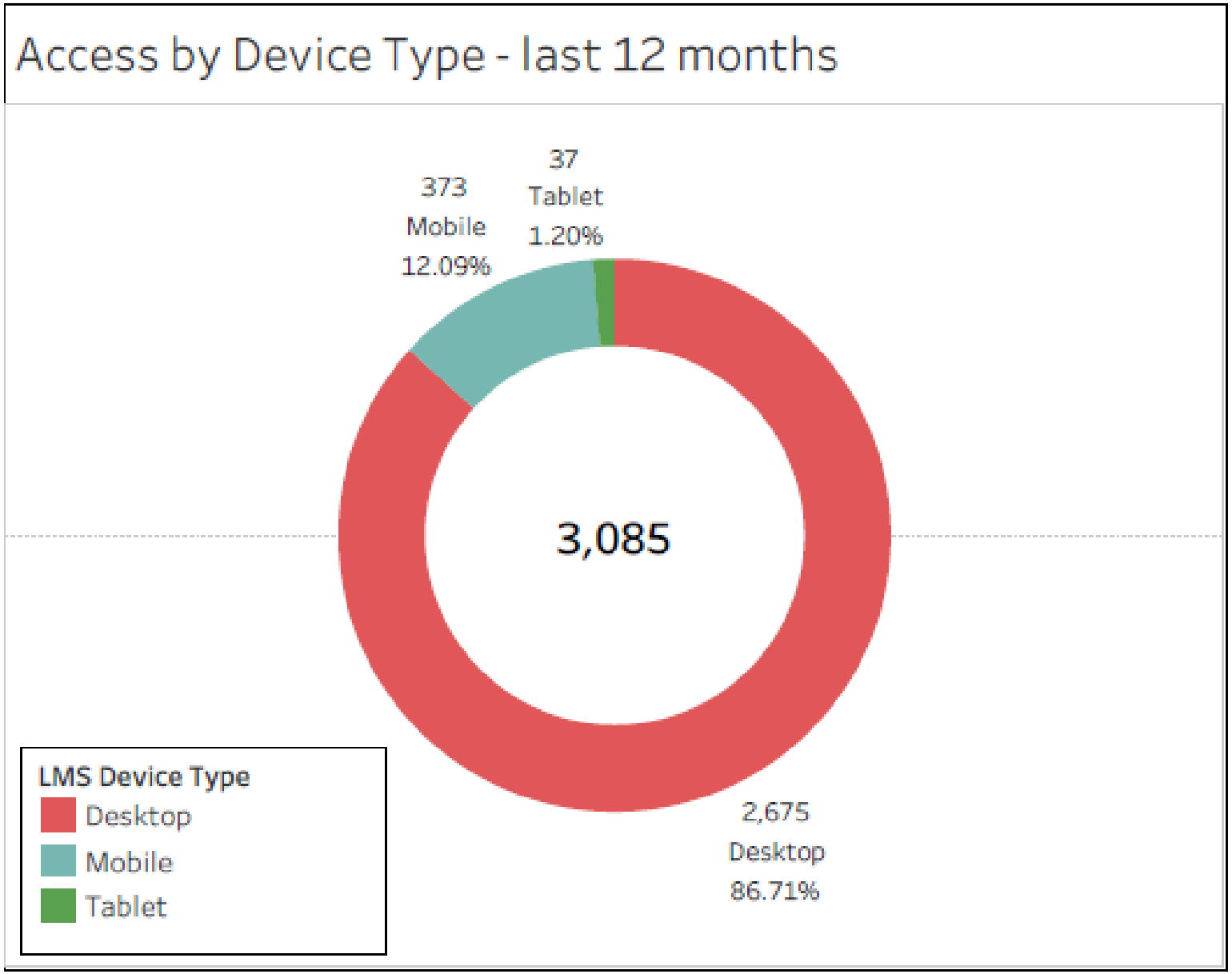




Completion Stats Since LMS Launch

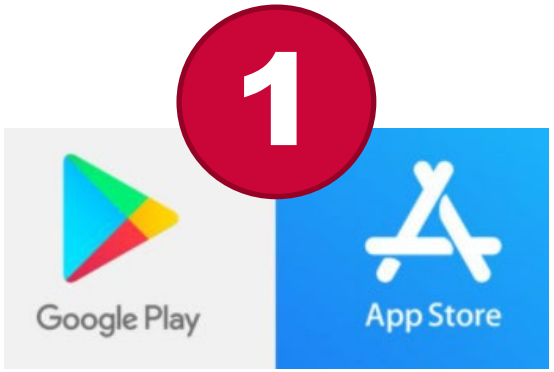


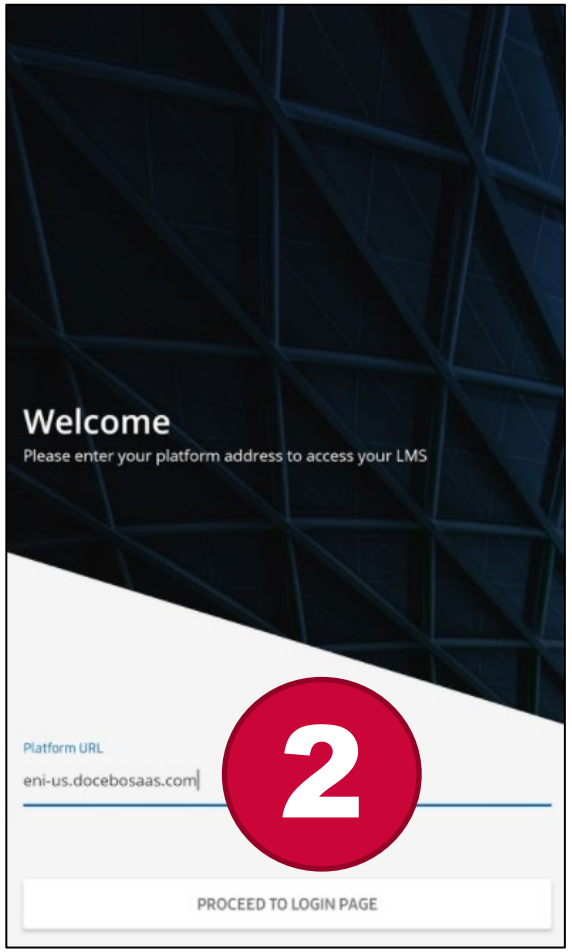
Access by Device Statistics for the Last 12 Months

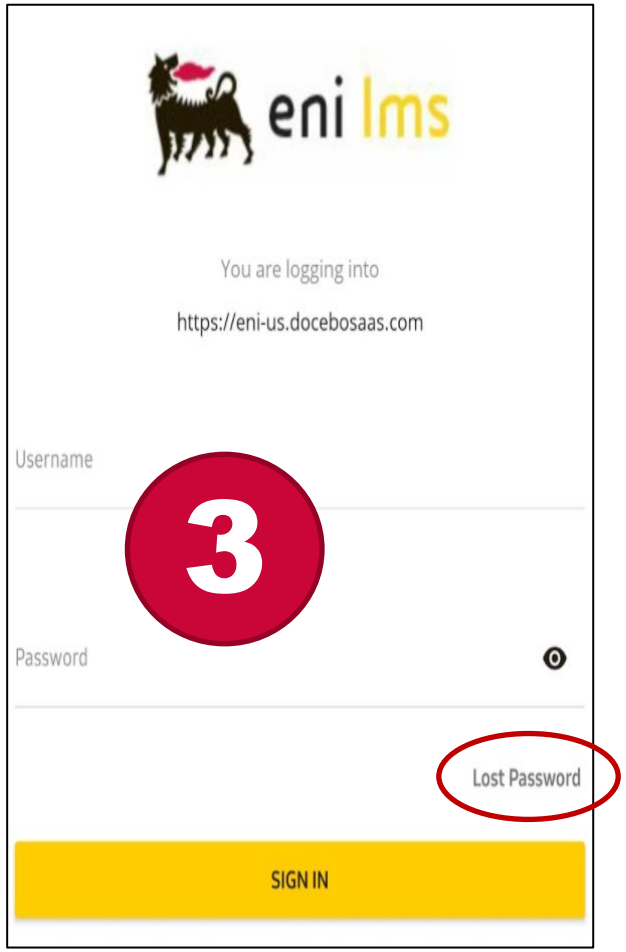


Go Learn Mobile Application

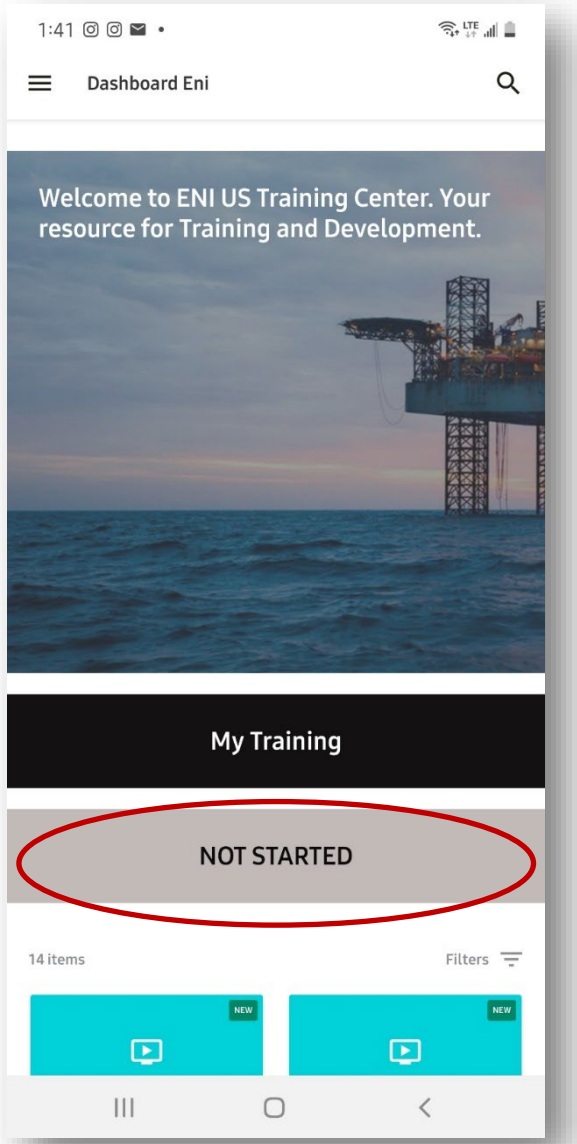
1) Download the app by searching for "**Go Learn**" in the Apple App Store or in Google Play Store; 2) After install, enter platform URL: **eni-us.docebosaas.com**; 3) Enter LMS user name and password. *There is even a lost password link.* Email for *OperationsTraining@eni.com* if you do not have a password

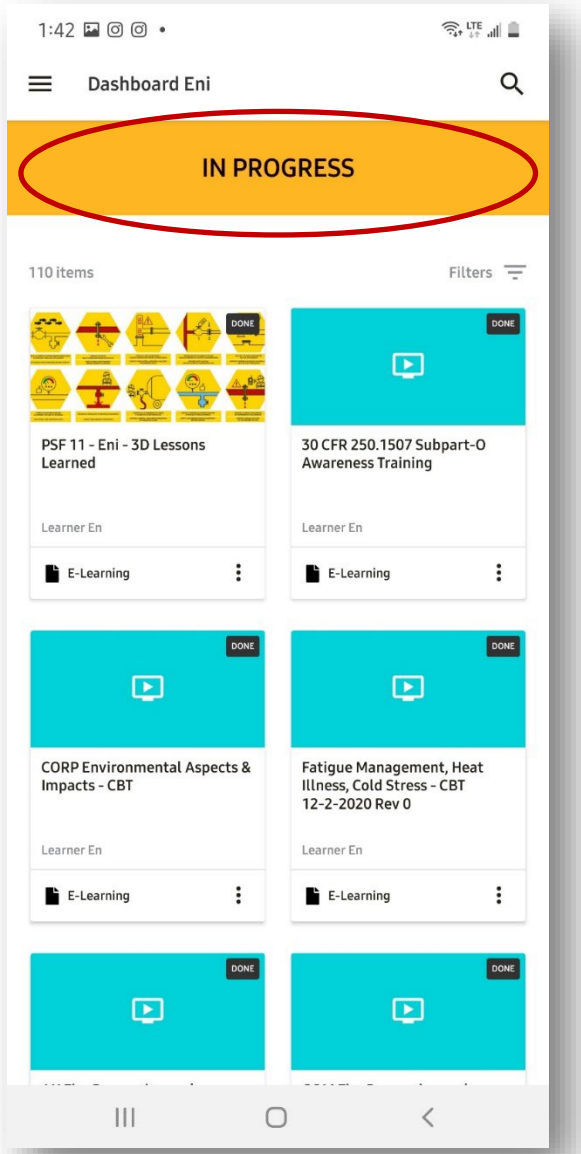


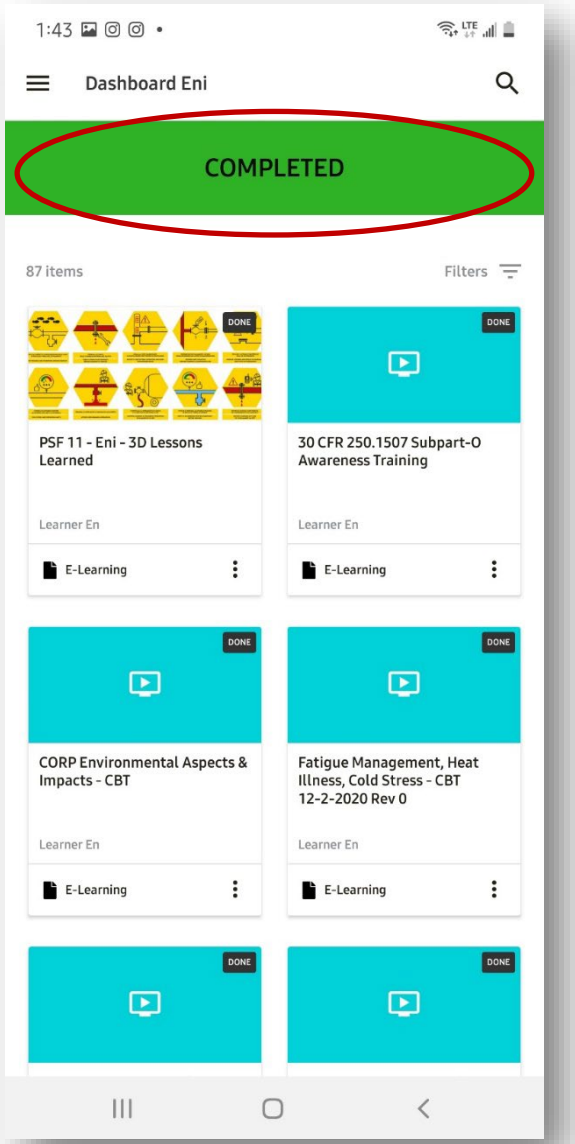




Mobile Application Dashboard

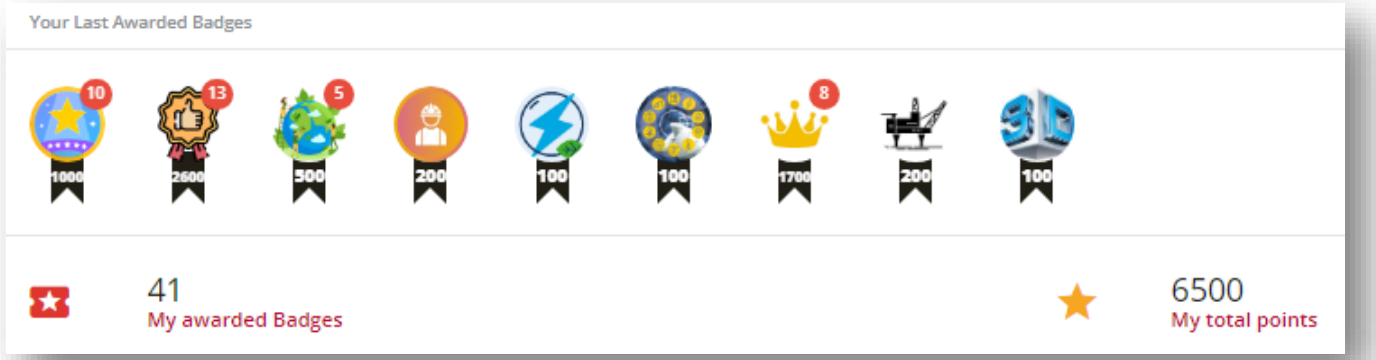


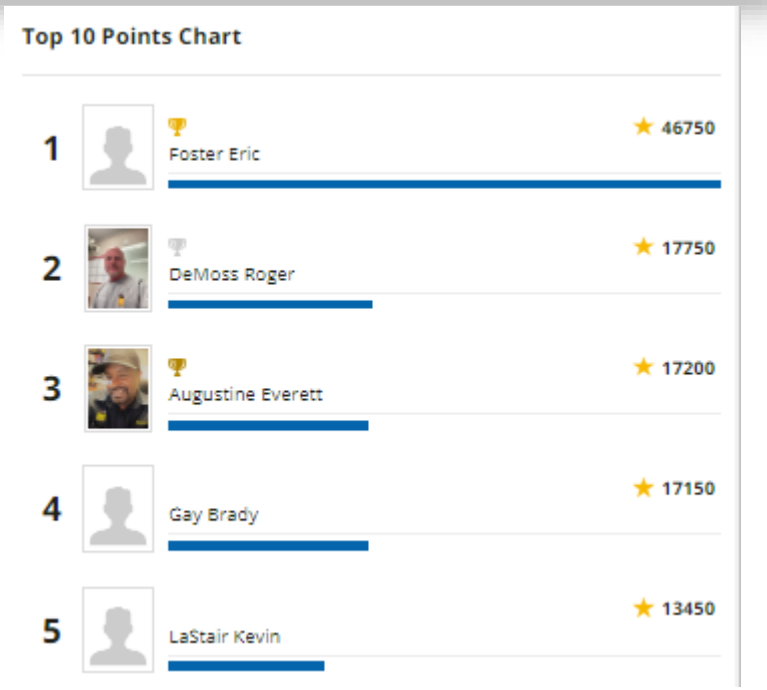


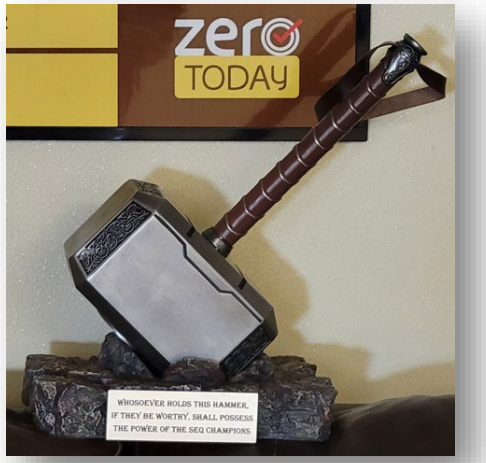


Increasing Learner Engagement Through Gamification in the LMS

- *Badges*
- *Leaderboards*
- *Challenge #1: Process Safety Fundamental course completion; Winners: Corral (GOM), Oooguruk (AK)*
- *Challenge #2 – Winners: Corral (GOM), OPP (AK)*





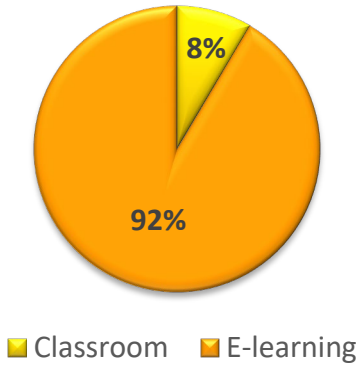


eni lms

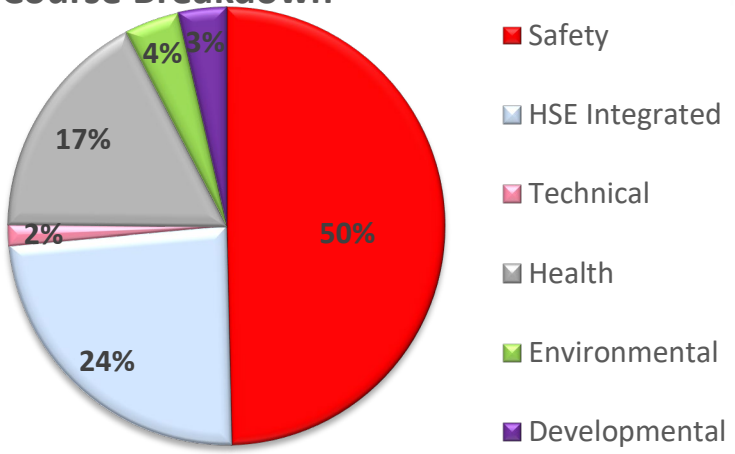
Operations Training 2023 Wrap Up

- Eni utilizes Docebo Learning Management System (LMS) and its mobile app to deliver e-learning.
- Eni utilizes third-party **API** and **OPITO-approved** training providers.
- Eni partnered with an **API/OSHA/ASME/OPITO-approved** training center to create a hybrid course **Eni Lifting Appointed Person (Person in Charge) training** to meet an international training standard.

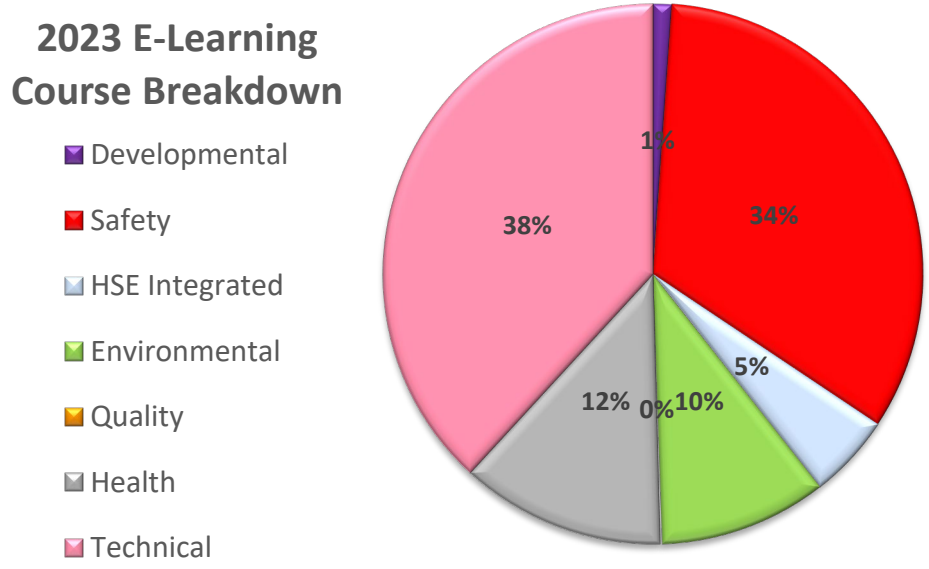
2023 E-learning and In-Person Course Breakdown



2023 Instructor-Led Course Breakdown



2023 E-Learning Course Breakdown



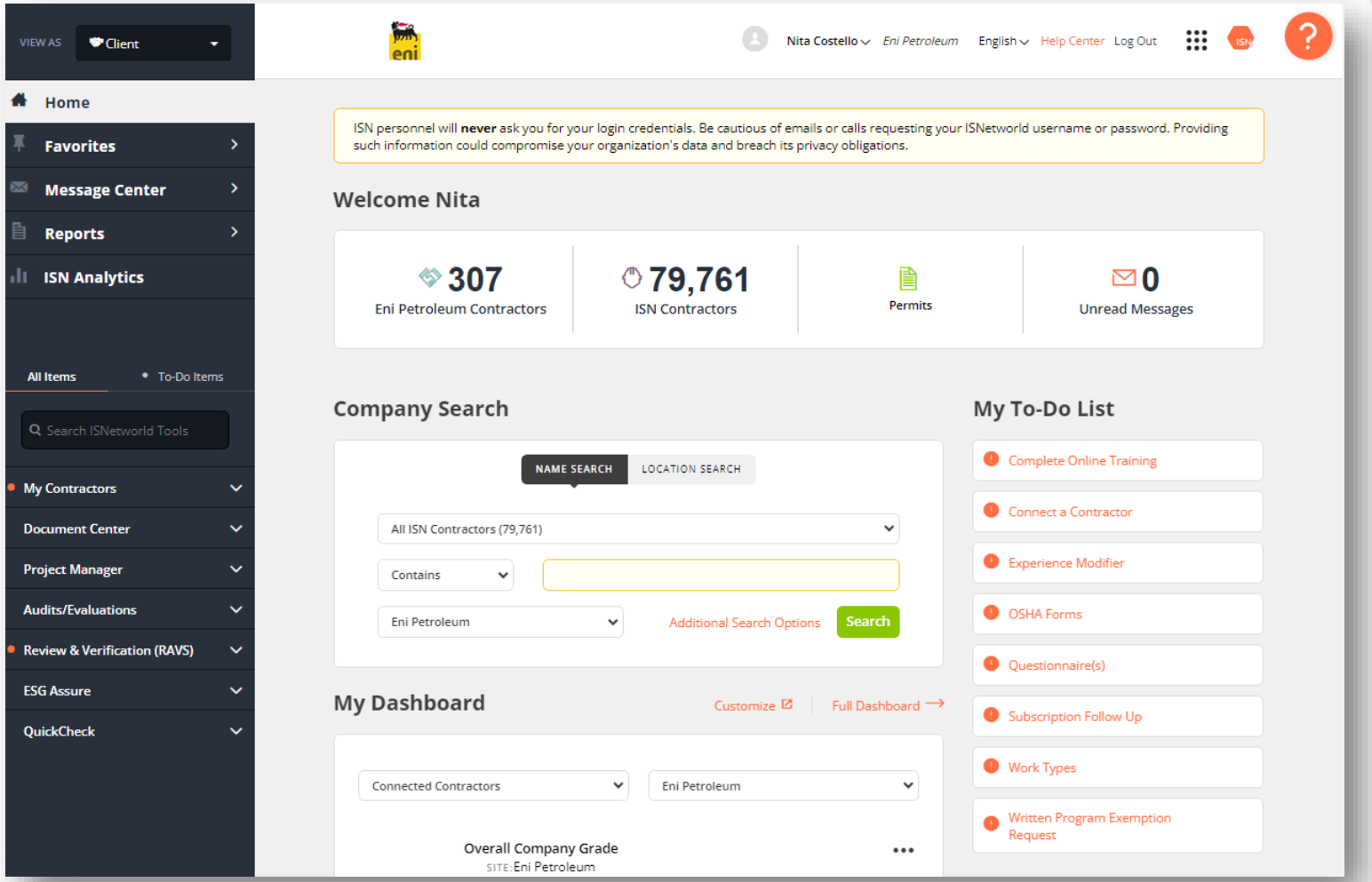
GOM Personnel Assignment, Deployment, Training Verification, and Record Gathering Workflows

ISN	Helipass	Eni Operations Training LMS	Contractor/ Subcontractor	Milan LIS

- **ISN database**: Houses industry personnel training as they move company to company.
- **Helipass personnel transport database**: Houses essential list of training needed to fly offshore (BOSIET, Fit to Work, Rigger, Crane, PSST-T2, etc.) Red and green status is imported from ISN.
- **Eni Operations training learning management system:** Houses training done through operations training department, and essential contractor training.
- **Contractor/subcontractor training databases**: Houses training done through contracting and subcontracting companies.
- **Eni Milan Lifting Information System (LIS)**: Houses all training concerning lifts (crane operator, rigging, forklift, overhead crane, loft controller, banksman, appointed person in charge, etc).
- *Operations Training pulls and pushes training data to/from all databases.*

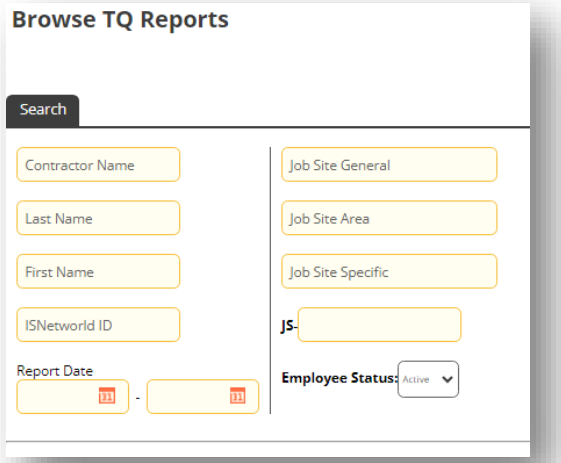
ISN Industry Training Records Repository – Back Up to Eni LMS

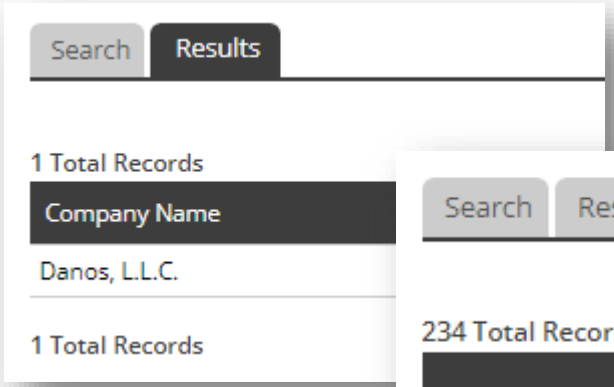
- *Gives Eni access to:*
  - *contractor companies*
  - *contractor points of contact*
  - *contractor personnel assigned to Eni projects*
  - *Training assignments and training completion status by contractor name (as outlined in Eni training matrix)*

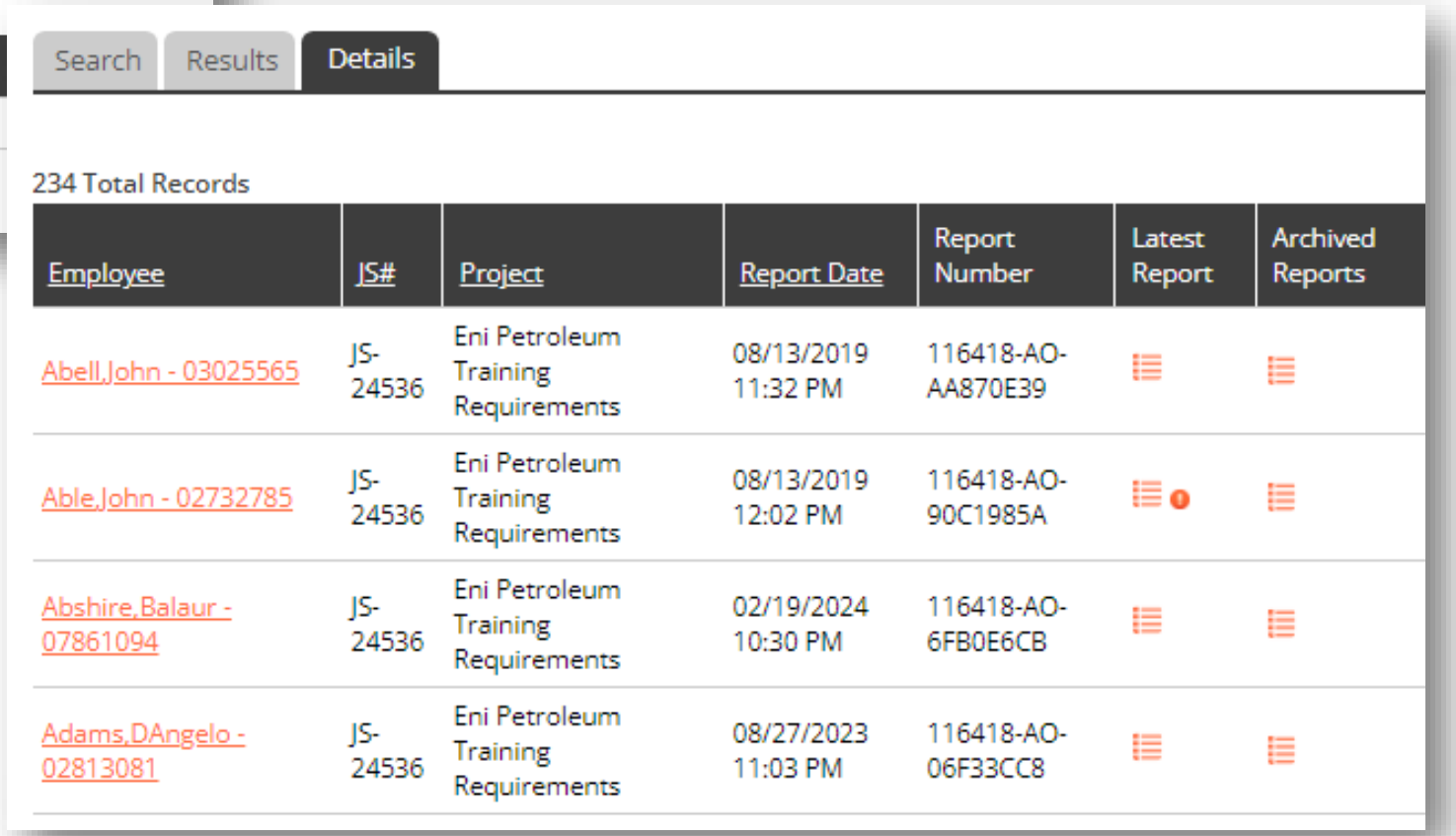


Eni US Operating Co. Inc.

Accessing ISN Total Qualification Reports / Training Records







- *Total Qualification (TQ):*
- *Green/pass status indicates that all required training per role is complete*
- *Red status/no pass status indicates training for that role is not complete*
- *Red/green status is ported thru to Helipass personnel transport system*

ISN Total Qualification Reports and Training Records

1

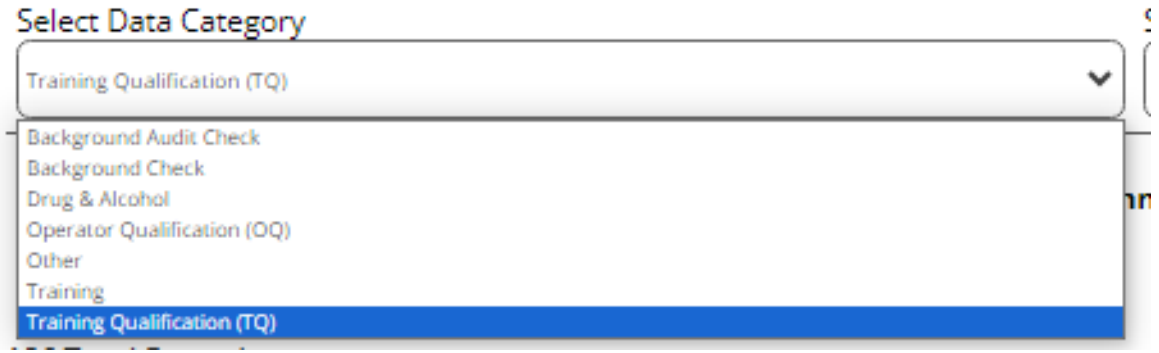
- Reports are run to identify training due/needed

2

- Training is coordinated and person is trained (in person or e-learning)

3

- Completion data is sent to ISN from LMSs or entered manually by admins



186 Total Records

Page 1 2 3 4 5 6 7 8 9 10 13

Company Name	Qualification Name	Date	Status	Documents
Danos, L.L.C.	GNV 004 - Confined Space Attendant (OSHA 1910.146)	01/02/2024	Pass	0
Danos, L.L.C.	GNV 005 - Confined Space Entrant (OSHA 1910.146)	01/02/2024	Pass	0
Danos, L.L.C.	GNV 136 - Confined Space Entry - Attendant, Entrant and/or Rescue (29 CFR 1910.146 26 CFR 1926 Subpart AA (as applicable))	01/02/2024	Pass	0
Danos, L.L.C.	GNV 012 - First Aid / CPR / AED / BBP	12/28/2023	Pass	0
Danos, L.L.C.	GNV 122 - First Aid (OSHA 1910.151 & 1926.50) / Blood Borne Pathogens Awareness (OSHA 1910.1030)	12/28/2023	Pass	0
Danos, L.L.C.	GNV 555 - Structural Welder Certification	12/01/2023	Pass	0
Danos, L.L.C.	Offshore JT131 - Welder - Structural - Skills/Knowledge Verification	11/15/2023	Pass	0
Danos, L.L.C.	Offshore JT128 - Welder - Confined Space - Skills/Knowledge Verification	11/15/2023	Pass	0
Danos, L.L.C.	Offshore JT129 - Welder - Helper - Skills/Knowledge Verification	11/15/2023	Pass	0
Danos, L.L.C.	Offshore JT130 - Welder - Piping/Vessel - Skills/Knowledge Verification	11/15/2023	Pass	0

Training Audit Results Past (Yellow) Versus Current State (Green)

Questions?