



## TAQA Offshore B.V. – OFFSHORE TRAINING INSTRUCTIONS

### 1. MINIMUM REQUIREMENTS

- 1.1 For every person working on a TAQA worksite, completing the training requirements below is mandatory.
- 1.2 Please find all minimum training requirements below. We kindly ask you to read them carefully and ensure all personnel working at a TAQA worksite has completed them.

	VCA or MIST <sup>1</sup>	VCA VOL <sup>1</sup>	Medical	BOSIET NOGEP A 0.5 and CA EBS	H <sub>2</sub> S NOGEP A 0.8	TAQA Welcome <sup>2</sup> incl. ESR certificate	HSELife <sup>3</sup> Induction Offshore	HSELife <sup>3</sup> PTW/TRA/ LMRA
<b>All visitors and workers</b>	x	-	x	x	x <sup>4</sup>	x	x	x
<b>Supervised<sup>5</sup> work &lt;8 hours</b>	x	-	x	x	x <sup>4</sup>	x	-	-
<b>Supervisors working offshore</b>	-	x	x	x	x <sup>4</sup>	x	x	x

Description	Validity
HSE Life Interactive Induction Onshore	<b>2 years</b>
HSE Life Permit to Work (PtW)	<b>2 years</b>
HSE Life Last Minute Risk Analysis (LMRA)	<b>2 years</b>
HSE Life Task Risk Analysis (TRA)	<b>2 years</b>
TAQA Specific Induction	<b>2 years</b>

- 1.3 Within TAQA Energy B.V. Melinda Kok ([Melinda.Kok@taqaglobal.com](mailto:Melinda.Kok@taqaglobal.com)) can be contacted if there are any questions regarding the minimum training requirements.

<sup>1</sup> Not required for individuals with a professional safety diploma (MVK/HVK/MOSHE)

<sup>2</sup> To be found on <http://www.taqaspecifiek.nl>, select on- or offshore, location and staff or contractor

<sup>3</sup> To be found on <http://www.hselifenl.com>. Note: Element NL equivalent NOGEP A HSE is also accepted.

<sup>4</sup> Not required for satellite visits for personnel that are transported directly from shore (or other non H2S site)

<sup>5</sup> Supervised work, means an individual that has had the required induction and shall be supervised throughout the work, with a maximum of 8 hours



## 2. OFFSHORE TRAVEL INFORMATION OF LOGISTICS DEPARTMENT

- 2.1 All Personnel details (Surname and Vantage ID) must be submitted to the logistics Department ([logistics.nl@taqaglobal.com](mailto:logistics.nl@taqaglobal.com)) at least 28 days prior execution. The logistics department will check and verify if all personnel requirements are met.
- 2.2 Personnel traveling offshore will receive their flight details approximately a week prior departure from our logistics department. They require a valid passport and a PSL (Personal Safety Logbook). See for more info: [Helicopter passenger information](#).

## 3. REGISTRATION HSELIFE

Below are the instructions on how to create your own account. See: <https://hselifenl.com/en/become-a-member/>

### 3.1 Contractor

If you work at or for a Contractor who wants to have work carried out by you at one of the NOGEPA member companies, the following steps are important:

- a. **Before you register:** Check the [focal point list](#) to see if your organization is listed. If so, please contact the Focal Point. Your login details, to get access to HSElife NL will be sent to you by the Focal Point in question.
- b. If not, please fill in the [registration form](#) and send it to [support@thewatgroup.com](mailto:support@thewatgroup.com)

### 3.2 Self-Employed (ZZP'er)

If you are a self-employed person and work through a Contractor or directly for one of the NOGEPA member companies, the following steps are important:

- a. You are self-employed and you are going to work directly for TAQA: contact Melinda Kok. Your login details, to get access to HSElife NL, will be sent to you by the Focal Point in question.
- b. You are self-employed (ZZP'er) and you are going to work through a Contractor or Temporary Employment Agency: please contact the [focal point list](#) of the concerning Contractor or Temporary Employment Agency. Your login details, to get access to HSElife NL, will be sent to you by the Focal Point in question.

## 4. TRAINING

- 4.1 You can start the training via the link; <https://www.taqaspecifiek.nl/>
- 4.2 Please click on the button below to go to TAQA Training Locator which enables you to get an overview of required training certifications based on your role and/or location that you will be working at.





- 4.3 To find training required for work at TAQA location, please select first the type of your work location below:
- 4.4 Via the buttons below you can select “CONTRACTOR” or “TAQA Staff”. Please check both buttons to see what is applicable for your job on the location where you are working.
- 4.5 Based on your selection, following training modules are required for you to be able to work at TAQA location. Click on each individual module to access the training. Please, take note of additional requirements.
- 4.6 Please make the test. The preferred browser is Google Chrome because if you’re logged in to HSElife LARS (Learning and Registration System) the result is automatically registered when in Chrome. (other browsers such as Edge and Explorer will not work)



You are allowed 2 wrong answers and you will still pass the test. However, if 3 or more of your answers are incorrect you will fail and you will have to take the test again. Once you have passed the test, you can print out a certificate,

**5. OPTIONAL EVISION PERMIT TO WORK**

- 5.1 If you must use the Permit to Work during your visit to TAQA location, you must complete the E-Vision Permit to Work training.

