



Incident Reporting and Classification

Guideline

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About this Guideline

Purpose

The purpose of this guideline is to support the implementation of the [Incident Reporting and Investigation Procedure](#), and assist with accurate and consistent reporting, classification and recording of HSE incidents

Scope

This Guideline applies to persons and entities working for or on behalf of INPEX Australia (Company).

1. INCIDENT CLASSIFICATION

1.1 Occupational Health, Safety, Environment, Quality, Security and Asset/ Equipment Incident & Near Miss

	Incident	Near Miss
Definition	Unplanned or uncontrolled occurrence that has adversely harmed, affected or threatened the health, safety, quality, security, environment and/ or Company assets.	Unplanned or uncontrolled occurrence that has the potential to adversely harm, affect or threaten the health, safety, quality, security, environment and/ or Company assets. Examples include: - A dropped object outside of a designated exclusion zone and/ or absence of a barrier, - Electrical isolation applied to the wrong equipment or equipment being worked on was found live with no actual injury.
Level of Investigation Required	Major: - Incidents with an actual severity level of A, B, C or D and a potential consequence level of A, B or C on the Company Risk Matrix (0000-A0-TPL-60003). - Please refer to Section 1.5 High Potential (HIPO) Classification for further guidance. - Environmental incidents with a Potential severity level of D Minor: - Incidents with an actual severity level of E and potential severity level of D (excluding Environmental incidents) assessed using the Company Risk Matrix. No Investigation (report only) – Investigation by exception: - Incidents with an actual severity level of F and a potential severity level of E or F on the Company Risk Matrix.	Major: - Near misses with a potential severity level of A, B or C assessed using the Company Risk Matrix are referred to as High Potential (HIPO) Near Misses. - Please refer to Section 1.5 High Potential (HIPO) Classification for further guidance. Minor: - Near misses with a potential severity level of D assessed using the Company Risk Matrix. No Investigation (report only) – Investigation by exception: - Near misses with a potential severity level of E or F on the Company Risk Matrix.
Changes to Investigation Levels	The Location Manager is responsible for approving the initial incident classification. The Investigation Sponsor shall approve the final incident classification. If an injury initially classified as a 'No Investigation (report only)' incident is later escalated, the Investigation Sponsor shall review the circumstances and determine the appropriate level of investigation, considering the severity of the escalated situation. The HSE General Manager and/ or relevant HSEQ Manager shall approve requests to downgrade (from Major to Minor) or upgrade (from Minor to Major) any incident classifications.	
Reporting Requirements	Refer to Incident Reporting and Investigation Procedure for the Investigation Team roles and responsibilities. For incidents and near misses related to Quality defects / non-conformances, also refer to Quality Investigation and Non-Conformance Procedure.	

1.2 Process Safety Incident

Definition	An incident that resulted in any of the following: • a Tier 1 - 4 Loss of Containment (LoC) from the process as per Section 7.1 Process Safety Loss of Containment Reporting Threshold. • Process Safety Tier 3 (non-LOC): • A demand on safety system, • An excursion outside of safe operating limits, • Failure of process Safety Critical Element including damage, • Failure of non-process Safety Critical Element including damage, and • Primary containment envelope inspection or test results outside acceptable limits. • Process Safety Tier 4 (non-LOC): • Failure of operating discipline or management system with the potential to cause process safety impact.
Level of Investigation Required	Major: • Process Safety Tier 1 or 2¹ Loss of Containment (LoC). Minor: • Process Safety Tier 3 Loss of Containment, • Process Safety Tier 3 (non-LOC) ² NOTE: Any person may request the escalation of a Tier 3 incident to a major investigation based on the potential consequences. Approval is required from the Location Manager, HSE Manager or Process Safety Manager (or delegates). No Investigation (report only): • Process Safety Tier 4 LOC Decision Required: • All Tier 4 (non-LOC) incidents shall be reviewed by the Location Manager or Site HSE Advisor (or delegate) to determine: ◦ whether an investigation is required, and ◦ the appropriate level of investigation NOTE: Process Safety Tier 4 (non-LOC) incidents and associated investigations identify “weak signals” and provide significant potential for improving management systems and operational discipline.
Reporting Requirements	Refer to Incident Reporting and Investigation Procedure for the Investigation Team roles, responsibilities and timeframes.

Note¹ – Tier 2 LOC from utility systems may have a minor investigation, with endorsement from the Process Safety TA1 and approval from Sponsor.

Note² – Process Safety Tier 3 (non-LOC) incidents involving primary containment envelope inspection or test results outside acceptable limits related to corrosion under insulation classified as Category D and E are report only and do not require investigation. Please refer to the [Piping Damage Assessment Form Guideline](#).

1.3 Determining Actual and Potential Consequence

All occupational safety incidents and near misses must be assessed using the Company Risk Matrix.

Process Safety incidents are classified as Tier 1-4 (i.e. not classified by using the risk matrix actual and potential severity level). Refer to Section 7: CLASSIFICATION OF PROCESS SAFETY INCIDENT for further details.

The actual severity level may be apparent immediately post-incident or gradually over time (e.g. escalating injuries, onset of illness, environmental damage). The actual severity must be determined for every incident. There must also be an associated assessment of the potential severity level for all incidents and near misses.

Steps to determine actual/potential consequence.

1. Consider the maximum potential severity level, without barriers, of the incident across all relevant consequences using the Company Risk Matrix.
2. Identify barriers present during the incident.
3. For each relevant consequence type, assess existing barriers.
 - a. If there is only 1 barrier, then the potential severity level is assessed assuming this barrier may fail.
 - b. If 2 or more barriers exist, evaluate if the severity level remains credible even if one fails (i.e., if one were to fail, there is still at least one barrier remaining). Consider if a lesser severity level or consequence may be credible instead.
4. Determine the highest credible consequence severity level of the incident out of all relevant impact types.

Barriers are defined as independent, effective controls against consequences. PPE and linked controls (e.g., fall restraint equipment and fall arrest devices) typically count as a single barrier. Barriers may include preventive (e.g., fall restraint, "test-for-dead", IP2X terminals) or mitigating (e.g., fall arrest) controls.

Potential severity level must be equal to or higher than the actual severity level of a consequence.

1.4 Multiple Impact Scenarios

If an incident has multiple impacts or consequences, the primary classification shall default to that which has the greatest actual or potential severity.

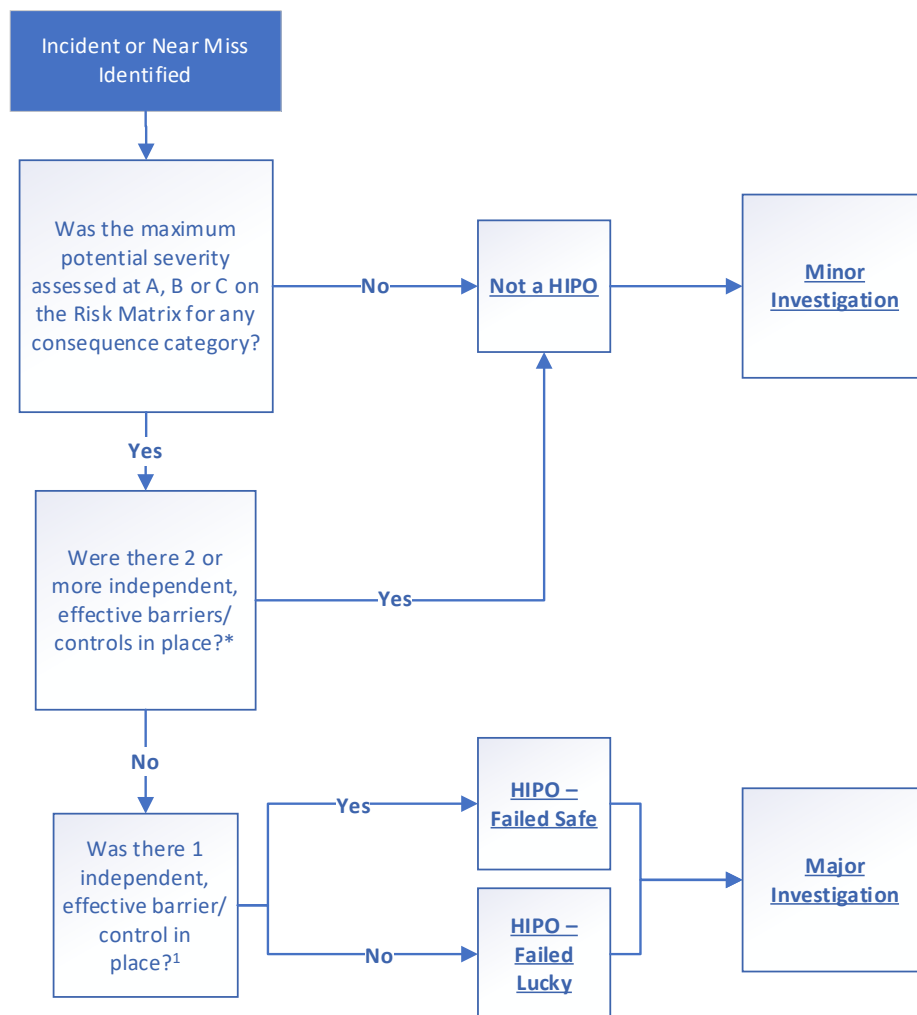
Where there are multiple high severity impact consequences involved, discuss with the HSE General Manager to determine the classification.

1.5 High Potential (HIPO) Classification

An unplanned or uncontrolled occurrence that has the potential to adversely harm, affect or threaten the health, safety, security, environment and/ or Company assets and has a potential consequence severity level of A, B or C on the Company Risk Matrix will be classified as High Potential and one that has either:

- **Failed lucky:** the routine action, or planned/ designed barrier failed to work as intended; or
- **Failed safe:** the routine action, or planned/ designed barrier worked as intended.

Figure 1: High Potential Classification Decision Tree



*Consult the relevant Technical Authorities by referring to the [Technical Authority Register](#) or subject matter experts who understand the job task/ incident, and relevant operating environment when determining the maximum consequence severity level and the effectiveness and independence of barriers

1.6 Determining Life-Saving Rule Classification

Incidents and near misses that involve or are related to any of the following nine (9) Life-Saving Rule categories, must be classified accordingly in the Incident Management System:

- Bypassing Safety Controls
- Confined Space
- Driving
- Energy Isolation
- Hot Work
- Line of Fire
- Safe Mechanical Lifting
- Work Authorisation
- Working at Height

The Life-Saving Rules are focused on actions within an individual's control, the specific actions within each Life-Saving Rule category should be selected if they were breached or absent for the incident or near miss.

If a Life-Saving Rule has been challenged or not complied with, but there is no specific action that can be selected, yet the non-compliance may lead to harm then the general Life-Saving Rule category should be selected.

If a Life-Saving Rule is not followed, the investigation team must determine the reason for the human behaviour/s or error/s to learn and improve workplace conditions, whether it resulted in undesirable consequences or not through Human Factors Analysis.

If the incident or near miss does not involve a Life-Saving Rule at all then for reporting purposes it should be classified as 'Not Applicable' or the applicable Process Safety Fundamental (as per section 1.7).

For further guidance, please refer to LIFE-SAVING RULE CATEGORIES AND ACTIONS.

1.7 Determining Process Safety Fundamental Classification

Incidents or near misses that involve or are related to any of the following ten (10) Process Safety Fundamentals (PSF) categories, must be classified accordingly within the Incident Management System:

1. We respect hazards
2. We apply procedure
3. We sustain barriers
4. We stay within operating limits
5. We maintain safe isolation
6. We walk the line
7. We control ignition sources
8. We recognise change
9. We stop if the unexpected occurs
10. We watch for weak signals

For each PSF identified, the incident must also be classified based on the manner of detection, as either Positive (Proactive) or Negative (Reactive), as defined below:

- Positive (Proactive) Detection: A finding that identified a potential issue and prevented an undesirable action or escalation from occurring.
- Negative (Reactive) Detection: A finding identified after an undesirable action had occurred or a control had failed.

Where an incident does not involve a PSF category, then for reporting purposes it should be classified as 'Not Applicable' or the applicable Life Saving Rule (as per section 1.6). For further guidance, please refer to APPENDIX D:: Process Safety Fundamentals categories and actions.

2. CLASSIFICATION OF INJURY AND ILLNESS INCIDENT

	Occupational Injury	Occupational Illness
Definitions	Any physical or psychosocial injury such as a cut, sprain, fracture, amputation, psychosocial trauma etc., which results from a work-related activity or from an exposure involving a single incident in the work environment.	Caused by exposure to environmental factors associated with employment. Occupational illness may be caused by inhalation, absorption, ingestion of, or direct contact with the hazard, as well as exposure to physical and psychosocial hazards. It will generally result from prolonged or repeated exposure and cannot be attributed to a single incident.
Reporting Requirements	Refer to the Incident Reporting and Investigation Procedure For assistance with the classification of an injury or illness incident, determining severity and work relatedness see APPENDIX A: Injury and Illness Classification Decision Tool For psychosocial injury or illness management and reporting requirements, please refer to the Psychosocial Hazard Management Procedure .	
Examples	Occupational Injury	Occupational Illness
	Chemical burn to skin.	Dermatitis/skin irritation as a result of prolonged or repeated exposure to chemicals or other substances.
	Musculoskeletal symptoms (not related to a pre-existing injury/illness) that present due to sudden trauma or a single incident such as a slip/trip/fall/specific force or impact.	Musculoskeletal symptoms that have developed over the course of a shift (or several shifts) which required repetitive tasks and/or sustained postures. Not associated with a single event or trauma ¹ .
	Ruptured eardrum because of an instantaneous loud noise (e.g. sudden pressure release during pressure testing).	Hearing loss (permanent) due to prolonged or repeated exposure overtime. Typically, over the course of years.
	Hamstring muscle tear resulting from a trip, slip or fall.	Hamstring muscle tear in the absence of a trip, slip or fall but diagnosed following report of muscle ache that developed during a shift encountering excessive stair climbing.
	Electrical burn (entry / exit wound) resulting from electric shock.	Cardiac arrhythmia developed following electric shock.
	Skin blister because of acute exposure to a hot surface/fluid.	Skin blister because of sunburn or friction (e.g. on feet from boots).
	Knee pain following an event such as misjudgement of a step, trip or slip.	Knee pain whilst using stairs in the absence of any abnormal condition or human error.
	Ear infection following work with fluids that caused a splash, spray or spill and ingress into the ear.	Ear infection following passive water/sweat ingress which occurred at an unknown time during a shift/s
	Eye irritation following acute exposure to a chemical, arc flash, debris or foreign body.	Eye irritation due to prolonged exposure to dirt/dust/fumes over the course of a shift(s).

Note¹: When assessing musculoskeletal disorders, consideration should be given to work relatedness, prior to determining an occupational injury or occupational illness classification (see APPENDIX A:). Further guidance and information on the classification of occupational injuries and illnesses is provided in the Safe Work Australia [Type of Occurrence Classification System](#).

2.1 Work-Related Injury and Illness Severity Classification

The Company classifies injury and illness severity as per IOGP requirements. The following is a summary of the injury and illness classifications.

APPENDIX A: Injury and Illness Classification Decision Tool shall also be used for determining classification of injuries and illnesses and their work relatedness.

Severity Classification	Description
Fatality	Refers to a loss of life due to a work-related incident. <i>Note: Includes loss of life up to 180 days from date of work-related injury/illness.</i>
Permanent Total Disability	Refers to a condition where a person is completely unable to work in any capacity due to a severe and lasting impairment which is likely permanent.
Permanent Partial Disability	Refers to a condition where a person has a lasting impairment with capacity to perform some, but not all of their pre-injury or illness tasks.
Serious Injury	Includes any injury that results in severe and permanent impairment, including one or more of the following: • loss of body function(s), • disfigurement, • mental or behavioural disorder(s).
Serious Illness	Refers to an illness that requires hospital admission and in-patient care ¹ (not diagnostic), or an illness considered life-threatening.
Lost Time	Refers to an injury or illness that results in a person being unfit for work on any calendar day after the day of occurrence of the occupational injury or illness. 'Any day' includes rest days, weekend days, leave days, public holidays, or days after ceasing employment.
Alternative Duties	Refers to a work-related injury or illness that prevents a person from performing their full duties but can perform part duties or meaningful alternate duties, on any calendar day after the day of occurrence.
Medical Treatment	Refers to an injury or illness that requires medical treatment beyond first aid, but the person can resume full duties.
First Aid	Injuries and illnesses that are not sufficiently serious to be reported as Medical Treatment cases but still require minor first aid treatment, e.g. dressing on a minor cut, removal of a splinter from a finger or counselling by a health professional.

Note¹ – In-patient care refers to care/treatment provided in a public or private hospital as a formally admitted patient. Typically involves an overnight or extended stay.

An injury or illness is to be considered work-related if an incident in the work environment either caused or contributed to the resulting condition or significantly aggravated a pre-existing Injury or Occupational Illness.

Work-related activities include all work, including attendance at courses, conferences, field visits and Company organised events where participation is perceived by the employee as mandatory.

2.2 Non-Work-Related Activities

APPENDIX A:: Injury and Illness Classification Decision Tool should be used for determining work relatedness.

APPENDIX C:: Company Reporting Boundaries Matrix should be used for non-work-related activity classification.

3. CLASSIFICATION OF SECURITY INCIDENTS

Definition	Wilful actions resulting in, or having the potential to result in, physical harm, property damage, threat / endangerment / disruption, or illegal activity.	
Reporting Requirements	Refer to the Incident Reporting and Investigation Procedure	
Examples	Incident	Near Miss
	Theft of material or intellectual property	
	Acts with malicious intent causing injury, asset damage or causes interruption to business and operations	
	Vessel entering waterside restricted zone, does not leave when instructed, interrupts operations	Vessel entering waterside restricted zone, no disruption to worksite activities
		Failure of a security system, process or protocol e.g. security door left open
	Unauthorised access to site, deemed to have security impacts or consequences to operations	Member of public gains unauthorised access to site but leaves when instructed and no disruption to worksite activities

Classification of a security incident is dependent on the relevant Confidential Security Plan:

- [Ichthys LNG Port Facility Security Plan](#)
- [INPEX Ichthys Explorer Offshore Facility Security Plan](#)
- [INPEX Ichthys Venturer Offshore Facility Security Plan](#)

The Company Security and Emergency Management Team should be consulted when classifying potential security incidents and for access to the above Security Plans.

4. CLASSIFICATION OF QUALITY INCIDENTS

Definition	A Quality Defect / Non-Conformance. Any actual or potential failure of externally supplied products, equipment, services, or process to meet specified requirements, standards, or intended use, where deficiencies in design, fabrication, configuration, maintenance, certification, or documentation are identified at Company facility after release from the supplier or contractor, resulting in actual or potential impacts to safety, integrity, performance, compliance, schedule, or cost.	
	Note: An External Process is a vendor-or-contractor-controlled process outside Company's direct operational control that affects the conformity, readiness, or performance of a delivered product or service e.g. on-site welding requiring qualified and Company approved procedure.	
Reporting Requirements	Refer to the Quality Investigation and Non-Conformance Procedure and the Incident Reporting and Investigation Procedure .	
Examples	Incident	Near Miss
	Temporary equipment fails in service (e.g., dewatering pump / compressor) due to poor vendor maintenance, causing work to stop.	Temporary equipment found unfit during pre-use inspection (leaks, overdue service tag, damaged guards, abnormal vibration) and is rejected before mobilisation/use.
	Replacement PSV arrives set incorrectly identified during testing/start-up — requiring removal, rework, retest, and potential over/under-pressure exposure.	Replacement PSV received with test certificate mismatch (set pressure / serial / tag inconsistent) and is quarantined before installation.
	Fabricated spool / bracket / skid cannot be installed due to dimensional error / wrong orientation resulting in rework, hot work, schedule delay.	Dimensional non-conformance identified during receiving inspection / trial fit-up.
	New valve installed and fails commissioning (fails leak test), causing functional failure and commissioning delay.	Valve functional issues identified during bench test / stroking test / FAT record review before installation/energisation.
	Electrical systems control equipment arrives misconfigured (incorrect firmware, wrong settings, wrong hazardous area certification) leading to start-up failures, alarms.	Configuration/certification mismatch identified during document pack review / pre-energisation check before connection to live systems.
	A designated Golden Weld fails due to inadequate weld quality control requiring cut-out and causing rework and integrity risk.	A Golden Weld is identified as non-compliant in-process (i.e. Company intervention, not detected by Contractor's quality control process) preventing integrity risk and re-work escalation.
	Incorrect material grade (e.g., Grade 304 Stainless Steel) causes premature corrosion resulting in repair. Incorrect elastomer causes early leak, swell resulting in re-work on site.	Material incompatibility detected by MDR / CoC review (material grade, heat number, elastomer type) before installation.
	Newly Fabricated item coating thickness or coverage does not meet specification and will result in re-work on site.	Coating issued identified during receiving inspection and rectified without delay.
	Instrument or analyser placed into service with invalid calibration (certificate out of date / wrong range) leading to incorrect readings, causing work to stop to replace.	Instrument flagged at site as calibration issue; removed from service before impacting measurement data quality.
	Lifting / rigging gear causes job stoppage when found on the job with invalid/expired certification (or damaged condition) after mobilisation.	Rigging/lifting equipment rejected at gate/receiving due to expired cert, missing traceability ID, or failed inspection tag before being issued.
	Spare part / replacement component is incorrect (wrong revision, rating, size) and only discovered during install causing delay to work.	Incorrect spare parts ordered due to misinterpreted specifications.

5. CLASSIFICATION OF ENVIRONMENT INCIDENTS

This section is specific to regulatory environmental notifiable/ major incidents and routine reporting of non-compliances/ minor incidents as they relate to activities approved or accepted by the following key regulators:

- the Northern Territory Environment Protection Authority (NT EPA)
- the Commonwealth Department of Climate Change, Energy, the Environment and Water (DCCEEW)
- the National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA).

This section does not address notifications to minor regulators, defined as regulators who may have a legislative function but are not the primary 'approver' or 'acceptor' of an environmental plan, or who do not issue permits or licenses for major project activities. Examples of these minor regulators include:

- the Department of Agriculture and Fisheries (DPIR) (NT)
- the Department of Primary Industries and Regional Development (DPIRD) (WA)
- the Heritage Branch of the Department of Lands, Planning and Environment (NT)
- the Department of Transport (WA)
- the Australian Marine Safety Authority (AMSA).

Consultation with the INPEX Environmental Manager and/or the INPEX Government Approvals Manager should be undertaken to determine requirements for notifications to these minor regulators.

5.1 Regulatory Framework

5.1.1 NOPSEMA

NOPSEMA administers the Offshore Petroleum and Greenhouse Gas Storage Act (OPGGGS Act) and the Offshore Petroleum and Greenhouse Gas Storage (Environment) Regulations 2023 (OPGGGS (Environment) Regulations).

The OPGGS (Environment) Regulations require two types of incidents to be notified:

- Recordable incidents (i.e. non-compliances/minor incidents) means a breach of an environmental performance outcome or standard in the environment plan that applies to the activity and is not a reportable incident. Such incidents are reported monthly to NOPSEMA as part of routine reporting.
- Reportable incidents are notifiable environmental incidents related to the petroleum or greenhouse gas activity that have caused, or have the potential to cause, moderate to significant environmental harm (i.e. have a potential or actual environmental consequence of D (Moderate) or above in the INPEX risk matrix).

5.1.2 DCCEEW

DCCEEW administers the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act).

It is an offence to undertake an activity that results in a significant impact on a listed¹ threatened species, a listed threatened community, a migratory species, or a cetacean. It is also an offence to undertake an activity that results in a significant impact to any matter of national environmental significance, which also includes national heritage places, wetlands of international importance (e.g. Ashmore Reef, Roebuck Bay), World Heritage properties and the Commonwealth Marine Area as a whole.

When a Project is approved, DCCEEW considers the impact of the activity and does not ordinarily approve significant impacts to occur, or if it does, will also provide conditions requiring an offset to those impacts. EPBC Act approvals usually contain specific conditions relating to the preparation of environment management plans and reporting requirements.

An operator must report to DCCEEW annually on non-compliances with approved plans. Notifiable environmental incidents are described within specific approved plans and include an incident that will likely result or has the potential to result in a significant impact to matters of national environmental significance².

5.1.3 NT EPA

The NT EPA administers the Environment Protection Act, the Waste Management and Pollution Control Act (WMPC Act) and the Water Act.

The Environment Protection Act is the primary legislation for environmental protection in the NT. The Act's overarching purpose is to protect the environment of the NT by promoting ecologically sustainable development and preventing, reducing or managing environmental harm from actions and activities. It achieves this by establishing an integrated framework for environmental impact assessment, environmental approvals, and clear obligations on proponents and operators to take responsibility for environmental protection

The WMPC Act is the legislation that authorises the NT EPA to issue Environment Protection Approvals (for construction and commissioning activities) and Environment Protection Licenses (for operational activities). The WMPC Act has specific requirements to notify the NT EPA of pollution events that result in, or have the potential to result in, material or serious environmental harm (i.e. notifiable environmental incident). Approvals/Licenses issued under this Act also require routine reporting of non-compliances.

The Water Act authorises the NT EPA to issue Waste Discharge Licences, on behalf of the Northern Territory Controller of Water Resources, should an operator wish to discharge a pollutant into a waterway or the marine environment. Like the WMPC Act, the Water Act has specific requirements to report actual or potential environmental harm or pollution, and licences issued under this Act require reporting of non-compliances. INPEX currently does not hold any waste discharge licences.

The WMPC Act and Water Act both define 'environmental harm' by degrees, as outlined in 51.

¹ 'Listed' means a list of species and communities that are especially protected under the EPBC Act, because of their conservation status.

² Matters of national environmental significance are defined with the EPBC Act.

5.2 Guidelines

5.2.1 Notifiable environmental incidents (major incidents)

Table 1: Major/Notifiable Environmental Incidents provides guidance on notifiable environmental incidents to each of the key environmental regulators and examples associated with current Ichthys Project environmental approvals. The examples provided can be applied to future environmental approvals. These are incidents that have an environmental consequence of "D" (Moderate) or above on the INPEX risk matrix.

5.2.2 Non-compliances/ minor incidents (routine reporting)

Table 2: Non-Compliances/Minor incidents reporting (routine) provides guidance on non-compliances required to be routinely reported to each of the key environmental regulators and examples associated with current Ichthys Project environmental approvals. The examples provided can be used to determine non-compliance/minor incident reporting required in future approvals. These are incidents that have a consequence of "E" (Minor) or below on the INPEX risk matrix.

5.3 Classification of Environmental Incidents

Definition	An incident or near miss that has impacted, or has the potential to impact, the environment.	
Reporting Requirements	Refer to the Incident Reporting and Investigation Procedure Also refer to Table 1: Major/Notifiable Environmental Incidents and Table 2: Non-Compliances/Minor incidents reporting (routine) For further assistance with the classification of an environment incident or near miss contact a member of the environment team. NOTE: Any loss of containment from process equipment (no injury consequence) i.e. related to the process, is recorded primarily as a process safety incident in the incident management system. See Section 7: CLASSIFICATION OF PROCESS SAFETY INCIDENTS for further clarification. Any Environmental consequence in such a scenario is recorded as a secondary impact type.	
Examples	Environment Major Incident (notifiable incident)	Environment Minor Incident/ Non-compliance (routine reporting)
	Any environmental incident with an actual or potential consequence of "D" (Moderate) or above on the Company risk matrix.	Any environmental incident with an actual or potential consequence of "E" (Minor) or below on the Company risk matrix.
	NOPSEMA: Reportable incidents under the OPGGS (E) Regulations: - introduction of a marine pest species into the marine environment - major oil spill event (loss of well containment or vessel collision).	NOPSEMA: Recordable incidents under the OPGGS (E) Regulations: breach of an environment plan environment performance objective (EPO) or environmental performance standard (EPS), that has a minor/insignificant potential or actual environmental consequence².
	NT EPA: Notifiable incidents under Section 14 of the WMPC Act: - loss of containment of a substance to the receiving environment (which could include groundwater) that causes a high level of environmental nuisance of that is on a wide scale (e.g. an oil spill) - death of mangrove communities adjacent to Bladin Point as a result of discharge of undetected contaminated water.	NT EPA: Breach of EPL288 licence conditions or Operations Environmental Management Plan (OEMP) commitments, that has a potential or actual environmental consequence ³ : - minor jetty-outfall discharge limit exceedances - minor emission limit exceedances - incorrect storage or disposal of waste.
	DCCEEW: A significant impact ¹ to a matter of national environmental significance under the EPBC Act: - loss of containment of hydrocarbons or chemicals to the marine environment or critical habitat such as mangroves, reefs, shoals etc. - death of one or more individuals of a listed or migratory species, or a cetacean, such as from a vessel strike or a pollution incident.	DCCEEW: Breach of DCCEW Management Plan commitments that has a potential or actual environmental consequence ⁴ : incorrect storage or disposal of waste.
	Near Misses - Loss of containment (hydrocarbon/chemical) to hardstand or in a bund. - Loss of equipment to sea which is recovered.	

Note¹-As defined by the significant impact guidelines: [Significant Impact Guidelines 1.1 - Matters of National Environmental Significance - DCCEEW](#)

Note²-In some circumstances, a breach of an EPO or EPS may not result in an incident. For example: Late stakeholder notifications related to commencement of activities are considered a non-conformance which shall be captured in the Company compliance management system.

Note³ In some circumstances, a breach of an EPL condition or OEMP commitment may not result in an incident. For example: Failing to meet specified reporting timeframes are considered non-conformances which shall be captured in the INPEX compliance management system.

Note⁴ -In some circumstances, a breach of a DCCEEW management plan commitment may not result in an incident. For example: Failing to meet specified reporting timeframes are considered non-conformances which shall be captured in the Company compliance management system.

Table 1: Major/Notifiable Environmental Incidents

Regulator	Notifiable Environmental Incidents	Examples
NOPSEMA	Under the OPGGS (Environment) Regulations, operators must describe in the Environment Plan the criteria used to determine if an environmental incident is “reportable” to NOPSEMA. INPEX Environment Plans refer to the INPEX Risk Matrix to provide guidance on reportable (notifiable) incidents, as follows: • A “Reportable” incident is defined as “an incident relating to the activity that has caused, or has the potential to cause, moderate to significant environmental damage.” • Environmental damage (or the potential to cause damage) includes social, economic and cultural features of the environment. For the purposes of this Environment Plan, such an incident is considered to have an environmental consequence level of Moderate (D) to Catastrophic (A) as defined in the INPEX Risk Matrix.	Examples of reportable (notifiable) environmental incidents include: • the introduction of introduced marine pests • a vessel collision resulting in a spill • an integrity failure (production well loss of containment) resulting in a subsea condensate release.
DCCEEW	Notifiable incidents to DCCEEW are based on the significance of the incident and its impact on matters of national environmental significance (MNES). For the purpose of this guideline, MNES can be interpreted to mean: • cetaceans (e.g. whales and dolphins) • migratory species • listed species and communities • key ecological features (e.g. shoals and reefs, turtle nesting/feeding or inter-nesting areas) • habitat for listed species (e.g. mangroves in Darwin Harbour) • RAMSAR wetlands, such as Ashmore Reef offshore and Roebuck Bay in Broome • The Commonwealth Marine Area as a whole. For maintenance dredging activities, the Maintenance DSDMP requires notification to DCCEEW if there is an incident which causes a significant impact to matters of national environmental significance or habitat for listed species in Darwin Harbour.	Based on the INPEX risk matrix, a significant environmental incident is one that has potential for (or has actually caused) medium to large scale impacts to the environment, but no threat to overall population viability of listed species. Examples of significant impacts to MNES or the marine environment include: • loss of containment of hydrocarbons or chemicals to the marine environment or critical habitat such as mangroves, reefs, shoals etc. • death of one or more individuals of a listed or migratory species, or a cetacean, such as from a vessel strike or a pollution incident • a widespread pollution incident in the marine environment. Examples of such incidents may be: • vessel collision with a dolphin or dugong • entrainment of a marine turtle in the dredge hopper • loss of containment of a substance to the receiving environment such that it causes a significant impact to mangrove communities.
NT EPA	For operations activities, EPL228 (as amended) has a specific condition relating to notifiable environmental incidents, aligned with the reporting requirements of Section 14 of the WMPA Act for pollution incidents. This part of the WMPA Act is related to a duty to notify of incidents causing or threatening to cause pollution that causes, or is threatening to cause, pollution resulting in <i>material environmental harm or serious</i> environmental harm (refer to Appendix E: DEFINITIONS UNDER NT LEGISLATION). By way of guidance, Section 14 also defines an incident as including: • an accident, emergency or malfunction • a deliberate action, whether that action was taken by the person conducting the activity during which the incident occurred. The Maintenance DSDMP the following are externally notifiable: • incidents reportable under Section 14 of WMPA Act Section 14 of the WMPA Act requires notification to the NT EPA of incidents causing or threatening to cause pollution that causes, or is threatening to cause, pollution resulting in <i>material environmental harm or serious</i> environmental harm (refer to Appendix E: DEFINITIONS UNDER NT LEGISLATION).	Examples of notifiable environmental incidents under Section 14 of the WMPA Act include: • loss of containment of a substance to the receiving environment (which could include groundwater) that causes a high level of environmental nuisance of that is on a wide scale (such as an oil spill) • unplanned venting or emissions that cause a widespread odour detectable offsite • unplanned noise generation over an extended period that is detectable offsite and generates complaints to the regulator and/or media • death of mangrove communities adjacent to Bladin Point because of discharge of undetected contaminated water • a fish kill in the vicinity of the jetty outfall. Based on the INPEX Risk Matrix, such incidents are likely a consequence of D (moderate) or C (significant), to align with the definitions of material and serious environmental harm in the WMPA Act (refer to Appendix E: DEFINITIONS UNDER NT LEGISLATION). Examples of notifiable environmental incidents that may occur during maintenance dredging include: • a fish kill in the vicinity of the spoil ground • a significant loss of containment of dredge spoil outside of the spoil ground, such that it causes (or has potential to cause) material or serious environmental harm • a loss of containment of hydrocarbons or chemicals from the dredge vessel, such that it causes (or has potential to cause) material or serious environmental harm. Based on the INPEX Risk Matrix, such incidents are likely a consequence of D (moderate) or C (significant).

Table 2: Non-Compliances/Minor incidents reporting (routine)

Regulator	Non-Compliances/Minor incidents reporting (routine)	Examples
NOPSEMA	Any breach of a stated environmental performance standard (EPS) or environmental performance outcome (EPO) documented in an Environment Plan accepted by NOPSEMA is a recordable incident. Such non-compliances must be collated for each calendar month and submitted on the NOPSEMA-prescribed form (FM0928) by the 15th day of the following calendar month, via the email address submissions@nopsema.gov.au, or via NOPSEMA's secure file transfer service.	EPS: <i>CPF/FPSO hazardous open drains centrifuge/filters and OIW analysers are operated to prevent the discharge of >15 ppm (v) to the marine environment.</i> Breach of EPS: <i>A discoloured plume (mostly diluted citric acid at 5% with minor oil contamination (estimated at 1 ppm) was observed at starboard mid-ships. The liquid was not passed through centrifuge package to reduce oil in water content because the Hazardous open drains (HOD) tank which feeds into the centrifuge package had a blocked strainer which caused the tank to overflow.</i> EPO: <i>No incidents of spills reaching the marine environment during transfer, handling or storage of chemicals, hydrocarbons and waste products.</i> Breach of EPO: <i>An estimated 20 litres of oily water from the temporary storage tank connected to the diesel centrifuge sludge tank overflowed to the deck and subsequently flowed to a drain box which then overflowed resulting in oily water being discharged to the sea.</i>
DCCEEW	For environmental plans produced as a requirement of Approval Decision EPBC 2008/4208 for the Ichthys Project (refer to C075-MRT-IPX-LE-0002), there are strict requirements to implement the approved plan. It is a non-compliance if an activity is undertaken that is inconsistent with the approved plan, or if the activity was not considered in the approved plan, and the change had not been assessed. A non-compliance with a commitment made in the approved plan is reported via the annual report submitted for EPBC 2008/4208.	Commitment in an approved plan: <i>Vessels will use defined vessel transit routes.</i> Non-compliance: <i>During dredging activities vessels traversed outside of approved transit route (however no actual environmental impact occurred).</i>
NT EPA	For operations activities, EPL228 (as amended) has specific conditions relating to non-compliances, as follows: • The Operations Environmental Management Plan (OEMP) must include measures to ensure compliance with EPL228. • The licensee must keep records of all non-compliances with the licence. These records must be adequate to enable the licensee to comply with the non-compliance notification conditions of the licence. • The licensee must notify the NT EPA of any non-compliance with the licence by completing the Non-Compliance Notification via NT EPA Online (or by emailing waste@nt.gov.au), as soon as practicable after (and in any case within 24 hours after) first becoming aware of the non-compliance. • The licensee must include in the notification of non-compliance specific information. This means that all of the conditions in EPL228 (as amended) must be complied with, and the commitments made in the OEMP must be complied with. Further, all non-compliances, regardless of triviality, must be reported.	Under EPL228 (as amended), there is no differentiation between trivial/negligible non-compliances and those that create environmental harm. Therefore, the following must be reported as, and when, INPEX is made aware of them: • any non-compliance with the conditions of EPL228 • any non-compliance with the commitments made in the OEMP. Minor discharge exceedances

6. CLASSIFICATION OF ASSET/EQUIPMENT INCIDENTS

Definition	Any incident causing damage to a Company asset, including mobile plant or non-process equipment, resulting in financial and/ or reputational impact. If the asset/ equipment incident involves a higher actual or potential severity for occupational injury, illness or environmental impact, apply the highest relevant severity classification.
Reporting Requirements	Refer to the Incident Reporting and Investigation Procedure . Refer to Section 7: CLASSIFICATION OF PROCESS SAFETY INCIDENTS for definition of process equipment.
Examples	• Vehicle damage without injury to personnel (e.g., car reversing into a bollard), • Equipment damage during construction activities that has a financial impact only, • High winds causing damage to roof of an accommodation building with a financial impact only.

Exclusions from reporting:

The following examples are excluded and should not be reported under this classification:

- Non-process equipment that has degraded, worn out or failed due to wear and tear and is covered under a maintenance activity
- Vehicle damage or total loss solely due to environmental conditions or vandalism, including theft-related damage
- Superficial damage, such as a stone/rock chip damaging a windscreen/or paintwork, while the vehicle is being driven

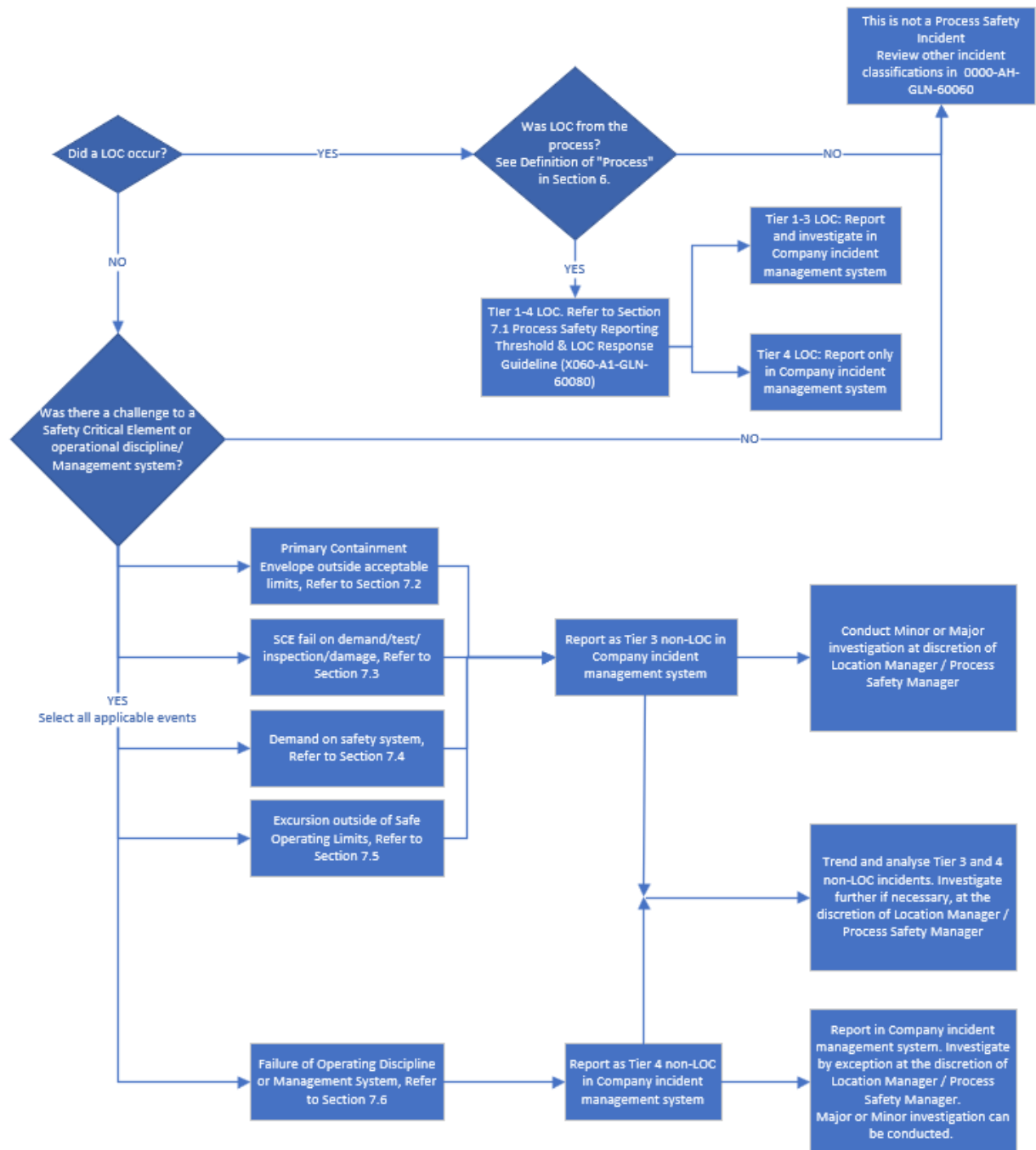
7. CLASSIFICATION OF PROCESS SAFETY INCIDENTS

Definitions	Process: Production, distribution, storage, utilities, or pilot plant facilities used in the manufacture of petrochemical and petroleum refining products. This includes process equipment (e.g. reactors, vessels, piping, furnaces, boilers, pumps, compressors, exchangers, cooling towers, refrigeration systems, etc.), storage tanks, active warehouses, ancillary support areas (e.g. boiler houses and wastewater treatment plants), on-site remediation facilities, and distribution piping under control of the Company. A LOC incident with no connection to the processing elements of a facility is not a process safety LOC incident. For example: LOC from utility systems servicing the accommodation only is not a process safety LOC. An office building fire, even if the office building is on a plant site is not a process safety incident. Ancillary systems such as active fire protection systems are not considered part of the process in the context of loss of containment reporting but are still considered a Safety Critical Element (SCE).	
	Process Safety LOC A Process safety incident is an unplanned or uncontrolled release of any material, including non-toxic and non-flammable material (e.g. steam, hot condensate (water), nitrogen, compressed carbon dioxide or compressed air), from a process (refer to definition of "process" above) that results in one or more of the following consequences: - An unignited release of material in any one hour period greater than or equal to the threshold quantities in Section 7.1 Process Safety Loss of Containment Reporting Threshold NOTE: For release of material not covered in Section 7.1 – the threshold quantity shall be as per API 754 (guidance from Technical Safety / HSE) - Injury to personnel - A fire or explosion damage with direct cost (classified as per Section 25) - An engineered pressure-relief (e.g. PRD, SIS, or manually initiated emergency de-pressure) discharge, of a quantity greater than or equal to the threshold quantities described in Section 7.1 resulting in one or more of the following: - Rain out - Discharge to a potentially unsafe location - Muster or evacuation - Public protective measures (e.g. road closures) - Community or 3rd party impacts (refer to API 754 for further details)	Process Safety non-LOC An unplanned or uncontrolled occurrence that has the potential to have a process safety impact under different circumstances: Tier 3: Demand on safety system (includes demand/activation of SIS and mechanical shutdown or pressure protection systems (PSV)). See Section 7.4 Tier 3: Excursion outside of Safe Operating Limits. See Section 7.5 Tier 3: Primary containment envelope inspection or test results outside acceptable limits. See Section 7.2 Tier 3: Failure of a process SCE¹ on demand, test or inspection, or damage. This includes failure to meet any of the performance criteria as defined in the Performance Standard (including functionality, availability and reliability²) See Section 7.3 Tier 3: Failure of a non-process SCE¹ on demand test or inspection, or damage. This includes failure to meet any of the performance criteria as defined in the Performance Standard (including functionality, availability and reliability²). Tier 4: Failure of operating discipline OR Failure of management system that has the potential to cause process safety impact. See Section 7.7 NOTE: Incidents or near misses with a potential for injury should be assessed against the criteria for reporting HS near miss / HiPo and classified accordingly, the primary classification being the more onerous.
Reporting Requirements	Refer to the Incident Reporting and Investigation Procedure for the Investigation Team roles, responsibilities and timeframes. Investigations shall be conducted in accordance with the Incident Reporting and Investigation Procedure. For assistance with classification of a process safety event refer to Section 25 Process Safety Loss of Containment Reporting Threshold and consult with Technical Safety. Where an incident involves multiple process safety impacts, each impact should be investigated for trending purposes within the same Cority incident. e.g. A PSV failing on demand is reported as two impacts within the same Cority incident: A Tier 3 Demand on Safety System and a Tier 3 Failure of a process SCE on demand. Refer to Loss of Containment Classification and Response Guideline (0000-AH-GLN-60038) for further guidance on the required response to Process Safety Tier 1-4 LOC incidents.	

Note¹: Refer to Table 3: Process and Non-Process SCEs for definitions of process and non-process SCEs. Differentiation between process and non-process SCEs has been made for the purpose of KPI reporting.

Note²: Reporting failures of F&G detectors, Emergency Lighting and PAGA is only required if the minimum coverage is impaired, as defined within the availability criteria of the performance standards and SCE Contingency Matrix (refer to Section 9: References).

Figure 2: Process Safety Incident Flowchart



7.1 Process Safety Loss of Containment Reporting Threshold

			Material released from the process (Production, distribution, storage, utilities, or pilot plant facilities)																Other Consequences of Loss of Containment
	Flammable gas / Flammable liquids (Boiling Pt ≤35°C, FP<23°C)		Flammable liquids (Boiling Pt >35°C, FP<23°C)		Liquids with FP ≥ 23°C and ≤ 60°C		Liquids with FP° > 60°C released at or above its flash point		Liquids with a FP° > 60°C and ≤ 93°C released at a temperature below its flash point		Strong acids / bases		Steam	Non-flammable, non- toxic gases excl air		Non-flammable, non-toxic liquids			
	<i>Includes: Methane, natural gas, propane, butane, unstabilised condensate, LPG, LNG, isopentane</i>		<i>Includes: Stabilised condensate, petrol, methanol, toluene, xylene</i>		<i>Includes: Diesel, heli- fuel</i>		<i>Includes: Ethylene glycol, propylene glycol, lube oils, drilling mud</i>		<i>e.g. some drilling muds, some marine diesel</i>		<i>Includes: Liquid HCl or NaOH * note that for HCl vapour the requirements are more onerous – refer API 754 (TRC 3 TIH C material)</i>			<i>Includes: CO₂, N₂, O₂</i>		<i>Includes: hydraulic fluids, hot condensate (water), nitrogen, compressed carbon dioxide or compressed air. Note that MSDS for hydraulic fluids should be reviewed to determine flammability</i>			
	Outdoor	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor	Indoor	Outdoor & Indoor	Outdoor	Indoor	Outdoor	Indoor		
Tier 1 a release in any one hour period of:	≥ 500kg	≥ 50kg	≥1000kg	≥100kg	≥2000kg	≥200kg	≥2000kg	≥200kg	N/A*	N/A*	N/A*	N/A*	N/A*	≥2000kg	≥200kg	N/A*	N/A*	• An Injury to personnel resulting in LTI or more severe*** or • A fire or explosion damage ≥ US\$100,000 direct cost	
Tier 2 a release in any one hour period of:	≥ 50kg	≥ 25kg	≥100kg	≥ 50kg	≥200kg	≥100kg	≥200kg	≥100kg	≥1000kg	≥ 500kg	≥ 1000Kg (825litres)*	≥ 500kg	N/A*	≥200kg	≥100kg	N/A*	N/A*	• An Injury to personnel resulting in recordable injury*** or • A fire or explosion damage ≥ US\$2,500 direct cost	
Tier 3	≥ 1kg/hr		≥ 8 drops per minute		≥ 8 drops per minute		≥ 8 drops per minute		≥ 8 drops per minute		≥ 8 drops per minute		Refer to Section 7.6 for criteria	≥20kg in any one period		≥100 litres in any one hour period		Injury or fire explosion damage with direct cost less than the Tier 2 thresholds***	
Tier 4 (weep / seep)	< 1kg/hr**		< 8 drops per minute		< 8 drops per minute		< 8 drops per minute		< 8 drops per minute		< 8 drops per minute		Refer to Section 7.6 Note that LOC in water form (i.e. drips) shall be recorded as per water	N/A <i>Note: <20kg in any one hour period are not recordable as a Process Safety LOC in Cority. Only require a SAP Corrective.</i>		N/A <i>Note: <100 litres per any one hour period are not recordable as a Process Safety LOC in Cority. Only require a SAP Corrective.</i>			

FP: Flash Point (°C).

8 drops per minute equates to approximately 1 litre per 24 hours

* Tier 1 or Tier 2 can only be assigned to LOC of these materials where one of the "other consequences" (injury, fire / explosion with direct cost etc) is realised. A release of material alone is not a Tier 1 or 2 but may be a Tier 3 or 4.

** Rule of thumb of <20%LEL at 100mm from release can be applied to simplify Tier 4 categorisation. If >20%LEL at 100mm, further assessment / calculation required to determine leak rate and Tier (refer to 0000-AH-GLN-60038).

*** For incidents with multiple impact consequences, please consult with the HSE General Manager to determine the classification.

Fluids with FP>93°C (e.g. MEG, heating medium) released below their FP these will be categorised under the Non-flammable / non-toxic category and need to be assessed for potential environmental impact.

7.2 Tier 3: Primary Containment Inspection or Testing Results Outside of Acceptable Limits

Primary containment envelope inspection or test results outside acceptable limits typically triggers an action, such as replacement-in-kind, repairs to restore fitness-for-service, replacement with other materials, or de-rating of process equipment.

This level of classification (i.e. Tier 3 non-LOC) is applicable to vessels, atmospheric tanks, piping, or machinery when previous operating pressures or levels exceed the acceptable limits based upon wall thickness inspection measurements.

A single Tier 3 incident is recorded per asset (i.e. a pressure vessel, an atmospheric tank or pipe circuit) regardless of the quantity of test measurements/operating pressures identified beyond acceptable limits.

7.3 Tier 3: Failure of Safety Critical Element

Failure of a safety critical element resulting in failure to meet the functionality, availability or reliability criteria is considered a Tier 3 Process Safety non-LOC Incident (as defined within the performance standard). This can occur on demand, test, inspection or due to damage. SCEs are listed in Table 3: Process and Non-Process SCEs.

- Reporting failures of flame and gas (F&G) detectors, emergency lighting and public address and general alarm (PAGA) system are only required if the minimum coverage is impaired, as defined within the performance standards and SCE Contingency Matrix (refer to Section 9: References)

Failure of SCEs (Impaired/Degraded) shall be reported into the Company incident management system as a Tier 3 non-LOC and an investigation performed to identify the root cause(s) of the failure.

There are some instances where a detailed root cause analysis (RCA) such as Taproot or 5-Whys may not be required, subject to approval by the Investigation Sponsor and notification to the Performance Standard owner.

These scenarios include:

- The root cause is well understood and conducting an RCA investigation does not add any value.
 - *ACTION: enter incident details and root causes into Company's incident management system. Attach any relevant documentation.*
- The incident is considered a repeat event (e.g. same equipment, same manufacturer, application based) with the same root cause/s.
 - *ACTION: Record new repeat event in Company incident management system and reference previous incident number/s and reliability RCA. Assess whether there is an existing action to address this scenario, if not, raise a new action. Review if existing actions are appropriately prioritised.*

Refer to Figure 3: SCE Dangerous Failure Reporting and Investigation Process below.

Figure 3: SCE Dangerous Failure Reporting and Investigation Process

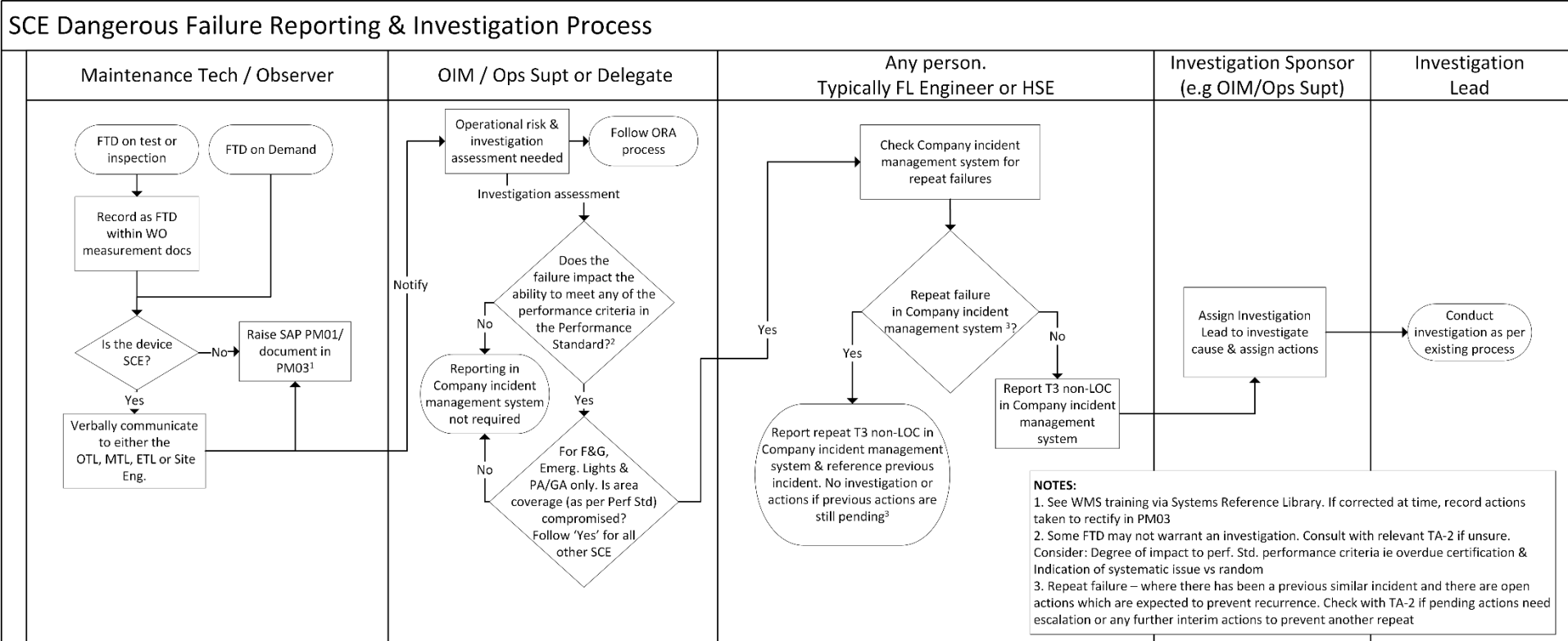


Table 3: Process and Non-Process SCEs

Process Related	Non-Process Related
PR-02.01 Hydrocarbon and steam containment	PR-02.05 Riser support structure
PR-02.02 Rotating equipment	PR-03.01 Topside structures
PR-02.04 Cryogenic storage tanks	PR-03.02 Hull Structure
PR-04 Purge gas and blanketing	PR-03.03 Onshore structures
PR-06 Pressure relief valves and devices	PR-03.04 Jetty structure
PR-02.07 Pipelines	PR-07 Navigation aids
PR-02.08 Flowlines	PR-08 Cranes and mechanical handling equipment
PR-02.09 Flexibles	PR-09 Mooring Systems / Turret
PR-02.10 Jumpers and manifolds	Structure / Foundations
PR-02.11 Trees	PR-10 Ballast, Bilge and Cargo (Condensate) Systems
PR-02.12 Wells	DC-01 Fire and gas system
PR-06 Pressure relief valves and devices	DC-02.04 Electrical isolation and shutdown
DC-02.01 Control and safety system	DC-04 Liquid spill containment and drainage
DC-02.02 Shutdown valves	DC-05.01 Heating Ventilation Air Conditioning
DC-02.03 Subsea isolation valves	DC-05.02 Control of ignition sources
DC-02.05 Reservoir Isolation	MI-01.01 Active fire protection
DC-02.07 Beach valve	MI-01.05 Firewater pumps
DC-03 Blowdown and flare systems	MI-03 Passive fire protection, fire rated boundaries and explosion protection
	MI-04 Impact protection
	ER-01 Uninterrupted power supply and emergency power
	ER-02 Public announcement / alarm and emergency communications
	ER-03 Escape routes
	ER-04 Emergency and escape lighting
	ER-05.01 Temporary refuge and alternative muster point
	ER-05.02 Muster points
	ER-06.01 Totally enclosed motor propelled survival craft
	ER-06.02 Secondary means of evacuation
	ER-07 Rescue and Recovery Facilities
	ER-08 Helideck
	ER-09 Personal safety and survival equipment

7.4 Tier 3: Demand on Safety System

A demand on a safety system designed to prevent a LOC or to mitigate the consequences of a LOC. An emphasis is placed on the "system" approach to recognize that many safety systems consist of multiple elements. For example, a system may include sensors, logic solvers, actuators, and final control devices designed to prevent a LOC, or it may include a pressure relief device (PRD) and flare or scrubber that function together to mitigate the consequences of a LOC.

All of these elements function together as a system and when a demand is placed on the system, a single event is counted, regardless of the number of devices that must function within the system. An example is a process vessel that uses multiple PRDs to either handle large relief loads or to minimize the potential for chattering. Activation of these multiple PRDs constitutes activation of one safety system and would be recorded as one demand on a safety system.

All true demands on a safety system (including repeat events) shall be reported into the Company incident management system as a Tier 3 non-LOC and an investigation performed to identify the root cause(s) of the demand.

A 'true demand' on a safety system is where a safety system has been demanded to act and the potential existed for a hazardous condition if the safety system did not function. If in doubt, confirm with relevant Technical Authorities (Process Engineer, Rotating Equipment etc).

In the context of a demand on a safety instrumented systems (SIF), this relates to a SIF loop with an initiator and final element. Demand on an instrument where there is no final element to prevent the consequence would be recorded as an excursion from safe operating limit.

Repeat events do not require an investigation (report only).

- *Reference the existing incident number for a repeat incident. Assess whether there is an existing action to address this scenario, and if not, raise a new action. Review if the existing actions are appropriately prioritised.*

Refer to Figure 4: SIF Demand and Critical Alarm Reporting and Investigation Process

Noting the following requirements:

- All demands on 'low demand mode' SIFs need to be investigated however demands on 'high demand mode' or 'continuous demand mode' SIFs do not typically require further investigation.

- Repeat low demand SIFs where 'chattering' at set point is observed shall be reported and investigated as one T3 non-LOC incident, covering the observed 'chattering' period.

Activation of a Mechanical Shutdown System

- A mechanical shutdown system (e.g. emergency shutdown, process shutdown) is considered to have been activated when called upon to function by a valid signal, regardless of whether or not the mechanical shutdown system responds.
- Mechanical shutdown system activation that is configured for equipment protection with no related loss of containment protection should not be classified as a Tier 3 non-LOC event.

Activation of Pressure Protection System

- A PRD is considered to have been activated when the system pressure reaches the PRD set point, whether or not the device performs as designed.
- A single initiating event may result in the activation of multiple PRDs (e.g. facility-wide power failure). In this instance, each PRD activation shall be counted as a separate event. Multiple PRDs that function as a system to protect the same equipment (e.g., multiple pressure safety valves (PSVs) sized for large relief loads or staged relief), are considered a single device. In this case, their activation is classified as a single Tier 3 non-Loss of Containment (non-LOC) event.
- Activation of the following PRD's are classified as Tier 3 non-LOC event: pressure relief valves (e.g. PSV, thermal shutoff valve (TS)), rupture discs, rupture pins, deflagration vents, pressure/vacuum vents.

Critical Alarms

- This category includes safety-related Critical Alarms that are identified as a layer of protection in a Layer of Protection Analysis (LOPA) or are included in a performance standard.
- Activation of a critical alarm is classified as a Tier 3 non-LOC event if the failure of the alarm (or failure to respond in time) could have resulted in a hazardous event or activated the next layer of protection.

7.5 Tier 3: Excursion outside of Safe Operating Limits

An excursion outside of the safe operating limit is categorised as a Tier 3 Process Safety incident if the potential consequence is high or critical on the Company Risk Matrix. A review (refer to [Process Engineering Surveillance & Monitoring Philosophy](#)) is used to determine if the incident should be reported and investigated in Cority:

Review incident with the appropriate disciplines and risk assess the following:

- Worst credible safety consequence
- Likelihood considering existing safeguards

A review should consider the following:

- Duration of exceedance
- Whether operator intervention was required to return plant to safe operating envelope
- Type of monitoring instrument element type (skin type temperature transmitter vs intrusive element)
- Failure modes of piping and equipment (i.e. material limit)
- Hazard potential of process fluids (flammable, toxic, asphyxiant)

Transient or intermittent exceedances do not require reporting when the associated safety risk is only credible under long-term exposure. This includes scenarios such as intermittent thermal fatigue and flow-induced vibration (FIV) exceedances.

Note: In most cases, an exceedance of a safe operating limit which results in activation of a safety system (e.g. SIF, PSV) is covered under the demand on safety system section (does not need duplicate reporting).

Figure 4: SIF Demand and Critical Alarm Reporting and Investigation Process

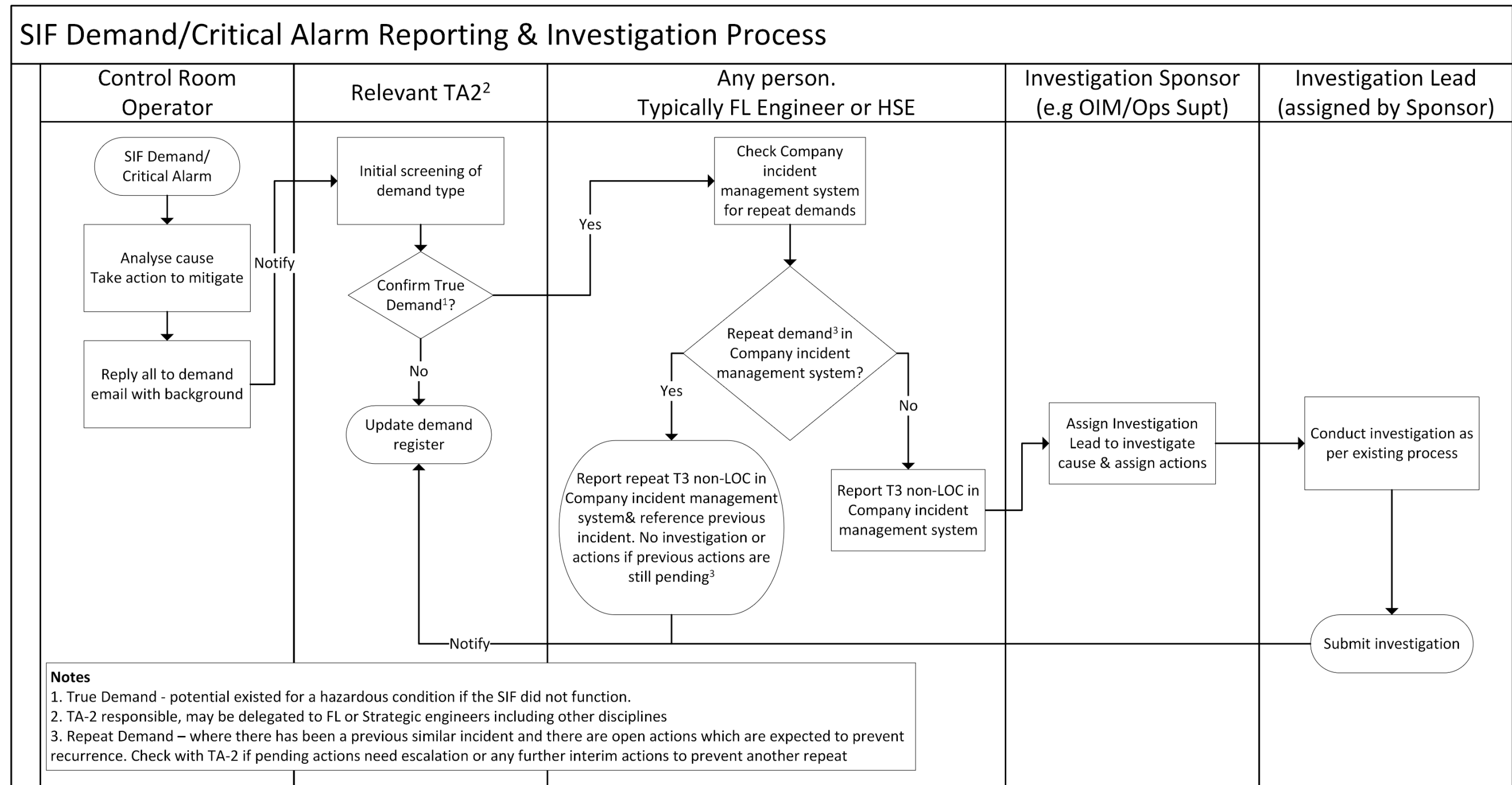


Table 4: Initial Screening for excursion outside of Tier 3: Safe Operating Limits

Exceedance	Initial Screening Criteria
Pressure	Pressure exceeds upper or lower safe operating pressure.
Temperature	Temperature exceeds minimum or maximum safe operating temperature.
Flow	Flow exceeds Flow limit (Thermowell)
	Exceedance of FIV limit during normal operation
	Flow exceeds AIV limit
	Flow exceeds maximum hydraulic surge limit
	Flow exceeds erosional velocity limit
	Momentum exceeds limit
Overspeed (Gas/Steam) Turbine	Overspeed results in trip

7.6 Tier 3: Loss of Containment of Steam

The LOC thresholds quantities for an unplanned and uncontrolled release applied by INPEX are derived from API754. Steam differs from other hazardous materials in that API754 does not define release thresholds quantities for a Tier 1 or Tier 2 LOC. Steam only triggers a Tier 1 or Tier 2 event if the LOC results in the 'other consequences' i.e. a recordable injury to personnel is a Tier 2 and an LTI or more severe injury is a Tier 1.

The Tier 3 PS incident category is defined by API754 as representing a challenge to the barrier system that progressed along the path to harm but stopped short of a Tier 1 or Tier 2 PSE consequence.

An LOC of steam that does not cause any actual harm but has the potential to cause harm (i.e. recordable injury or worse) is classified as a Tier 3 LOC using the criteria in Table 5 as guidance. Steam releases that do not meet these criteria (i.e. less severe releases) shall be recorded as Tier 4 LOC. Note that a release from a steam system that is in water (liquid) form and is not in steam (vapour) on release (i.e. dripping) shall be treated as hot condensate (water) in the non-flammable, non-toxic liquids category).

Table 5: Steam release criteria

Steam Type	Detection Category	Objective Threshold (Tier 3)	How It Is Detected / Measured	Notes / Basis
Superheated Steam (HP)	Jet Momentum / Geometry / Interaction	Invisible jet with clear reach ≥ 0.5 m, OR impingement on SCEs, electrical equipment, structural steel supporting SCEs, or obstructing escape routes	Visual observation (indirect), OGI (HSM), physical interaction tests (e.g. feather/duster), obstruction/impingement evidence	Jet momentum and impingement drive injury risk, not visibility
Saturated Steam (LP)	Plume Geometry / Interaction	Visible plume or directional jet ≥ 1.5 m, OR impingement on SCEs, electrical equipment, structural steel supporting SCEs, or obstructing escape routes	Direct visual observation, OGI (HSM), line-of-sight assessment	Visibility loss and egress impairment are primary hazards
The following methods and criteria may also be used to support classification of a superheated (HP) steam release as a Tier 3:				
	Acoustic Energy (Audible)	≥ 100 dB(A) at 1 m (distance corrected), sustained or rapidly fluctuating	Sound level meter, calibrated handheld detector	Indicative of choked / near-choked high-energy release
	Airborne Ultrasonics	≥ 30 dBV above established baseline	Airborne ultrasound detector with baseline reference	Severity screening, not just detection (ISO 29821 guidance)
	Thermography (LWIR)	Localised hot spots, insulation failure, heat impingement	LWIR thermography, IR	Indirect evidence only – cannot define jet length
	Thermography (OGI)	In high sensitivity mode	OGI cameras in high sensitivity mode	Visualise the jet dimension

7.7 Tier 4: Operating Discipline / Management System

Failures in operating discipline or management systems that indicate a weakness in process safety system barriers where there was a potential to cause process safety impact are classified as Tier 4 operational discipline / management system failures.

Examples of Tier 4 non-LOC incidents are listed below:

- Locked closed valve on a process system was found open / unauthorised removal of lock (if incident involves a potential injury to personnel, primary classification is Injury Near Miss and secondary is Tier 4 Failure of Operating Discipline).
- MOS / force / bypass was inadvertently left in place.
- Starting up equipment or system without pre-startup safety review (PSSR) approval.
- Documentation does not reflect the as-built condition e.g. P&ID Cause and Effects.
- Shutdown Valve (SDV) was not closing properly during a leak test. The valve was then manipulated with a spanner to "force" it to close, it was then able to pass its leak test.
- Change in the field does not match the Management of Change (MOC) / change carried out without an approved MOC / temporary MOC closed without removing temporary change / MOC missing discipline endorsement / critical documents missing from MOC.
- Procedure non-compliance with the potential to cause a process safety consequence e.g. absence of a procedure to perform a task / procedure out of date / procedure incomplete or inadequate / not following the right sequence in the procedure or skipping steps.
- Types of procedures can include (but not limited to): return to service, prepare for maintenance, operating procedure, maintenance/corrective work instruction.
- Work order or permit closed without task being completed.

Note: Incidents or near misses where the worst case consequence is a potential single fatality or injury are not process safety Tier 4 incidents (e.g. electrical isolation applied to the wrong equipment / equipment being worked on was found live). Review if these incidents can be classified as Occupational Injury Near Miss or HIPO, see Section 1.5 High Potential (HIPO) Classification.

8. CLASSIFICATION OF WELL CONTROL INCIDENTS

Whilst it is acknowledged that IOGP provides a separate classification system for well control incidents, for purposes of simplicity and alignment within INPEX Australia well control related incidents shall be classified in accordance with the existing company process safety definitions (Tier 1-4 as per API 754).

Loss of primary containment incidents during drilling, completion and intervention activities are considered process safety incidents and shall be classified as Process Safety Tier 1-4. Please refer to Section 7.1 Process Safety Loss of Containment Reporting Threshold

Challenges to well control or well flowback related safety systems (i.e. Blowout Preventer (BOP) activation following influx incidents, failure on demand test or inspection of well control or well test related safety systems) are considered Tier 3 Process Safety incidents.

The following drilling and completion examples are **not** considered Process Safety incidents:

- Test failures that occur prior to deployment/ use of equipment i.e. well flowback pressure test prior to being put into service, BOP at surface or subsea prior to opening the wellbore.
- Precautionary activation of a well flowback emergency shutdown (ESD) where later found not to have been a failure/ incident.
- Nuisance/ spurious trips of well flowback package.

9. References

Document Name	Document Number
API 754	INPEX External Standards
INPEX Risk Matrix Template	0000-A0-TPL-60003
Commonwealth Minister Approval Decision Ichthys LNG Development Project	C075-MRT-IPX-LE-0002
CPF Safety Critical Elements Contingency Matrix	B060-A1-MAN-60001
Environment Protection License for Operations Onshore (EPL228, as amended)	L290-AH-LIC-60001
FPSO Safety Critical Equipment Contingency Matrix	S060-A1-MAN-60001
HSE (CIC) Inspections Procedure	X060-AH-PRC-60002
HSE Observation Procedure	0000-AH-PRC-60010
Incident Reporting and Investigation Procedure	0000-AH-PRC-60005
Ichthys LNG Port Facility Security Plan (Restricted Access)	L060-AH-PLN-60048
INPEX Ichthys Explorer Offshore Facility Security Plan (Restricted Access)	B060-AH-PLN-60008
INPEX Ichthys Venturer Offshore Facility Security Plan (Restricted Access)	S060-AH-PLN-60006
INPEX Risk Matrix Template	0000-A0-TPL-60003
HSE Legal and Other Requirements Standard	0000-AH-STD-60006
Loss of Containment Response Guideline	0000-AH-GLN-60038
Maintenance Dredging Spoil Disposal Management Plan	L060-AH-PLN-70003
Onshore Safety Critical Element Contingency Matrix Manual	L060-A1-MAN-60001
Operations Environmental Management Plan	L060-AH-PLN-60005

Document Name	Document Number
Piping Damage Assessment Form Guideline	X060-AM-GLN-70005
Psychosocial Hazard Management Procedure	0000-AH-PRC-70006
Quality Investigation and Non-Conformance Procedure	0000-AQ-PRC-60006
Technical Authority Register	0000-A2-LIS-60001
Process Engineering Surveillance & Monitoring Philosophy	X060-AP-PHI-70001

10. Abbreviations

Abbreviation/ Term	Definition
BMS	Business Management System
BOP	Blowout Preventer
Company	INPEX Australia
DSDMP	Dredging and Spoil Disposal Management Plan
Environment Plan	The document submitted to NOPSEMA for acceptance under Regulation 17 of the Offshore Petroleum and Greenhouse Gas Storage (Environment) Regulations 2023
EPBC Act	<i>Environment Protection and Biodiversity Conservation Act 1999</i> (Cwlth).
EPL	Environment Protection Licence Under the <i>Waste Management and Pollution Control Act</i> (NT) an "environment protection licence" is defined as: a. an environment protection licence granted under Section 34 of the Act, or a licence that is to be taken to be an environment protection licence by virtue of Section 44(3) of the Act.
EPO	Environmental performance outcome Defined as being a measurable level of performance required for the management of environmental aspects of an activity to ensure that the environmental impacts and risks will be of an acceptable level.
EPS	Environmental performance standard Defined as being a statement of performance required of a control measure, and the parameters against which control measures are assessed to ensure control measures consistently perform to reduce impact or risk to ALARP and to an acceptable level.
ETL	Engineering Team Lead
ESD	Emergency Shutdown
FLE	Frontline Engineer
FTD	Fail to Danger
FIV	Flow-induced vibration

Abbreviation/ Term	Definition
HAART	HSE Activity, Action and Reporting Tool
Hazard	Any physical or psychosocial situation with the potential to cause harm to people, damage to property, damage to the environment or damage to Company reputation.
HAZOB	Hazard Observation
HIPO	High Potential Incident
HSE MS	Health Safety & Environment Management System
IOGP	International Association of Oil and Gas Producers
KPI	Key Performance Indicator
LOC	Loss of Containment
LOPA	Layer of Protection Analysis
MAAWP	Maximum allowable annulus working pressure
MOC	Management of Change
MTL	Maintenance Team Lead
NOPSEMA	National Offshore Petroleum Safety and Environment Management Authority
NT	Northern Territory
OIM	Offshore Installation Manager
OPGGGS Act	<i>Offshore Petroleum and Greenhouse Gas Storage Act 2006 (Cwlth)</i>
OPGGGS (Environment) Regulations	Offshore Petroleum and Greenhouse Gas Storage (Environment) Regulations 2023 (Cwlth)
ORA	Operational risk assessment
OTL	Operations Team Lead
P&ID	Piping and Instrumentation Diagram
PAGA	Public address and general alarm system
PSD	Process Shutdown

Abbreviation/ Term	Definition
PRD	Pressure Relief Device
PSSR	Pre-startup Safety Review
PSV	Pressure safety valve
Quality defect	Any deviation from specified requirements, Code, standards, Specification or intended outcomes. Such defects can arise at any stage of a project, operation or work program.
RCA	Root Cause Analysis
Recordable incidents (NOPSEMA)	NOPSEMA defines a recordable incident as a breach of an environmental performance outcome or standard in the environment plan that applies to the activity and is not a reportable incident.
Reportable incident (NOPSEMA)	NOPSEMA defines a reportable incident as an incident relating to the activity that has caused or has the potential to cause moderate to significant environmental damage. These are defined in the titleholder's environment plan.
SCE	Safety Critical Element
SIF (Process Safety)	Safety Instrumented Function
SIL	Safety Integrity Level
TSV	Thermal shutoff valve
WMPC Act	<i>Waste Management and Pollution Control Act (NT)</i>

APPENDIX A: Injury and Illness Classification Decision Tool

Instructions: Starting at section 1 below, answer each question by placing a mark in the 'Y' or 'N' column (AND INCLUDE ANY RELEVANT COMMENTS), then follow the instructions listed under each section heading.

1. Is the Injury or Occupational Illness Non Work-Related?

- Any tick in the "Y" column means it is **not** work related and the remainder of document does not need to be completed (ensure any relevant comments are included for support).
- If it **is** work related – continue on to section 2.

Question	Y	N	Comment
Did the injury / illness occur while the person was working from a home office and while performing tasks which were not related to their work (e.g. domestic chores)?			
Did signs or symptoms surface at work but resulted solely from a non-work related incident or exposure that occurred outside the work environment?			
Was the person rostered off their normal work tasks and spending recreation/rest in the Living Quarters?			
At the time of the injury / illness, was the person present in the work environment as a member of the general public rather than as an employee/contractor?			
Did the injury / illness result solely from activity in voluntary community or civic projects away from the work environment?			
Did the injury / illness result solely from voluntary participation in a wellness program or in a medical, fitness, or recreational activity?			
Did the injury / illness solely result from a person eating, drinking, or preparing food or drink for personal consumption?			
Did the injury / illness solely result from a person doing personal tasks outside of their assigned working hours?			
Did the injury / illness result from personal grooming; self-medication for a non-work-related condition, acts of violence unrelated to their employment or was intentionally self-inflicted?			
Is the illness the common cold or flu?			
Did the injury/illness occur during travel between home and the worker's normal place of work using private/public transport?			
Did the injury/illness occur during travel between home and an offshore facility (inclusive of all airports, air and road travel)?			
Did the injury/illness occur during travel between home and a temporary residence (inclusive of all airports, air and road travel)?			
Did the injury/illness occur during travel between a temporary residence (e.g. hotel) and a temporary workplace (worksite)?			
Did the injury / illness occur while the person was engaged in a non-work activity during company travel (e.g. sightseeing after work)?			
Did the injury / illness NOT have a clear connection to a specific work activity or the work environment (e.g. pre-existing chronic musculoskeletal disorder)?			

2. Is this case an Injury or an Illness

☐ Injury	☐ Illness
Any physical or psychosocial injury such as a cut, sprain, fracture, amputation, psychosocial trauma etc., which results from a work-related activity or from an exposure involving a single incident in the work environment. Examples: cuts, fractures, burns, acute sprains/strains, psychosocial trauma.	Caused by exposure to environmental factors associated with employment. Occupational illness may be caused by inhalation, absorption, ingestion of, or direct contact with the hazard, as well as exposure to physical and psychosocial hazards. It will generally result from prolonged or repeated exposure and cannot be attributed to a single incident. Examples: noise induced hearing loss, skin disease, heat stress, chronic musculoskeletal disorders (e.g. tennis elbow).

3. Is the incident a New Case (not a recurrence)?

- Any tick in the "Y" column means it **is** a new case - continue to section 4. If we have different opinions from two or more health professionals choose most authoritative.
- If **not** a new case, reopen the original incident and update severity as required – continue on to section 4.

Question	Y	N	Comment
Has the involved person not previously experienced a recorded injury / illness of the same type that affects the same part of the body?			
Was the injury / illness precipitated by a new workplace incident or exposure?			
Has the involved worker previously experienced an injury / illness that affected the same part of the body but recovered completely (all signs/symptoms disappeared) & an incident/exposure in the work environment caused the signs/symptoms to reappear?			

4. Is it a Lost Time Case?

- Any tick in the "Y" column means it **is** a Lost Time Case. If we have different opinions from two or more health professionals choose most authoritative.
- If **not** a Lost Time Case – continue on to section 5.

Question	Y	N	Comment
Was the involved person unable to attend work beyond the day or shift the injury / illness occurred regardless of their next rostered shift?			
Was the involved person unable to seek further medical assessment due to the inability of a medical appointment (e.g. closed for the weekend or triaged until the next day).			
Did the physician or other licensed health care professional recommend days away but the person came to work anyway?			

5. Is it an Alternate Duties Case?

- Any tick in the "Y" column means it **is** an Alternative Duties Case (ADC). If there are different opinions from two or more health professionals choose most authoritative (Note: Routine functions are those work activities the person regularly performs at least once per week)
- If **not** an Alternative Duties Case – continue on to Part 6.

Question	Y	N	Comment
On the day after the injury / illness, did the most senior health person on site authorise to keep the involved person from the full performance of their regular job, or from working the full workday that they would otherwise have been scheduled to work?			
On the day after the injury / illness, did a physician or licensed health care professional recommend that the involved person not perform one or more of their routine functions, or not work the full workday that they would otherwise have been scheduled to work? Tasks that are typically performed daily.			
Has the involved person completed work normally despite a necessary restriction from the health professional?			

6. Is it a Medical Treatment Case?

- Any tick in the "Y" column means it **is** a Medical Treatment Case (MTC).
- If **not** a MTC, check to see if it meets the definition of a First Aid Case (FAC) – see section 7.

Question	Y	N	Comment
Did the involved person undergo procedures which were NOT diagnostic in nature (diagnostic includes X-rays, blood tests, use of prescription medications used solely for diagnostic purposes e.g. eye drops to dilate pupils)?			
Has a physician or licensed health care professional issued or used a prescription only medication or used a non-prescription medication at prescription strength?			
Did the involved person receive physiotherapy, occupational therapy or chiropractic treatment following a physician's referral for ongoing treatment of a condition (i.e.: other than an initial appraisal for observation or counselling)?			
Was a loss of consciousness reported by the involved person or witness by bystanders?			
Was the incident an injury involving Occupational Hearing Loss?			
Was the incident a significant injury diagnosed by a physician or other licensed health care professional for which no treatment was given or recommended at the time of diagnosis but included any of the following: - Punctured ear drums? - Broken teeth? - Fractured ribs or toes? - Byssinosis - A type of occupational cancer?			
Did the involved person receive any of the following treatment: - Wound closing devices (e.g. sutures, staples)? - Devices with rigid stays or other immobilization systems that were non-temporary in nature (i.e.: not for patient transfer only)? - Oxygen therapy			

Did the involved person receive any of the following treatments: - Immunizations following an injury/ illness (e.g. Hep B or rabies) other than tetanus? - Surgical debridement? - Intravenous administration of glucose/saline/other fluids?			
Was the incident involving a needle stick injury or cut from sharp objects contaminated with another person's blood or other potentially infectious material?			

7. Is it a First Aid Case?

- Any tick in the "Y" column means it is a First Aid Injury or Illness

Question	Y	N	Comment
Did the registered / appointed health professional on site allocate a precautionary management plan and place the involved person on a soft tissue management plan with or without precautionary recommendations to their duties for a maximum 72 hour period?			
Did the involved person undergo procedures which were only diagnostic in nature?			
Did the involved person visit a physician including Medical Practitioner, Physiotherapist or other licensed health care professional solely for observation or counselling?			
Has a physician or licensed health care professional issued a non-prescription medication at non-prescription strength?			
Did the involved person receive any of the following treatments: - Wound coverings such as bandages, Band-Aids™, gauze pads, etc.; or using butterfly bandages, liquid bandage/surgical glue used to cover a wound, or Steri-Strips™? (Note: IOPG does not specify glue as first aid treatment. INPEX choose to include this treatment for clarity)? - Cleaning, flushing or soaking wounds on skin surface? - Tetanus immunization? - Hot or cold therapy? - Non-rigid means of support (e.g. elastic bandages, wraps, non-rigid back belts)? - Using temporary immobilization devices while transporting an injured person? - Drilling of a fingernail/toenail to relieve pressure or draining a blister? - Using finger guard? - Eye patch or finger guard? - Removal of foreign bodies from the eye using only irrigation or cotton swab? - Removal of splinters/foreign bodies from non-eye areas by simple means (e.g. irrigation, cotton swab, tweezers)? - Massage? - Drinking fluids for the relief of heat stress?			

8. Final Determination:

Please complete the below confirming the final classification for entry into the Company Incident Management System . Please exclude any confidential information prior to uploading.

Classification Recommendation (please tick)	
Work Related ☐	Not Work Related ☐
Injury ☐	Illness ☐

APPENDIX B: Life-Saving Rule Categories and Actions

- **Bypassing Safety Controls**

- I understand and use safety critical equipment and procedures which apply to my task
- I obtain authorisation before:
 - disabling or overriding safety equipment
 - deviating from procedures
 - crossing a barrier

- **Confined Space**

- I confirm energy sources are isolated
- I confirm the atmosphere has been tested and is monitored
- I check and use my breathing apparatus when required
- I confirm there is an attendant standing by
- I confirm a rescue plan is in place
- I obtain authorisation to enter

- **Driving**

- I always wear a seatbelt
- I do not exceed the speed limit, and reduce my speed for road conditions
- I do not use phones or operate devices while driving
- I am fit, rested and fully alert while driving
- I follow journey management requirements

- **Energy Isolation**

- I have identified all energy sources
- I confirm that hazardous energy sources have been isolated, locked, and tagged
- I have checked there is zero energy and tested for residual or stored energy

- **Hot Work**

- I identify and control ignition sources
- Before starting any hot work:
 - I confirm flammable material has been removed or isolated
 - I obtain authorisation
- Before starting hot work in a hazardous area I confirm:
 - a gas test has been completed
 - gas will be monitored continually

- **Line of Fire**

- I position myself to avoid:
 - moving objects
 - vehicles
 - pressure releases
 - dropped objects
- I establish and obey barriers and exclusion zones
- I take action to secure loose objects and report potential dropped objects

- **Safe Mechanical Lifting**

- I confirm that the equipment and load have been inspected and are fit for purpose
- I only operate equipment that I am qualified to use
- I establish and obey barriers and exclusion zones
- I never walk under a suspended load

- **Work Authorisation**

- I have confirmed if a permit is required
- I am authorised to perform the work
- I understand the permit
- I have confirmed that hazards are controlled and it is safe to start
- I stop and reassess if conditions change

- **Working at Height**

- I inspect my fall protection equipment before use
- I secure tools and work materials to prevent dropped objects
- I tie off 100% to approved anchor points while outside a protected area

APPENDIX C: Company Reporting Boundaries Matrix

Incident Reporting Boundaries are used to determine which incidents require reporting to Company. The table below provides guidance on which locations, activities and scope of work should be included within Company Reporting. If there is any doubt then the HSE Manager, HSE General Manager, or HSE Systems Reporting team should be consulted.

Note: Any work related injury or illness where no treatment is provided however the IP reports a minor injury or illness (or potential) is required to be classified as Report Only.

LOCATIONS, ACTIVITIES AND SCOPE OF WORK	EXAMPLES	WITHIN REPORTING BOUNDARIES	STATISTICAL REPORTING	REPORTED AS NON-WORK-RELATED (NWR)
Company control (person or location)				
Performing work at Company controlled offices/ facilities or premises	Any office where INPEX Australia is the lease holder (e.g., CPF/ FPSO, LNG processing plant storage warehouse for critical spares and process consumables).	YES	YES	NO
Direct or third-party contractors performing work under the Company BMS: HSE requirements or permit to work or performing work on Company-controlled offices, facilities or premises	Catering, cleaning, maintenance (integrity and reliability, electrical, etc. done via non-destructive testing, surveyors, RATS (Rope Access Technicians), etc.) and security personnel	YES	YES	NO
Conducting work tasks in a Company controlled work environment outside assigned work hours	Non-approved or approved overtime	YES	YES	NO
Conducting personal tasks in a Company controlled work environment outside assigned work- hours	Gymnasium and sporting activities, printing personal flyers, Internet surfing, attending to personal hygiene, sleeping, etc.	YES	NO	YES
Casual visitors and non-contractual delivery services on premises controlled by Company Division that are escorted by Company employees or the contractor's employees	Customers, suppliers, public officials, tour groups, couriers, office supply or vending-machine deliveries	YES	YES	NO
Company personnel/ direct contractor				
Performing work at third-party contractor facilities	FAT (Factory Acceptance Testing), inspections, reviews, meetings, etc.	YES	YES	NO
Accommodation				
Conducting work while living in the work environment (e.g. on an offshore facility), or while staying at leased private residential or third party provided accommodation, or from a fixed residence	Incident is directly related to work performance whilst in the accommodation (e.g. repetitive strain injury) rather than to general accommodation environment	YES	YES	NO
Conducting personal tasks, while living in the work environment (e.g. on an offshore facility), or while staying at leased private residential or third-party- provided accommodation	Includes all off-duty-related activities, such as gymnasium activities, hobbies, attending to personal hygiene, sleeping, etc.	YES	NO	YES
Commuting and travel				
Travelling from home to normal place of work using private/public transport (and vice versa)	Travelling between home and head office Travelling from home to ILNG	NO	NO	NO
Travelling from the airport to a temporary or permanent workplace (and vice versa)	Travelling from Perth Airport to arrival on an offshore facility	YES	YES	NO
Travelling from a temporary residence to a temporary workplace (and vice versa)	Out of town visitor, staying at a hotel and then driving to site.	YES	YES	NO

Travelling to/from work in company mandated transport	Travelling on a company provided bus service from an accommodation village to worksite	YES	YES	NO
Travelling from normal place of work to an alternative location / site to undertake work related activities / meetings	Worker driving to a remote location to undertake field inspections ILNG site based worker travelling from site to Darwin Corporate Office for a work related meeting	YES	YES	YES
Travelling in a work owned or hire vehicle for non-work related purposes	Out of town visitor using hire car to travel from hotel to visit restaurant/shops/attractions	NO	NO	NO
Using public transportation during company travel for non-work related purposes	Using a bus/train to sightsee after work	NO	NO	NO
Company parking lot or Company access road while commuting to or from work	ILNG Site carpark and/or access road	YES	YES	NO
Social incidents and conferences				
Participating in non-Company- initiated activities as a member of the general public	Includes conferences, luncheons, etc. If a fatality shall occur, it will be included in third-party statistics	NO	NO	N/A
Participation in an Company-sponsored activity or social incident	Town hall meeting, shu-kai	YES	YES	NO
Voluntary participation in a Company-sponsored activity or social incident	In a wellness program or in a medical fitness or recreational activity such as Christmas party, blood donation, physical examination, flu vaccination, exercise class, racquetball, rugby, team-building, etc.	YES	NO	YES
Third-party contractors (personnel or location)				
Activities and/ or personnel operating under a third-party contractor's HSE MS and supervision – but solely dedicated to Company activities	Fabrication workshop, logistics warehouse for provision and management of spares (including critical) and process consumables, fabrication, valve refurbishment and reconditioning, etc.	YES	YES	NO
Activities and/ or personnel operating under a third-party contractor's HSEMS and supervision - not dedicated solely to Company activities	Laydown yard, fabrication workshop, warehouse for provision and management of spares (including critical spares) and process consumables, fabrication, valve refurbishment/ reconditioning, etc.	NO	NO	N/A
Transport				
Company- dedicated, but contractor-owned transport operations of equipment and cargo	Company- dedicated contractor vehicles, road trains, watercraft, supply vessels and aircraft	YES	YES	NO
Non-dedicated contractor-owned transport travelling between Company and the contractor's facility	Contractor -owned vehicles, road trains, watercraft, supply vessels and aircraft used for multiple clients, not dedicated solely to Company activities	NO	NO	N/A
Conducting transport-related activities at premises controlled by Company.	Delivery or pick-up of products, waste, equipment etc. Production Cargo Vessels whilst connected to Company facility.	YES	YES	NO

Conducting marine operations in the Ichthys Field	Offtake tankers (piloting and hydrocarbon - loading operations under Company's supervision), vessels (PSV, standby), construction vessels, MODU, DSV	YES	YES	NO
Conducting marine operations outside Ichthys Field	Tankers, vessels (PSV, standby), construction vessels, MODU, DSV	NO	NO	N/A
Health-related (Company personnel or direct contractor)				
Ingestion of Company-supplied food at Company controlled premises or facilities, which could potentially include contaminated food or food allergens	Food contamination from workplace contaminants including lead or benzene, or soiled foods. Potential food allergens not labelled appropriately, including certain nuts, wheat, gluten, shellfish, milk/ dairy, egg, soy, sulphites, sesame, etc.	YES	YES	NO
Choking as a result of eating and/ or drinking on Company- controlled premises/ facilities whether or not food is supplied by the Company		YES	NO	YES
Non-catering personnel preparing food or drink for personal consumption on Company-controlled premises or facilities	Too-hot beverages, microwaved food, cut finger from opening a can	YES	NO	YES
Infected with contagious disease at Company-controlled premises or facilities	Tuberculosis, Ebola virus, brucellosis, hepatitis A, and pandemic diseases such as severe acute respiratory Syndrome (SARS), Influenza (H1N1), COVID-19	YES	YES	NO
Conducting personal hygiene tasks or self-medication for non-work-related conditions	Personal hygiene activities in restrooms or amenities such as bathroom breaks, shaving or applying make-up. Also, psychosocial disorders, self-mutilation, misuse of self-medication	YES	NO	YES
Increase in severity of a pre-existing medical condition while performing a Company work-related activity	All known pre-existing medical conditions, such as injuries to backs, knees, limbs, etc.	YES	YES	NO
Signs or symptoms of conditions that surface at Company-controlled facilities but result solely from a non-work-related activity or exposure	Home, sporting or gymnasium injuries received during personal time	YES	NO	YES
Work-related psychosocial stress	Bullying, harassment, work demands (e.g. workload, work patterns, work environment), conflicting roles, negative work relationships, poor organisational change, or lack of line management and colleague support	YES	YES	NO

APPENDIX D: PROCESS SAFETY FUNDAMENTALS CATEGORIES AND ACTIONS

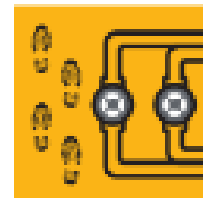


PROCESS SAFETY FUNDAMENTALS



We respect hazards

- We improve our understanding of process safety hazards at our location and our roles in controlling them.
- We are vigilant about the potential impacts of uncontrolled process safety hazards.
- We discuss process safety hazards before starting a task.
- We bring forward process safety hazards to be included in activity risk assessments.



We walk the line

- We use up-to-date documentation (e.g., Piping and Instrumentation Diagrams) that accurately reflect installed systems and equipment.
- We physically confirm the system is ready for the intended activity (e.g., valve positions, line up of relief devices, etc.)
- We alert supervision to identified documentation and readiness issues before operation.



We apply procedures

- We use operating and maintenance procedures, even if we are familiar with the task.
- We discuss the key steps within a critical procedure before starting it.
- We pause before key steps and check readiness to progress.
- We stop, inform supervision and avoid workarounds if procedures are missing, unclear, unsafe, or cannot be followed.
- We take time to become familiar with, and practice, emergency procedures.



We control ignition sources

- We identify, eliminate, or control the full range of potential ignition sources during task risk assessments and during job preparation and execution.
- We minimise and challenge ignition sources even in "non-hazardous" areas.
- We eliminate ignition sources during breaking containment and start-up and shutdown operations.



We sustain barriers

- We discuss the purpose of hardware and human barriers at our location.
- We evaluate how our tasks could impact process safety barriers.
- We speak up when barriers don't feel adequate.
- We perform our roles in maintaining barrier health and alert supervision to our concerns.
- We use an approval process for operations with degraded barriers.



We recognise change

- We look for and speak up about change.
- We discuss changes and involve others to identify the need for management of change (MOC).
- We review the MOC process for guidance on what triggers an MOC.
- We discuss and seek advice on change that occurs gradually over time.



We stay within operating limits

- We discuss and use the approved operating limits for our location.
- We escalate where we cannot work within operating limits.
- We alert supervision if an alarm response action is unclear or the time to respond is inadequate.
- We obtain formal approval before changing operating limits.
- We confirm that potential for overpressure from temporary pressure sources has been addressed.



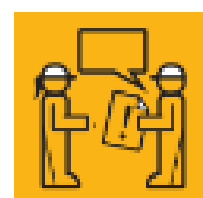
We stop if the unexpected occurs

- We discuss the work plan and what signals would tell us it is proceeding as expected.
- We pause and ask questions when signals and conditions are not as expected.
- We stop and alert supervision if the activity is not proceeding as expected.



We maintain safe isolation

- We use isolation plans for the specific task, based on up-to-date information.
- We raise isolation concerns before the task starts and challenge when isolation plans cannot be executed.
- We check for residual pressure or process material before breaking containment.
- We monitor the integrity of isolations regularly and stop to reassess when change could affect an isolation integrity.
- We confirm leak tightness before, during, and after reinstating equipment.



We watch for weak signals

- We proactively look for indicators or signals that suggest future problems.
- We speak up about potential issues even if we are not sure they are important.
- We persistently explore the causes of changing indicators or unusual situations.

For more information on Process Safety Fundamentals, please visit www.iogp.org/PSF

APPENDIX E: DEFINITIONS UNDER NT LEGISLATION

Term	<i>Waste Management Pollution Control Act</i>	<i>Water Act</i>
Environment	Defined as land, air, water, organisms and ecosystems and includes: - the well-being of humans - structures made or modified by humans - the amenity values of an area, and - economic, cultural and social conditions.	Defined as all aspects of the surroundings of man, including the physical, biological, economic, cultural and social aspects.
Environmental harm	Defined as: - any harm to or adverse effect on the environment, or - any potential harm (including the risk of harm and future harm) to or potential adverse effect on the environment, of any degree or duration and includes environmental nuisance.	Defined as any harm to or adverse effect on, or potential harm to or adverse effect on, the environment.
Environmental nuisance	Defined as: - an adverse effect on the amenity of an area that: - is caused by noise, smoke, dust, fumes or odour; and - unreasonably interferes with or is likely to unreasonably interfere with the enjoyment of the area by persons who occupy a place within the area or are otherwise lawfully in the area; or - an unsightly or offensive condition caused by contaminants or waste.	Not defined
Material environmental harm	Defined as environmental harm that: - is not trivial or negligible in nature - consists of an environmental nuisance of a high impact or on a wide scale - results, or is likely to result, in not more than \$50,000 or the prescribed amount (whichever is greater) being spent in taking appropriate action to prevent or minimise the environmental harm or rehabilitate the environment; or - results in actual or potential loss or damage to the value of not more than \$50,000 or the prescribed amount (whichever is greater).	Defined as environmental harm that: - is not trivial or negligible in nature - results or is likely to result in not more than \$50,000 being spent in taking appropriate action to prevent or minimise the harm or rehabilitate the environment; or - results in actual or potential loss or damage to the value of not more than \$50,000
Serious environmental harm	Defined as environmental harm that is more serious than material environmental harm and includes environmental harm that: - is irreversible or otherwise of a high impact or on a wide scale; - damages an aspect of the environment that is of a high conservation value, high cultural value or high community value or is of special significance; - results or is likely to result in more than \$50,000 or the prescribed amount (whichever is greater) being spent in taking appropriate action to prevent or minimise the environmental harm or rehabilitate the environment; or - results in actual or potential loss or damage to the value of more than \$50,000 or the prescribed amount (whichever is greater).	Defined as environmental harm that is more serious than material environmental harm and includes environmental harm that: - results or is likely to result in more than \$50,000 being spent in taking appropriate action to prevent or minimise the harm or rehabilitate the environment - results in actual or potential loss or damage to the value of more than \$50,000 - damages an aspect of the environment that is of a high conservation value or of special significance, and - is irreversible or otherwise of a high impact or on a wide scale.

11. RECORD OF AMENDMENT

Revision	Section	Amendment
7	Section 1	Inclusion of guidance for determining Process Safety Fundamental Classification
	Section 4	Inclusion of definition and reporting requirements for Quality Defect / Non-Conformance incidents.
	Section 5	- Amalgamation of the Externally Notifiable Environmental Incidents Guideline (0000-AH-GLN-60029) content into this Incident Reporting and Classification Guideline. - Changes of Environmental incident and notification guidance reflect updated external department names, and redefined terminology and processes, to be consistent with NT EPA, DCCEEW and NOPSEMA requirements.
	Section 7	- Further clarification for Process Safety LOC incident classifications and their relation to HS incidents. - Further guidance around Tier 3: Loss of Containment of Steam

Document Endorsement and Approvals

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Delegation of Authority

From Name	To Name	Date and Time	Action

Name	Title

Electronic Endorsement and Approval

Electronic approval of this document complies with the issued INPEX Electronic Approval Standard (0000-A9-STD-60011) and records evidence that the applicable person has either endorsed and/or approved the content contained within this document. The reviewers of this document are recorded in the CDS.

Name	Title	Date and Time	Action
Nigel Ross	HSE Support Manager	01/05/26 14:51	Approver