

NOTE

Restricted

To:	Location: Farmsum, DLZ-TP
From:	Date: 11/10/2018
Copy:	Doc. No.: EP201810201550
	Status: final

Subject:	Terms of Reference 'Incident HC-condensate spill Farmsum'	
Fountain reporting	- Incident	2180260
	- Investigation	459064
	- Date of Incident	05/10/2018 first notification 08/10/2018 realisation off spill
	- Date Reported	10/8/2018 12:20 PM
	- Location	Tankenpark Delfzijl (DLZTP)
	- Incident owner	Operations TL FAC&D/P
	- Investigation Lead	Discipline lead Civil, Pipelines & Inspection
Objective	The objective of the investigation is to investigate the incident to determine the causes and to identify action that can be taken to prevent recurrence.	
Top statement	<i>HC-Condensate spill to environment with significant reputation damage</i>	
Split statements	Why a spill?	Why significant reputation damage?
Topics to be covered	- Design Integrity - Technical Integrity - Operating Integrity - Permits - Behaviors	- why realization after 3 days - Behaviors - ECT & CMT - Communication Relationship Management
Time frame investigation	03/10÷12/10 (-5/+4 days)	04/10÷12/10 (-4/+4 days)
Investigation method	Causal Learning	Causal Learning
Investigation team	- TA2 Process - Civil TA3 - Ops supervisor, FAC and D/P - HSE causal learning facilitator	- ER Manager NAM - Sr Partnership Manager ER Netherlands - Environmental specialist - HSE causal learning facilitator
Reporting	A weekly update will be organized to incident owner, operations manager and asset manager.	
Deliverables	A report will be delivered as per NAM standard template for causal learning, in English. The underlying documents, timeline and causal learning tree will be compiled in Dutch.	
Costs	Cost code to be supplied	

Planning	Week 41	Fact finding: determine the sequence of events that led up to the incident and immediate actions taken
	Week 42	Data gathering and interviews
	Week 43	Causal Learning of the incident: identification of direct and underlying causes of the incident
	Week 44	Reporting and discussion
	Week 45	Drafting LFI
	Week ?	Presenting results
References	See Fountain notification and attachments	
Approval	Incident owner	Asset Manager Groningen
	12/10/2018	12/10/2018