



MONTHLY NEWSLETTER

SAFETY

It is imperative to ensure all of our equipment is fit for duty or “job ready”. Any operating equipment that is stored in our shops or at a job site must have a “RED TAG” or “GREEN TAG” attached indicating readiness for operation. There should be no operating equipment “untagged” in either of these situations.



Once the equipment has been successfully serviced, the red tag must be removed and a green tag must be placed on the unit. Equipment that has been serviced that does not have a green tag may not be used until a competent person has re-checked the unit and then placed a green tag on it. Ensure all employees understand:

- Refer to HCPSCEHS-03001 for full procedure on SharePoint [Red Tag Green Tag Procedure](#).

SAFETY COMPLIANCE

- **Red Tag** - Not ready for use
- **Green Tag** - Ready for use
- Every operating piece of equipment should have been inspected by **October 5th**
- Glove Compliance – **October 1st**
- Hazard Recognition Form – **October 31st**
- Stop Work Forum – **November 30th**

LOSS PREVENTION SYSTEM (LPS)

LPS is the common safety language of HydroChemPSC, it connects all of our workers in the field and keeps them safe.

LPS only works effectively if it is being properly stewarded and promoted by our leadership. Take it seriously and drive it into your business! Managers who take it seriously have supervisors and field crews who take it seriously.

Supervisor’s should be having an “LPSA Conversation” with each direct report at least 1 X per week.

LPSA Conversations should be one-on-one discussions designed to make sure the LPSA is being done correctly and hazards are being identified and mitigated. This is your moment to coach and mentor your team.

Ensure you are having these conversations with your teams every day, all throughout the day.

HEALTH & BENEFITS

Open Enrollment is your once-a-year opportunity to make changes to your benefit plans. If you like your current plan, no action is necessary. Look for more information regarding Open Enrollment, your 2019 benefits plan design & benefit premiums, coming soon to your home mailbox!

As of October 1st, the 401K plans have been combined into one plan, administered by Principal Financial. Changes in investments, transfers of existing retirement funds and requests for loans under the existing PSC 401(k) Plan have been paused during a blackout period that began on September 25 and will end the week of October 22nd.

Flu season starts in October & peaks between December through February. HydroChemPSC Blue Cross Blue Shield members may be able to get a flu shot for \$0 out of pocket at your local pharmacy.

SOURCING

We are excited to announce two major cost savings initiatives: the new Wex fuel card program which has been implemented and a new FRC and uniform policy which is in the process of being developed.

Fuel: We are now using Wex Fuel Cards to bring you lower costs, greater station coverage and better analytics. Please ensure Wex card holders read & understand how to use their new cards (See attachment)

Uniforms: In September we began reviewing how we supply uniforms across the company. It is clear we have an opportunity to improve our uniform service and reduce our uniform cost.

ANNUAL SAFETY TRAINING

In order to keep our OSHA training requirements current, everyone who has been trained to an OSHA 24 Hour or 40 Hour HAZWOPER standard must have 8 hours of annual refresher training.

HydroChemPSC will be providing a comprehensive manual for branches to review with their employees to meet this federal requirement. We have re-styled the information to be easier to read, process and train. Good Catches from the past years from HydroChemPSC are called out and displayed. Shared Learnings are distributed throughout the text for you to share with your teams. Don’t forget there is a test that must be completed to ensure that the annual refresher is worthwhile and effective.

The manuals will be shipped to arrive by December 1, 2018. Locations will have until Jan 30, 2019 to complete the training, and update Alliance. We recommend that you present the information in a group session, so you can discuss the annual refresher modules as a group and coach/mentor your teams accordingly. To make sure this is done we will be randomly

As an employee of HydroChemPSC you are responsible, authorized, and expected to STOP ANY WORK you feel to be questionable or unsafe.

Please remember that no job is so critical or urgent that we cannot take the time to do it safely. If you are asked to practice an unsafe act - STOP IMMEDIATELY and please feel free to call either one of us at 713-393-5600.

Brad Clark
Chief Executive Officer

Gary Noto
Chief Operating Officer

Rick Pitman
Sr VP EH&T

surveying approx. 2-3 employees per location to determine how the training was conducted if it was 8 hours and if the test was administered correctly.

PROMISE ME

We believe everyone has a safety story to tell. And we encourage you to share it with us as part of the Promise Me campaign. Your story or your family's story can make a big impact in someone's life. It may even save it. You can participate in three ways:

- Send a photo that how, why or for whom you stay safe.
- Or write a quote, note, story or comment.
- Or submit your branch or team story for a future Promise Me video.

Go to www.promiseme.com/contact/ for more info.

OPERATIONS UPDATE

October is in the midst of being our busiest month of the year primarily due to the number of turnarounds across the entire country. Currently we are executing in excess of 24 turnarounds requiring personnel and equipment resources greater than our branches routine baseload. To date these turnarounds have been very successful from a SAFETY and EXECUTION standpoint. This success is due to the quality of our people who are disciplined in the execution of LPS and efficient in the use of automation resources. The high volume of workload will continue through mid-November, so must maintain our focus to prevent fatigue.

P66 Wood River, a 356,000 bbl a day refinery, started their fall turnaround at the beginning of September for their Aromatic and E-train units. The turnarounds were performed while

maintenance performed both a crude pitstop and a complete decoke. We were their chosen provider for all hydroblasting in the units and on the pad, as well as the majority of the vacuum service support. We provided more than twenty-eight (28) vacuum trucks, twenty-one (21) hydroblast pumps, four (4) ATL5000's, two (2) shell side machines and numerous automated tooling applications to the facility operating around the clock to complete the scopes of work. Multiple services including Vapor Control were utilized to supplement the core service work. **Over 160+ employees worked safely and diligently to complete the work with no injuries, ahead of schedule and under budget!** The TA Manager stated it was the best turn around cleaning execution in the history of the facility Thanks to all for your hard work and team efforts!!!



LEADER PROFILE

GABRIEL RIVERA-NEWARK, NJ

Gabe is a 15 year veteran of the industrial cleaning industry. He's a husband, a father of three girls, a Patriots fan and always puts his crew first.

"I have four girls including my wife, so that's one of the reasons I stay safe. I make sure I can come home to my girls."



Have something you want to see in the newsletter? Have a question or comment about communications within the company? We have a new email specifically set up to get feedback from our employee's. Hearing from our employees in the best way to gauge the health of our company. Feel free to drop us a line at:

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