

# DID YOU KNOW

## COMPATIBILITY IS A KEY PART OF CHEMICAL SAFETY.

You've probably heard the old phrase that oil and water don't mix. The fact is, there are many chemicals in our industry that must not be used or stored together.

Combining incompatible chemicals, or storing them in too close proximity to each other, can result in adverse reactions such as the release of toxic, corrosive, or flammable vapors and liquids, excessive heat generation, even explosions. With some chemicals, exposure to air or water might even trigger such reactions.

Don't make decisions you've not been trained to make. Don't do something now that might be harmful later. Use your authority through the management of change and stop work processes to correct a situation you view as potentially being harmful. When it comes to chemicals, ask the experts.



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Safety Moment Subject suggested by: Taylor Robinson, *Halliburton Employee*

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# DID YOU KNOW

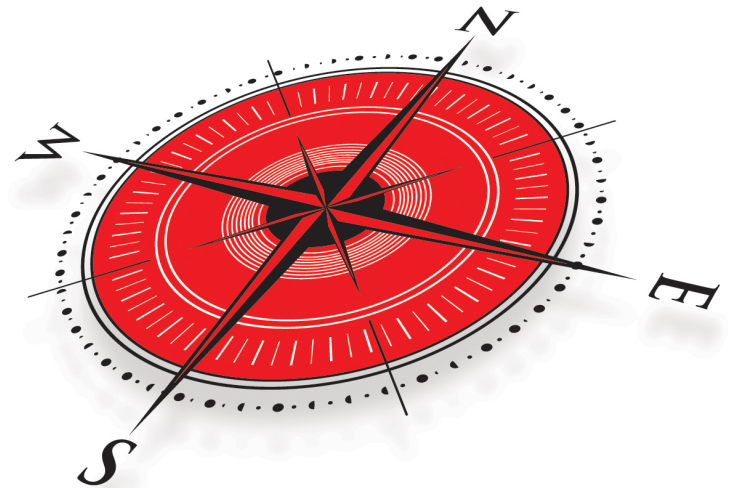
WHEN YOU'RE TRYING TO GET SOMEWHERE, IT'S SAFEST TO KNOW AND SHARE BEFORE YOU GO.

Got a vehicle trip coming up? Don't just drive it. Manage it.

Tell your friends, family, or co-workers where you're going, the route you're taking, and when you plan to arrive.

Get information in advance on the upcoming weather and how that might affect road conditions and travel time.

On the road, if your vehicle becomes disabled, stay with it. Use a cell phone to call for help, or use a GPS to provide your location. The more planning you do in advance, the more likely you are to have a safe and successful journey.



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Safety Moment Subject suggested by: Darren Franklin, *Halliburton Employee*

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# DID YOU KNOW

## CARELESS MANAGEMENT OF CHANGE CAN CRIPPLE YOU.

Many HSE incidents—and business financial losses—are directly related to the uncontrolled or poor management of a minor or major workplace change.

What constitutes a workplace change that may well require a Management of Change (MOC) directive? It's changes to, or the introduction of, different *chemicals, equipment, critical suppliers, facilities, products, processes, and operations. Even new key personnel.*

If you see change, don't ignore it. Managing any size change—and doing it right—is the smart, safe thing to do.



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# DID YOU KNOW

SAFETY IS NOT ONLY ABOUT  
TAKING PRECAUTIONS, IT'S ALSO  
ABOUT TAKING RESPONSIBILITY.

There's a catch phrase that's being heard more and more these days. "See it. Own it." That phrase is particularly applicable to safety.

If you see an unsafe situation, or even a potentially unsafe situation, don't just walk away. Take responsibility for getting it corrected.

Whether it's in the office, while you're traveling, or at the work site, wherever you see something that you believe is unsafe, or could lead to an adverse incident, speak up. If it's unsafe to actually do something about it yourself, keep others out of the unsafe zone and contact your supervisor.

Think how you'd feel if you did nothing, then heard later that someone was injured.



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Safety Moment Subject suggested by: Allen McClure, *Halliburton Employee*

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# DID YOU KNOW

‘IT’S NOT THE HEAT, IT’S THE HUMIDITY’, IS MORE THAN A CLICHÉ, IT’S A DANGER SIGNAL.

It’s true that when you sweat, perspiration evaporates and actually helps cool the body. But if you’re working in an environment that’s both hot and humid, that humidity can actually reduce the degree to which the body can lose heat by evaporation. The harder it is to cool off, the easier it is to suffer a heat related illness.

Wearing light, loose-fitting clothes, such as cotton and light colors, can help. But it’s best to keep the basics in mind, too, like wearing a proper hat to keep the sun off your head and neck.

Drink lots of water to stay hydrated. And if you’re doing strenuous work, take breaks often to cool down.



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# DID YOU KNOW

THE BEST WAY IN  
IS NOT ALWAYS  
THE BEST WAY OUT.

Sometimes safety is about quickly getting away from an unsafe situation. That's why it pays to know your exits.

Chances are you're aware of the exits from your home or your workplace. But what about the stores where you shop, the public buildings you enter, the venues you take your family to, or the hotels where you stay?

Get in the habit of always locating the emergency exit wherever you are. If you know exactly where to go, you'll get there a lot quicker.



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Safety Moment Subject suggested by: Martha Cuthill, *Halliburton Employee*

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# DID YOU KNOW

## YOU NEED TO GO ON OFFENSE TO DEFEND AGAINST MALARIA.

Malaria is a disease caused by a parasite passed from one human to another by the bite of infected mosquitoes. It's dangerous. Sometimes deadly. If you're traveling to an area where malaria is a factor, take preventive medications. Depending on the type of medication prescribed, you may need to begin taking it anywhere from one day to two weeks prior to departure. But prevention doesn't end there.

While "in country", you should try to avoid mosquito bites by wearing protective clothing over arms and legs, using screens on windows, as well as applying insect repellent. You may even need to continue medications for a month or so after your trip. Check with your physician to be sure. Better safe, than sorry.



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# DID YOU KNOW

SOMETIMES THE MOST  
IMPORTANT WORK YOU CAN  
DO IS TO STOP WORKING.

If you're working and you see a process that is not being followed correctly, or if you notice at-risk behavior going on, take the initiative and call a quick time-out. Then confer with your workmates to make sure everyone knows the safe way to continue.

Executing Stop Work Authority to right safety wrongs and catch potential unsafe action before it actually happens is not only responsible, it's also effective. In fact, in the oil and gas industry, it's been one of the most successful approaches to safety in the last decade.

Empower the people around you. Encourage them to watch for unsafe conditions or processes, and when it's necessary, stop the job until it can be done safely.



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Safety Moment Subject suggested by: Brent Johnson, *Halliburton Employee*

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# DID YOU KNOW

## WHY IS IT IMPORTANT TO KEEP YOUR WORKSPACE CLEAN?

TO ENSURE THAT CONFIDENTIAL INFORMATION ISN'T SHARED UNKNOWINGLY.

1. Keep your workstation clean and secure.
2. Lock your screen before leaving your desk.
3. Lock away important and confidential documents.
4. Never keep passwords in view of your desk.
5. Shred sensitive documents you don't need anymore.
6. Don't make it easy for someone to walk into your office and steal information.

**A messy desk is a vulnerable desk. Clean up your area.**



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Safety Moment Subject suggested by: Brent Johnson, *Halliburton Employee*

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# DID YOU KNOW

## WATER CAN GO BAD

### 7 Tips for Keeping Your Drinking Water Safe

1. Do not handle the rim or mouth of a drinking container.
2. Use glass, ceramic or metal containers for drinking water.
3. Do not expose water to the open air or heat, which can introduce germs.
4. Do not drink water from plastic bottles that have been open for long periods.
5. Discard leftover water that has been sitting for two or more days.
6. Discard old or expired bottled water — some brands have a date stamp.
7. Never reuse plastic bottles for drinking water.



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# DID YOU KNOW

## FIRE EMERGENCY READINESS CAN SAVE LIVES

Conduct routine fire drills with 100% participation, and ensure everyone knows fire extinguisher placement, evacuation routes, and safe assembly areas. Inspected fire extinguishers should be located where they can be retrieved quickly and easily.

In the event of an emergency, direct everyone to the predetermined assembly area, and conduct a head count to confirm no one is missing.

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# DID YOU KNOW

## ARE YOU A TARGET?

YOU MAY NOT REALIZE IT, BUT YOU ARE A TARGET FOR CYBER CRIMINALS. IDENTITY THEFT IS ON THE RISE. BE AWARE AND TAKE PREVENTIVE ACTIONS TO PREVENT BECOMING A VICTIM OF IDENTITY THEFT.



### Protect Your Passwords

- Create complex passwords
- Don't share your passwords
- Wherever possible, use two-factor authentication



### Secure Your Devices

- Set a strong passcode
- Download apps from trusted sources only
- Never leave your devices unattended
- Keep devices updated with latest patches



### Be Cautious on Social Media

- Limit the amount of personal information you post
- Manage your account privacy settings
- Double check what you post online



**It only takes seconds for someone to steal your identity and use it to commit fraud.**

**Take control of your identity.**

**Educate yourself on computer and application privacy options.**

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Safety Moment Subject suggested by: Halliburton Information Technology

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# DID YOU KNOW

YOU'RE NOT JUST RESPONSIBLE  
FOR WHERE YOU ARE, BUT ALSO  
FOR WHERE YOU'VE BEEN.

That's particularly important when you're working at heights. In addition to taking precautions while you're working, you have to be mindful of how you leave the worksite.

Items blown by the wind or jarred loose can cause damage to property and people. Make sure no loose objects are left behind after you've completed your work. Check your area before you check out.

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