




# Well Expertise Verification Report

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## Pre-contract Verification of Dolphin Drilling

AUDITEE					
Dolphin Drilling					
AUDIT NO.					
EA-2020-07					
APPROVAL					
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1.0	01.09.2020	A. B. Meisler 	M. Laget  S. Seland 	Morten Haugland	



02	01.09.2020	Issued for Use	<i>Anniken B. Meisler</i> A. Meisler	<i>Arild Eugen Lund</i> A. E. Lund	<i>E. Framnes</i> E. Framnes
01	27.08.2020	Draft for review	A. Meisler	A. E. Lund	E. Framnes
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Title:

Pre-contract Rig Verification Report  
Dolphin Drilling for Oselvar PP&A

Document number:  
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# 1 Introduction

## 1.1 Scope and Objectives

DNO Norge AS (DNO) and Dolphin Drilling AS (DDAS) has entered a Letter of Intent for use of the semi-submersible rig Borgland Dolphin for the upcoming Oselvar PP&A (permanently plug and abandonment) project.

The objective of the verification was to ensure DDAS and Borgland Dolphin are prepared and suited for the PP&A operations with regards to resources, competence, equipment, and management system. The verification was conducted 17<sup>th</sup> August 2020 via Teams due to the current Covid-19 pandemic situation.

The verification was based on the following documents received from DDAS:

- Dolphin Drilling HSEQ Program
- Organisation Chart - Master 2020
- Organisation Chart - Borgland Rig Team Onshore
- Dolphin Drilling Competence Management - DNO August 2020 (ppt)
- Crisis and Emergency Management Procedure
- Incident Reporting
- Lifting Operations
- Procedure for Energy Isolation
- Procedure for entering
- Procedure for work over sea
- Procedure for working aloft
- Safe Job Analysis (SJA)
- Safety Drill & Training Procedure
- TaTo Risk Assessment & Conversation
- Work Permit
- Borgland Dolphin - Underhull Guiding General Arrangement
- Borgland Dolphin - Underhull Guiding Main Assembly
- Borgland Dolphin - BOP Transporter & Underhull Guiding General Assembly
- Borgland Dolphin - General Arrangement Main Deck
- Borgland Dolphin - Completion and Workover Handling and Storage

## 1.2 Deviations

The verification was performed according to plan.

## 1.3 Foundation

The pre-contract verification is embedded in the Oselvar PP&A Audit, Review and Verification (ARV) Plan for 2020/2021.



## 1.4 Verification process

A notification letter ([Appendix 1](#)) was sent to DDAS' point of contact, Morten Haugland, 17<sup>th</sup> July 2020, with an update 3<sup>rd</sup> August. The verification date was accepted, and relevant documentation sent to Well Expertise (WE) before the verification meeting.

The meeting was held on Teams, and relevant personnel from DDAS Management, DNO and WE were present (see [Chapter 1.5](#) and "Signatures" in [Appendix 2](#)).

At the end of the meeting, an action list was presented to DDAS with the findings from the verification. This was also sent to DDAS after the meeting. The verification team identified no **(0)** non-conformances, one **(1)** improvement point and one **(1)** observation. They are presented in this report (Ch. [2.3](#) and [2.4](#)) and will be followed up through DNO's ARV Register.

## 1.5 Participants

Role	Name	Position	Company
Lead Auditor	Anniken B. Meisler	HSEQ Coordinator	DNO/WE
Auditor	Einar Framnes	Well Team Lead	DNO
Auditor	Sigve K. Næsheim	PP&A Advisor	WE
Auditor	Stig Seland	Drilling Superintendent	DNO/WE
Auditor	Arild E. Lund	Operational HSEQ	DNO
Auditor	Ronald Medina	Completion Engineer	DNO
Auditor	Lars Solvang	Completion & Subsea Engineer	DNO/WE
Auditor	Rune Smenes	Marine Operations Manager	WE
Observer	Stian Engvik	Senior Marine Advisor	DNO/WE
Observer	Stein A. Tonning	Drilling & Wells Manager	DNO
Observer	Kjetil Vastveit	Senior Drilling Engineer	DNO
Auditee	Morten Haugland	Rig Manager	DDAS
Auditee	Johan Finnestad	Chief Operating Officer	DDAS
Auditee	Kyrre Andresen	SVP Marketing	DDAS
Auditee	Marianne Leiknes Ulriksen	Director HSEQ	DDAS
Auditee	Anne Vegge	VP Technical, HSE&QA	DDAS
Auditee	Geirulf Vasvik	Main Safety Delegate/Coordinator	DDAS
Auditee	Michelle Hunter	Vice President Human Resources	DDAS
Auditee	Geir Knapskog	Subsea Manager	DDAS

## 1.6 Abbreviations

ARV	Audit, Review, and Verification
BOP	Blowout preventer
DDAS	Dolphin Drilling AS
DNO	DNO Norge AS
HSEQ	Health, Safety, Environment and Quality
IMP	Improvement Point
NC	Non-Conformance



O	Observation
PP&A	Permanently Plug and Abandon
ppt	Powerpoint
PSA	Petroleum Safety Authority
QA	Quality Assurance
ResQ	Safety and Emergency Group
SVP	Senior Vice President
VP	Vice President
WE	Well Expertise

## 1.7 Definitions

Improvement point	Non-fulfilment of a requirement related to an intended or specified use (opportunities for improvement)
Non-Conformance	Non-fulfilment of a requirement
Verification	Systematic, independent and documented process for obtaining Verification evidence and evaluating it objectively to determine the extent to which Verification criteria are fulfilled



## 2 Findings

### 2.1 Categories of findings

Findings are categorised as:

- Non-conformance (NC)
- Improvement Suggestion (IMP)
- Observation (O)

Non-conformances are classified as:

- Major (MA)
- Significant (S)
- Minor (M)

The reported non-conformances, improvement suggestions and observations shall be followed up as soon as possible. All relevant actions and/or mitigating measures shall be identified (including action owner and due date) **within 14 days** after receipt of this report.

### 2.2 Non-conformances

There were no non-conformances found during the verification.

### 2.3 Improvement suggestions

Identified improvement suggestions are presented in Table 2-1.

Table 2-1: Improvement suggestions.

IMP No.	Description	Ref.	Responsible
1	<p>ResQ is a DDAS critical supplier on emergency preparedness. DDAS has not conducted or planned any audit of ResQ. Based on the <a href="#">PSA findings in 2019</a> on lack of competence in ResQ (MOL 2<sup>nd</sup> line audit), DNO strongly recommend DDAS to perform an audit before commencement of the Oselvar PP&amp;A operation (1<sup>st</sup> April). DNO want DDAS to update their ARV plan and send this, and the Scope of Work for the audit, to DNO before sent to ResQ.</p> <p><i>Post verification comment: DNO received DDAS' 2020 Audit &amp; Worksite Visit Plan 25<sup>th</sup> August and see that ResQ Audit is implemented in the plan, to be conducted in September 2020.</i></p>	/1/	DDAS

### 2.4 Observations

Identified observations are presented in Table 2-2.



Table 2-2: Observations.

O No.	Description	Ref.	Responsible
1	The review DDAS has done of the NOROG 081 pipe handling matrix does not include P&A and any special items.  DNO recommends DDAS to conduct such a review of the matrix, and present any issues to DNO.	/2/	DDAS

## 2.5 Other actions

During the verification, some actions were identified, presented in Table 2-3.

Table 2-3: Actions.

Action	Description	Sender	Receiver	Status
1	Share DDAS audit and verification plan	Haugland	Meisler	Received
2	DDAS to share scope for the ResQ verification	Haugland	Meisler	Outstanding
3	Send letter sent to PSA on closing and plan (electro and working environment audit)	Haugland	Meisler	Received
4	One-pager/ppt on the above status (for DNO to present in weekly meeting)	Haugland	Meisler	Outstanding
5	Share findings from coming PSA audit on emergency preparedness and technical safety (7.-11. September 2020) and present a plan for closing potential findings, and if any could impact the Oselvar/DNO contact.	Haugland	Meisler	Outstanding
6	Send list of AoC deviations (include it in the DDAS verification presentation)	Haugland	Meisler	Received
7	Send generic mooring analysis and chain certificates	Haugland	Smenes	Received





### 3 References

- /1/ Dolphin Drilling. 2020 Audit & Worksite Visit Plan. (Row 142 – ResQ Audit)
- /2/ NOROG, 2019. [081](#) – Recommended guidelines for remote pipe handling operations and Attachment with Deviation Matrix.



4      **Attachments**

Attachment No.	Description
1	Verification Notification Letter
2	Signature list



## Appendix 1 – Notification letter

### Pre-Contract Verification Notification



DATE and TIME : 17.08 2020, at 09:00-12:00  
 WHERE : Dolphin Drilling premises  
 TO : Dolphin Drilling  
 ATT. : M. Haugland  
 E-MAIL : [morten.haugland@dolphindrilling.com](mailto:morten.haugland@dolphindrilling.com)  
 OUR REF. : DNO - Pre-contract Verification  
 COPY TO : S.A. Tonning, E. Framnes, K. Vastveit, S. K. Næsheim, Ø. T. Prytz, S. Seland,  
 M. Mitchell, L. Solvang, R. Medina, A. E. Lund, B. Syre, R. Smenes, S. Engvik  
 FROM : Anniken B. Meisler  
 E-MAIL : [anniken@wellexpertise.com](mailto:anniken@wellexpertise.com)  
 MOBILE : +47 476 67 507  
 NO. OF PAGES : 3 (incl. this)

#### NOTIFICATION OF PRE-CONTRACT VERIFICATION OF DOLPHIN DRILLING AND BORGLAND DOLPHIN

Dear Morten.

With reference to the Letter of Intent with Dolphin Drilling for use of the semi-submersible Borgland Dolphin, DNO is planning to perform a pre-contract verification related to QHSE management system (P&A, Completion and Subsea specific), resources, readiness and to identify if there are any showstoppers associated with the contract scope.

We plan to perform the verification 17<sup>th</sup> August 2020 according to scope and timing given below.

#### Scope

Dolphin Drilling is asked to present information to cover the topics listed below. The Verification team will ask questions and may require checks of records and documentation during or after the presentation.

1. Short company information/presentation (DNO, operation)
2. Introduction to Dolphin Drilling's Management System (DDMS) – overview
3. Corona/Covid-19 status/information
4. Classing and AoC deviations status, PSA Audit status
5. Operational readiness, space onboard for P&A equipment. Provide feedback to detailed operational steps: Any showstoppers? Modifications required? (Guideline systems, moonpool, BOP Hopping).
6. P&A Experience (Dolphin), competence, and involvement in project
7. Marine and mooring (valid class certificates, planned class surveys, storage, anchors/chains/chaser rings/PCPs, limitations for mooring at 67 m water depth?)

#### Timing

17<sup>th</sup> August at Dolphin Drilling's premises (some DNO attendees on Teams).

Indicative time plan:

09.00 – 09.15 Presentation of attendees, DNO introduction

09.15 – 10:00 Presentation of DDMS, Covid-19, AoC deviations and PSA Audit status





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10:15 – 10:30	P&A Experience and competence + personnel with rig move experience
10:30 – 10:45	Short break
10:45 – 11:45	Presentation of unit, operational preparation, execution, readiness, modifications, mooring
11:45 – 12:00	Verification summing up
12:00 – 12:30	Lunch

Please invite relevant Dolphin Drilling personnel.

### Request for information

Prior to the audit, and within 10<sup>th</sup> August, the verification team would like to receive the following documentation:

- Borgland Dolphin Rig schedule
- Relevant QHSE procedures (related to Contract scope)
- Objectives/HSE plan for 2020 and 2021
- Organogram
- Competence and training documentation
- Drawings under/over hull guidance system (as DNO will require to modify the TRT to suit)
- Drawings SUBSEA HAND Skidding system (check footprint against XMT/XMT maintenance stand and modified TRT)
- List of incidents and lessons learned Dolphin related to P&A operations

### The verification team

Anniken B. Meisler	HSEQ Coordinator (WE)	Verification Team Lead
Einar Framnes	Well Team Lead (DNO)	Auditor
Sigve K. Næsheim	PP&A Advisor (WE)	Auditor
Stig Seland	Drilling Superintendent (WE)	Auditor
Arild E. Lund	Operational HSEQ (DNO)	Auditor
Ronald Medina	Completion Engineer	Auditor (Teams)
Lars Solvang	Completion & Subsea Engineer (WE)	Auditor (Teams)
Mick Mitchell	Subsea & Interface Engineer (WE)	Auditor (Teams)
Rune Smenes	Marine Advisor	Auditor (Teams)
Stian Engvik	Marine Advisor	Observer (Teams)
Bjarne Syre	Project Manager (DNO)	Observer (Teams)
Stein A. Tønning	Drilling & Wells Manager	Observer (Teams)
Kjetil Vastveit	Senior Drilling Engineer (DNO)	Observer (Teams)

### Reporting

The verification team will present a summary with observations and/or improvement items in a closing meeting at the end of the verification. The formal report will be issued within two (2) weeks after the verification.

Please confirm by e-mail ([anniken@wellexpertise.com](mailto:anniken@wellexpertise.com)) that date and timing for this verification is OK for required Dolphin Drilling personnel.





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## Pre-Contract Verification Notification

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If need for clarifications related to this notification or the audit activity, please contact the undersigned. We look forward to meeting the Dolphin Drilling personnel and hope that this audit will be to our mutual benefit.

Kind Regards

A handwritten signature in blue ink that reads "Anniken B. Meisler".

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**Anniken B. Meisler**  
Verification Team Leader  
Well Expertise AS, on behalf of DNO  
[anniken@wellexpertise.com](mailto:anniken@wellexpertise.com)  
476 67 507





## Appendix 2 – “Signature list” (due to Covid-19 restrictions)

Present at Dolphins office: Morten Haugland, Johan Finnestad, Kyrre Andresen, Marianne Leiknes Ulriksen, and Geirulf Vasvik.

Present at DNO office: Stein Arild Tønning, Einar Framnes, and Arild E. Lund.

Present at Well Expertise office: Sigve Krogh Næsheim, Stig Seland, and Lars Solvang.

Others present on Teams: Anne Vegge (Dolphin), Michelle Hunter (Dolphin), Geir Knapskog (Dolphin), Kjetil Vastveit (DNO), Ronald Medina (DNO), Rune Smenes (Well Expertise), Stian Engvik (Well Expertise) and Anniken B. Meisler (Well Expertise).

