



US Pipelines & Logistics

June 21, 2007

IMPORTANT NOTICE TO ALL CONTRACTORS SUPPORTING U.S. PIPELINES & LOGISTICS (USPL)

RE: USPL's Implementation of the Personal Protective Equipment (PPE) Safety Policy for our Contractors

USPL is in the process of updating several key Safety policies to ensure consistency across the Business Unit (BU). One such policy that applies to employees, **contractors**, customers and visitors while on BP property is the Personal Protective Equipment (PPE) Safety Policy. This policy has been improved to assure an *Incident and Injury Free Workplace*. The safety requirements detailed in the policy are considered as a minimum requirement and are mandatory. **USPL is requiring that all of our Contractors comply with this policy, with the effective date for full implementation being September 1, 2007.**

The key elements of the new *Personal Protective Equipment (PPE) Safety Policy* are:

1. The following minimum PPE shall be worn at all times while in the *work environment*:
 - Hard Hat, ANSI Z 89.1
 - Safety Glasses with Side Shields, ANSI Z 87.1
 - Fire Resistant Clothing (FRC)*, full length arms and legs, fabric weight min. 6 oz/sq ft or TPP \geq 6
 - SAFETY Shoes, ANSI Z 41

***Exception:** No FRC required for Right-of-Way clearing/mowing activities
2. All jobs/tasks/hazards will be evaluated for PPE applicability and documented on the USPL PPE Matrix.
3. PPE Free Zones will be visibly marked.
4. Contractors are expected to supply their own PPE that meets the requirements outlined above.
5. Contractors are expected to train their employees on the proper use and maintenance of PPE.

Enclosed herein is a one-page Safety Policy Summary, giving a concise overview of the requirements. If you are interested in the entire policy document, titled Personal Protective Equipment (PPE), please contact your BP Sponsor.

While our contractors are free to choose any provider of FRC's for their employees, USPL would like to offer the benefit of our extensive research. We have chosen to order FRC's from UniFirst, primarily because their material was extremely light weight and they offered a host of options, from lease to purchase. Unifirst will also extend the benefits offered to USPL, to those working on our behalf. They have set up a toll free number, 800-367-8178, for this effort. Contractors would need to provide their zip code and inform UniFirst that they are contractors working on behalf of USPL to receive the benefit.

Please use the attached *Contractor PPE Safety Policy Acknowledgement Letter* as means to inform USPL of your understanding and intention to comply with the policy.

Send acknowledgement letter to Molly Louviere at U.S. Pipelines & Logistics, 200 Westlake Park Blvd., Houston, TX 77079

If you have any questions, please feel free to contact Molly Louviere at (281) 366-4715.

Thank you in advance for your cooperation and in helping us ensure that people working for USPL are protected from hazards in their work environment.

Best regards,

Ron Oakley
HSSE Team Leader
BP Pipelines & Logistics