Dear Course Participant,

You have been invited to attend a training course being conducted by Reval Marine and Offshore Training. We look forward to welcoming you onto this course, and would like to provide you with some information which will assist your preparation for this training.

**Course Name:** BOSIET – Basic Offshore Safety Induction & Emergency Training OPITO Code 5700

**Course Content:** Offshore safety induction, Basic First Aid, Helicopter safety & escape, Basic Fire Fighting & Self-Rescue techniques

**Course Duration:** 3 Days

**Course Venue:** Reval Marine and Offshore Training, Paljasaaare tee 32A, Tallinn, Estonia. www.reval.ee

**Course Times:** 09:00 – 17:00

**Course Transport:** TBC

**Course Catering:** Lunches and tea / coffee breaks provided each day

**Medical Information:** Please note that some aspects of the training course are of a physical nature, and that it is the responsibility of the trainee and / or the company sponsoring the trainee to ensure the trainee is able to complete the course without any adverse effect to their present state of health.

**Course Enrolment:** Course Enrolment Form will be filled in prior to commencing the course, and is given to the Senior Instructor. Please provide forms of identification. Photo identification must be government issued (eg: ID card, Passport...)

**Participant Equipment:** Please bring swimwear with you for the practical elements of the training held on the first and second day of the training.

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**Basic Offshore Safety Induction and Emergency Training (BOSIET)**

This course contains practical and theory sections including:

- Safety Induction
- Helicopter Safety and Escape
- Sea Survival and First Aid
- Fire Fighting and Self Rescue

**BOSIET Learning outcomes:**

**MODULE 1 Learning Outcomes Safety Induction**

To successfully complete this module, delegates must be able to:

1. Identify the main offshore hazards and hazard effects/consequences; explain their associated risks, and how they are controlled.
(2) Explain the potential environmental impact of offshore installation operations.
(3) Identify key offshore installation safety regulations and explain the basic concept of these regulations.
(4) Explain the principles of managing safety on offshore installations.
(5) State the procedure for prescribed medicines offshore.
(6) Explain the concept of alcohol and substance abuse policy.
(7) Explain PPE requirements of working on an offshore installation.
(8) Explain how to report incidents, accidents and near misses on an offshore installation.
(9) Explain the role of the Offshore Medic.

**MODULE 2 Learning Outcomes Helicopter Safety and Escape**

To successfully complete this module, delegates must be able to demonstrate:

1. Donning an aviation transit suit, aviation lifejacket and emergency breathing system equipment (EBS) and conducting EBS integrity checks.
2. Actions to take in preparation for a helicopter ditching and an emergency landing.
3. Actions following a controlled emergency descent to a dry landing with evacuation via a nominated exit.
4. Deployment, operation and breathing from EBS in a pool utilizing personal air prior to HUET exercises (delegate to experience positive and negative pressure created by the body orientation in water).
5. Actions following a controlled ditching on water (including deploying EBS and, on instruction from aircrew, operation of a push out window) and evacuate through a nominated exit to an aviation liferaft.
6. Assist others where possible in carrying out initial actions on boarding the aviation liferaft, to include mooring lines, deploying the sea anchor, raising the canopy and raft maintenance.
7. Escaping through a window opening which is underwater, from a partially submerged helicopter (without deploying EBS or operation of a push out window).
8. Escaping through a window opening which is underwater, from a partially submerged helicopter (deploying, operating and breathing from EBS equipment but without operation of a push out window).
9. Escaping through a window opening which is underwater, from a partially submerged helicopter (deploying, operating and breathing from EBS equipment and operation of a push out window).
10. Escaping through a window opening which is underwater, from a capsized helicopter (without deployment of EBS or operation of a push out window).
11. Escaping through a window opening which is underwater, from a capsized helicopter (*deploying and operating EBS on the surface prior to capsize but without operation of a push out window).
12. Escaping through a window opening which is underwater, from a capsized helicopter (*deploying and operating EBS on the surface prior to capsize and the operation of a push out window).
13. Inflating an aviation lifejacket and deploying a spray visor in water
14. Boarding an aviation liferaft from water.

*All delegates must deploy and operate the EBS and should be encouraged to breathe from the EBS throughout the capsize exercises.

**MODULE 3 Learning outcomes Sea Survival**

To successfully complete this module, delegates must be able to demonstrate:

1. Donning of a permanent buoyancy lifejacket prior to use in an emergency.
2. The correct actions when mustering and boarding a survival craft (TEMPSC) as a passenger during launching operations.
3. Fitting of a helicopter strop and correct body posture during winching.
(4) Individual and group sea survival techniques, to include: swimming, getting into Heat Escape Lessening Position (HELP), wave-slap protection, towing, chain, huddle and circle.
(5) Boarding a marine liferaft from the water.
(6) *Immediate first aid actions, to include: ABC

MODULE 4 Learning Outcomes Firefighting and Self Rescue

To successfully complete this module, delegates must be able to demonstrate:
(1) Correct use of hand held portable fire extinguishers and which ones to use for different classes of fires.
(2) Self-rescue techniques with a smoke hood from areas where visibility is reduced due to smoke.
(3) Self-rescue techniques with a smoke hood from areas where visibility is completely obscured.
(4) Small group escape techniques with a smoke hood from areas where visibility is completely obscured.

Target Group for the BOSIET: This course is designed to meet the initial offshore safety and emergency response training requirements for personnel new to the offshore oil and gas industry.

Course overview: The aim of the BOSIET is to introduce delegates to the specific safety issues and regimes relevant to offshore installations, and to equip them with the basic emergency response knowledge and skills for travelling to and from offshore installations by helicopter.

The objectives of the BOSIET Training are that delegates will be able to:
(a) Identify the generic hazards which are specific to offshore oil and gas installations, potential risks associated with those hazards, and how controls are put in place to eliminate or reduce risks.
(b) Identify key offshore related safety regulations and explain the basic safety management concepts
(c) Demonstrate, in a simulated environment, that they can use the safety equipment, and follow procedures in preparing for, and during helicopter emergencies – with particular focus on escaping from a helicopter following ditching
(d) Demonstrate sea survival and first aid techniques
(e) Demonstrate that they can effectively use basic firefighting equipment, and practice self-rescue techniques in low visibility situations, to include smoke filled areas.

For more information about the course see OPITO Basic Offshore Safety Induction and Emergency Training - BOSIET Standard Briefing Video: https://www.youtube.com/watch?v=dk7LKxM3mqY

Delegate pre-requisites: No prerequisites are required.

Important: There are physical and mental aspects of this training including training in a water, enclosed spaces, as well activities with fire.

Duration: 3 Days. The course is a full 3 day programme and attendance for the whole duration of the course is essential. You shall be acquainted to the course timetable on the first day of the course. First day of the training begins as indicated on our website and confirmed to you by e-mail.
Breaks & meals: Normally there are three - four breaks and one lunch on one day. Lunch is included in training cost. For any dietary requirements please inform us on arrival.

Arrival: Please arrive in good time for your training course and allow an extra 15 minutes for check-in on the first day. Late arrival will cause inconvenience for others.

Course language: The scheduled course language is indicated next to the available course dates on our web registration page. If English is not your first language or you do not find a course with suitable language for you, please contact course manager or send us e-mail by clicking the little envelope on the course introduction page. If you consider course language suitable for you but feel some concerns in that respect, please enrol but make the comment on enrolment page and we shall contact you and propose you solutions.

Literacy: If you feel some concerns about having proper training outcome due to that, please enrol and PLEASE CONTACT US, we shall contact you and propose you solutions. Your requests will be treated in confidence.

Drug and alcohol policy: Alcohol cannot be consumed in our premises. If we feel that any person in our premises is under the influence of drugs and/or alcohol, then Management shall remove that person from course and premises. Notification to the delegates sponsoring company shall be made.

Health: The course may involve a degree of physical and mental stress. Therefore delegates will be required to complete a Medical Screening Form prior to the commencement of the course. Delegate should be in possession of a valid medical certificate if their health is in doubt.

Disability: If you feel some concerns about having proper training outcome due to that, please enrol and PLEASE CONTACT US. We shall propose you solutions. Your requests will be treated in confidence. See also clause “Health”.

Religious considerations: We pay respect to all religious considerations of our clients. Therefore if you feel some concerns about having proper training outcome due to that, please enrol and PLEASE CONTACT US, we shall propose you solutions. Your requests will be treated in confidence.

Other special Requirements: Please inform us if you have any special requirements for your training with us, you may do so by contacting us email, phone or calling in prior to training. We will assist where we can. Your requests will be treated in confidence.

Trip to the training centre: For information about venue please consult our web page or contact us by e-mail or phone.

Hotel: We shall assist you in booking a hotel. Hotel fees will be covered by delegate.

Items to bring:

1. Valid Government Issued identification document, with photograph (passport, driving license, ID Card).

2. Water session – swimwear.
3. Fire session – change of clothing, underclothing and socks of non-synthetic materials and long sleeves.

4. Valid, current offshore medical certificate or operator approved medical certificate if available

Assessments: Delegates will demonstrate their level of knowledge, skills and understanding through oral and/or written questioning and practical activities assessed by our qualified assessors.

Complaints and Appeals: All delegates who find themselves deemed “Not Yet Competent” have the right to appeal that decision. All appeals shall be directed, in writing, to the Management who will support your appeal process. Where delegates believe that they have been treated unfairly or unjust by any member of staff whilst attending a course, or whilst having contact with Reval Marine and Offshore Training, they should put out their concerns in writing with assistance from the course manager. Delegates are welcome to share their opinion about training by filling in the Customer Satisfaction Questionnaire on completion of the course.

Course price: see our web page, fee excluding OPITO registration fee, excluding VAT and including lunch, coffee / tea and course material.

Cancellations and refunds: We shall safeguard fees paid by customers in advance. Customers who have paid in advance for training will be entitled to a full refund in the event of withdrawing five working days prior to the training.

Approval: OPITO Approved.

Contact: You may do so by contacting us by email, phone or calling in prior to training, all your requests will be treated in confidence. Contact details are available on our web site www.reval.ee.

If you have any questions or concerns about this training course, please contact the training coordinator by email at reval@reval.ee

Kind regards,

Reval Marine and Offshore Training