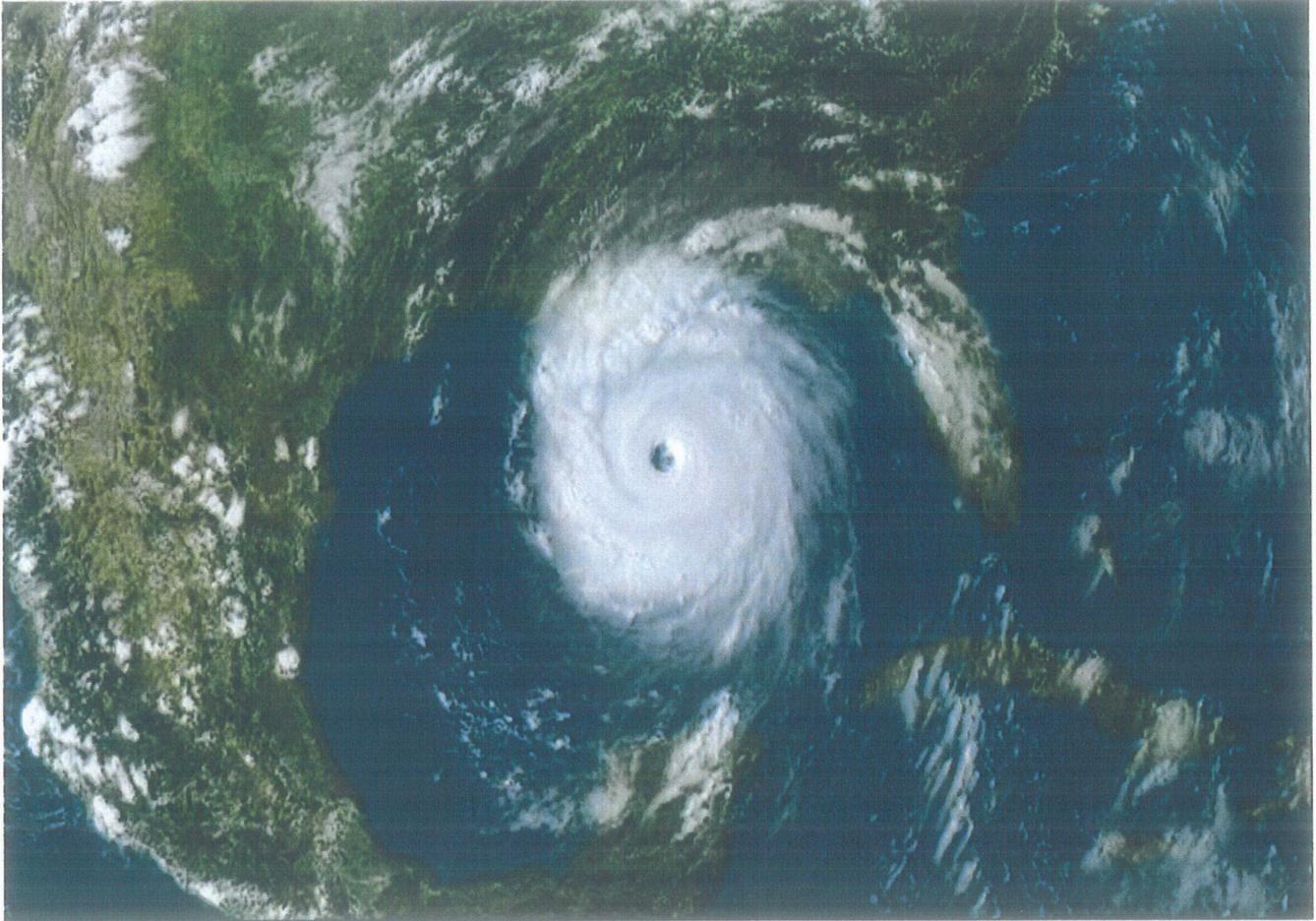


**2014 HELIS OIL & GAS COMPANY, L.L.C.  
ST. TAMMANY PARISH  
HURRICANE PREPAREDNESS PLAN**



tabbles®  
**EXHIBIT**  
**7**

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## INTRODUCTION

The Gulf hurricane season runs annually from June 1 to November 30. The purpose of this plan is to help Helis Oil & Gas Company, L.L.C. (Helis) personnel and contractors take proper steps to protect life, the environment, and property when a tropical cyclone enters the Gulf of Mexico (Gulf). This plan is written for the onshore drilling operations only; Helis maintains a separate hurricane preparedness plan for its Black Bay, Louisiana and Gulf of Mexico activities. To ensure that an accurate count of equipment and resources is maintained throughout hurricane season, an inventory will be taken prior to the 25<sup>th</sup> of each month from April through November. The Person In Charge of the rig will complete this monthly inventory, utilizing **Form #3**, and provide it to the Drilling Manager.

## PHASES

<u>Phase I</u>	Gulf Hurricane Watch Period
<u>Phase II</u>	Hurricane Preparation Period
<u>Phase III</u>	Evacuation Period
<u>Phase IV</u>	Post-Storm Assessment
<u>Phase V</u>	Reactivation Period

## PRIORITIES

1. Safety of personnel
2. Protection of the environment
3. Minimization of property damage

## **MEDICAL EMERGENCIES**

For serious injuries or illnesses, the Person in Charge (PIC) on scene shall:

- Utilize the contact information in Appendix A to immediately contact the Manager of Field Operations (production incidents), the Drilling Manager (drilling incidents), or the Facilities Manager (construction incidents) by the fastest means available.
- Direct transportation of affected personnel to appropriate medical facilities (Listed in Appendix B) as needed.
- Contact the HSE Manager within 2 hours for agency reporting, incident investigations, and incident tracking purposes.

## NOAA DEFINITIONS

<b>Gale Warning</b>	Indicates winds are forecasted to be between 34 – 74 knots.
<b>Grace Period</b>	Calculated time before safe evacuation time. Equals straight line distance from the outer radius of gale force winds to facility or location divided by the storm's present forward speed, minus safe evacuation time.
<b>Hurricane</b>	When winds in a tropical cyclone equal or exceed 64 knots it is called a hurricane. Hurricanes are further designated by categories on the Saffir-Simpson scale (Appendix C). Hurricanes in categories 3, 4 and 5 are known as major or intense hurricanes.
<b>Hurricane Season</b>	Extends annually from June 1 through November 30.
<b>Hurricane Warning</b>	Announcement that Hurricane Conditions are <u>expected</u> within a specified area.
<b>Hurricane Watch</b>	Announcement that Hurricane Conditions are <u>possible</u> within a specified area.
<b>Squall</b>	Strong wind, associated with thunderstorms or showers that increase suddenly in speed, maintains peak speed over a period of two or more minutes, and then decreases quickly.
<b>Storm Warning</b>	Indicates that winds of 48 knots or greater are forecasted for the area. However, if the winds are associated with a hurricane, the Storm Warning indicates that winds within the range of 48-63 knots are forecasted.
<b>Tropical Depression</b>	An area of low atmospheric pressure originating over tropical waters with winds blowing counterclockwise around the low pressure center at speeds of less than 34 knots.

**Tropical Disturbance** A discrete tropical weather system of apparently organized convection - generally 100 to 300 nautical miles in diameter, originating in the tropics or subtropics, having a non-frontal migratory character and maintaining its identity for 24 hours or more.

**Tropical Storm** A tropical cyclone in which the maximum sustained surface wind speed ranges from 34 knots to 63 knots. The convection in tropical storms is usually more concentrated near the center with outer rainfall organizing into distinct bands.

**Tropical Storm Warning** Announcement that Tropical Storm Conditions are expected within a specified area.

**Tropical Storm Watch** Announcement that Tropical Storm Conditions are possible within a specified area.

## **SPECIAL NOTES**

A "**HURRICANE WATCH**" is an announcement issued by the National Weather Service whenever a hurricane becomes a potential threat to a specific area. The "Hurricane Watch" announcement is not a warning. It indicates that the hurricane is near enough that everyone in the area covered by the "Watch" should listen to their radio for subsequent advisories and be ready to take precautionary action in case hurricane warnings are issued.

A "**HURRICANE WARNING**" is an announcement issued by the National Weather Service whenever a hurricane is either occurring or about to impact a specific area. The "Hurricane Warning" announcement indicates that everyone in the area covered by the "Warning" should complete their storm preparations and be ready to immediately evacuate the area as directed by local officials.

## PHASE I – GULF HURRICANE WATCH PERIOD

When National Hurricane Center forecasts indicate the possibility of a hurricane or tropical storm entering the Gulf of Mexico within 96 hours with a projected tract to or near St. Tammany Parish, Phase I of the Hurricane Preparedness Plan will be implemented by the Person In Charge (PIC) at the site. In order to effectively make wells safe and coordinate transportation and other requirements during storm preparations, the PIC must keep Mike Barham, Jay Cooke, Dan McKnight, and other affected managers informed about plans to secure operations.

**Note:** When a tropical depression or storm develops in the Gulf of Mexico, it may be necessary to move immediately to Phase II or III, while ensuring that all elements of Phase I have been considered. This will be a Helis management decision.

### A. All Employees

1. Ensure that your supervisor has your 24-hour contact phone number(s) prior to departing the work site.
2. Ensure all computer files are backed up.
3. Gather all personal valuables and irreplaceable items.

### B. Drilling Operations

1. The Helis Company Representative (PIC) will establish and maintain regular communications with the Drilling Manager to provide information on current operations, staffing, and resources assigned to the field.
2. The PIC shall assess the status of the drilling program, secure facilities and drilling rig based upon weather conditions, and prepare to depart from the drill site. The decision to suspend operations will be made at the direction of Helis Management.
3. The PIC will determine which personnel are non-essential for current operations and release them, provided there is no impact to drilling operations.
4. The PIC will utilize **Form #1** to maintain a current Hurricane Personnel Roster that reflects the status of all personnel, including those released.
5. During this phase, the Drilling Manager, designated personnel in Helis office and PIC will remain available for periodic teleconferences and will keep closely advised of the tropical storm or hurricane's progress. The PIC will utilize **Form #5** to document key decisions/actions.

6. Normal telephone communications at drilling site will be kept to a minimum in order to avoid delays in essential messages.
7. The PIC will ensure that all employee contact/recall phone numbers are current. Drilling contractor personnel and other site contractors must be contactable on a 24-hour basis.
8. The PIC will alert all on-site company personnel, drilling contractor personnel, other site contractors of the current weather situation and review anticipated/potential actions.
9. The PIC will BACK UP ALL COMPUTER DATA, collect discs/tapes for storage in a safe place, and prepare them for transport with other essential materials.
10. Limit truck traffic at drilling site to critical operations.
11. The PIC will accept only critically needed supplies.
12. The PIC will inspect the site and complete housekeeping, check equipment, gear, stores, and secure supplies to make ready for possible evacuation.
13. The PIC will ensure appropriate transportation needed for evacuation is on standby, verify the status of necessary vehicles and determine their sufficiency based on the number of personnel that may need evacuation, and utilize **Form #4** to track costs.
14. The PIC will check portable radios, emergency food supplies, and drinking water and ensure that fuel and water tanks are topped off.
15. The PIC will verify that standby generators on all structures are fully fueled and in good operating condition by starting the units up for a test-run over a reasonable time period.
16. If existing generators are damaged, the PIC will obtain or reserve required rental generators in order to facilitate return to normal operations after storm passage.
17. The PIC will verify that all alarm systems and light plants are operable.
18. The PIC will check all guy wires and focus especially on antennas.

### C. Contractors

1. Contract personnel will shut down drilling operations and remove material, including equipment that cannot be adequately protected at the drill site, as directed by the PIC.
2. Drilling operations in a critical state will be permitted to continue, at PIC discretion, to a point where they can be safely shut down and make the well safe.
3. The PIC will release transportation assets when activities are secured and services are no longer required.

## PHASE II – HURRICANE PREPARATION PERIOD

When National Hurricane Center forecasts indicate the possibility of a hurricane or tropical storm with a projected track to or near St. Tammany Parish within the next 72 hours, Phase II of the Hurricane Preparedness Plan shall be initiated by the PIC. The PIC will ensure that all actions required by Phase I of the plan have been completed or are no longer applicable.

### A. All Employees

1. Be prepared to evacuate. Keep PIC informed of personal evacuation plans and how to be contacted after the storm.
2. Assist with storm preparations as directed by your supervisor.

### B. Drilling Operations

1. The PIC will establish and maintain regular communications with the Drilling Manager to provide information on current drilling operations, staffing, and resources assigned to the field. The PIC will utilize **Form #5** to document key decisions/actions.
2. The PIC will alert rig personnel, contractors, and all other affected personnel that Hurricane Phase II has been initiated and keep them informed of current weather conditions and forecasts.
3. The PIC will designate non-critical drilling operations and secure them.
4. The PIC will designate non-essential personnel and coordinate their safe departure.
5. The PIC will utilize **Form #1** to maintain a current Hurricane Personnel Roster that reflects the status of all personnel, including those released.
6. The PIC will develop a plan for evacuating remaining personnel and utilize **Form #2** for documentation.
7. The PIC will provide a complete list of personnel remaining on board (POB list) and provide updates to the Drilling Manager.
8. The PIC will report, as required, to the Drilling Manager:
  - a. Present and planned drilling operations.
  - b. Time required to evacuate the drill site, including all personnel and equipment.

9. The PIC will coordinate with the Helis management team to release and move equipment as required, utilizing **Form #4** to track costs. The PIC will utilize **Form #5** to document key decisions/actions.
10. The PIC will develop plans for the safe storage of all anticipated remaining equipment and utilize **Form #3** for documentation.
11. The PIC will ensure that all portable equipment and supplies are secured.
12. The PIC will ensure that all projectile hazards are identified and secured.
13. The PIC will ensure that exterior doors, windows, and openings on remaining facilities are secured as tightly as possible.

C. Contractors

1. Secure material and equipment not needed for current drilling operations as directed by the PIC.
2. Maintain a list of contractor personnel on-site to assist PIC with personnel accountability.
3. Coordinate with PIC to evacuate all non-essential personnel.
4. Make transportation arrangements for equipment on the drill site as directed by the PIC.
5. Provide PIC with emergency company contact information in the event a full evacuation becomes necessary.

## PHASE III - EVACUATION PERIOD

When the National Hurricane Center indicates that a tropical storm or hurricane has a projected track to or near St. Tammany Parish within the next 48 hours, Phase III of the Hurricane Preparedness Plan shall be initiated. The PIC will ensure that all actions required by Phase I and Phase II of the plan have been completed or are no longer applicable.

During Phase III, the PIC will remain in contact with the Drilling Manager regarding operations and determining when to evacuate.

### A. All Employees

1. Evacuate as directed.
2. Provide/confirm contact information to the PIC prior to departure.
3. Report safe arrival at evacuation site to the PIC.

### B. Drilling Operations

1. The PIC will secure all drilling operations and facilities.
2. The PIC will ensure all computer files and other essential records are secured and ready for transfer.
3. The PIC will make hourly reports to the Drilling Manager regarding the shut down and evacuation. The PIC will utilize **Form #5** to document key decisions/actions.
4. The PIC will utilize **Form #1** and **Form #2** to ensure all personnel are accounted for.
5. The PIC will maintain a log of all personnel and equipment when they depart the drill site and arrive at designated safe areas.
6. The PIC will coordinate the evacuation and tracking of contractor personnel with the appropriate contractor supervisor.
7. The PIC will ensure that all remaining facilities are secured as safely as possible prior to evacuation.
8. The PIC will ensure that all fuel and electrical systems are secured.
9. The PIC will ensure that exterior doors, windows, and openings on remaining facilities are secured as tightly as possible.

C. Contractors

1. Advise PIC of any remaining project issues prior to evacuation.
2. Implement evacuation plan per the PIC's direction.

## **PHASE IV – POST-STORM ASSESSMENT**

After the Tropical Storm or Hurricane has departed the area, Helis management will consult with local officials to determine the appropriate time to implement the Post-Storm Assessment Phase of the Hurricane Preparedness Plan. This Phase will only be conducted once any potential safety hazards for the Assessment Team have been eliminated or properly mitigated.

### **A. Post-Storm Impact Assessment Team**

1. The Post-Storm Impact Assessment Team will consist of the following personnel:
  - a. Mike Barham
  - b. Jay Cooke
  - c. Dan McKnight

### **B. Impact Assessment**

1. If significant storm impact is suspected, the Impact Assessment Team will meet at a pre-identified location to make an aerial survey.
2. The team will assess the following conditions:
  - a. Oil spills
  - b. Damage to facilities
3. If an oil spill is discovered, the team shall make immediate notifications per the Helis St. Tammany Emergency Action Plan. Spill response resources will be deployed as directed by Mr. Mike Barham (Qualified Individual) or his alternate QI.

### **C. Recommendation**

1. The Impact Assessment Team will identify any damage and determine conditions of facilities. The team will then make a recommendation on how the facilities will be reactivated.

## PHASE V - REACTIVATION PROCEDURES

Helis management will utilize information from the Post-Storm Impact Assessment Team to determine a plan for reactivating onshore drilling operations in the area.

### A. All Activities

1. Helis Management will inform all concerned parties, including company employees, Drilling Manager, PIC and contract personnel supervisors, regarding a schedule for resumption of field operations.
2. Drilling Manager will coordinate the scheduling of personnel and transportation for resumption of field operations.
3. Rig personnel unable to reach a contract supervisor may contact drill site PIC or Drilling Manager.
4. Per instructions from the supervisor, operations personnel (both hitches) can expect to be shuttled to drill site on the first available transportation assets.

**FORMS**

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Form #2 Evacuation Roster.....	18
Form #3 Hurricane Supply Inventory.....	20
Form #4 Hurricane Evacuation Cost Record.....	21
Form #5 Conversation/Action Record.....	22

**All reports are to be emailed to [hurricanes@helisoil.com](mailto:hurricanes@helisoil.com)**

# FORM #1 PERSONNEL ROSTER

Platform: \_\_\_\_\_

Location: \_\_\_\_\_

Storm Name: \_\_\_\_\_

Date/Time: \_\_\_\_\_

	NAME	COMPANY	WEIGHT
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			

Personnel Roster (page 2)

NAME	COMPANY	WEIGHT
25.		
26.		
27.		
28.		
29.		
30.		
31.		
32.		
33.		
34.		
35.		
36.		
37.		
38.		
39.		
40.		
41.		
42.		
43.		
44.		
45.		
46.		
47.		
48.		
49.		
50.		
<b>Total Personnel</b>	<b>Total Weight</b>	

## FORM #2 EVACUATION ROSTER

Platform: \_\_\_\_\_

Location: \_\_\_\_\_

Storm Name: \_\_\_\_\_

Date/Time: \_\_\_\_\_

NAME & COMPANY	MEANS OF DEPARTURE	TIME & DATE OF DEPARTURE	LOCATION & PHONE NUMBER DURING EVACUATION
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			
22.			
23.			
24.			

Evacuation Roster (Page 2)

NAME & COMPANY	MEANS OF DEPARTURE	TIME & DATE OF DEPARTURE	LOCATION & PHONE NUMBER DURING EVACUATION
25.			
26.			
27.			
28.			
29.			
30.			
31.			
32.			
33.			
34.			
35.			
36.			
37.			
38.			
39.			
40.			
41.			
42.			
43.			
44.			
45.			
46.			
47.			
48.			
49.			
50.			

Time last man off rig: \_\_\_\_\_





# FORM #5 CONVERSATION/ACTION RECORDS

Date: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_

Position: \_\_\_\_\_

Name: \_\_\_\_\_

No.	Time:	Phone:	<input type="radio"/>		Person/Telephone #:	Title:	Representing:
		Fax:	<input type="radio"/>	Incoming:			
		Other:	<input type="radio"/>	Outgoing:			

No.	Time:	Phone:	<input type="radio"/>		Person/Telephone #:	Title:	Representing:
		Fax:	<input type="radio"/>	Incoming:			
		Other:	<input type="radio"/>	Outgoing:			

No.	Time:	Phone:	<input type="radio"/>		Person/Telephone #:	Title:	Representing:
		Fax:	<input type="radio"/>	Incoming:			
		Other:	<input type="radio"/>	Outgoing:			

## APPENDIX A - EMERGENCY NOTIFICATIONS

Name	Office	Mobile
<b>HELIS CORPORATE OFFICES</b>		
New Orleans	(504) 523-1831 (800) 723-1180 (24 hr)	
Lafayette	(337) 988-9937	
Houston	(713) 589-8060	
<b>HELIS GENERAL COUNSEL</b>		
Skip Allen	(713) 220-5816	
<b>HELIS BUSINESS MANAGERS</b>		
Mike Barham – Drilling Inland	(504) 523-1831	(504) 450-5415
Jay Cooke – Drilling Offshore	(504) 523-1831	(504) 450-1920
Dan McKnight - Production	(504) 523-1831	(504) 450-5434
Tim Landry – Manager of Field Ops.	(337) 988-9937	(337) 344-2588
Donnie White – Prod. Superintendent	(337) 988-9937	(337) 577-3633
Mike Holder – Facilities	(504) 681-3332	(985) 630-7718
<b>REGULATORY MANAGER</b>		
Jodie Connor	(281) 578-3388	(281) 451-0901
<b>HSE MANAGER</b>		
Allen Cowart	(281) 578-3388	(713) 906-9862
<b>SEMS MANAGER</b>		
Lincoln Stroh	(281) 578-3388	(281) 507-1405

### US Coast Guard

New Orleans Sector Command ..... (504) 365-2200  
Operations Center ..... (800) 874-2153

Baton Rouge Marine Safety Unit..... (225) 298-5400

District 8 Search and Rescue ..... (504) 589-6225

### Weather

National Weather Service ..... (504) 522-7330  
(504) 649-0357  
Impact Weather ..... (877) 792-3220  
(713) 943-4645 (Fax)  
Wilkins Weather ..... (800) 503-5811

Witt O'Brien's ..... (985) 781-0804

OMIES ..... (504) 394-6110

USES ..... (888) 279-9930

## APPENDIX B – MEDICAL FACILITIES

### 1) **St. Tammany Parish**

LAKEVIEW REGIONAL MEDICAL CENTER – Covington, LA ..... (985) 867-3800  
LOUISIANA HEART HOSPITAL, LLC – Lacombe, LA ..... (985) 690-7500  
SLIDELL MEMORIAL HOSPITAL – Slidell, LA ..... (985) 643-2200

### 2) **Major GOM Area Hospitals**

#### Western Gulf Hospitals

ST. ELIZABETH HOSPITAL—Beaumont, TX..... (409) 892-7171  
MEMORIAL MEDICAL CENTER—Corpus Christi, TX. .... (361) 902-4000  
**JOHN SEALY HOSPITAL**—Galveston, TX ..... (409) 772-1011  
MEMORIAL HERMAN HOSPITAL Southwest, TX ..... (713) 456-5000  
THE METHODIST HOSPITAL – Houston, TX..... (713) 441-8277

#### West Central Gulf Hospitals

**BATON ROUGE GENERAL MEDICAL CENTER**—Baton Rouge, LA .... (225) 387-7000  
LAKE CHARLES MEMORIAL—Lake Charles, LA ..... (337) 494-3000  
TECHE REGIONAL HOSPITAL—Morgan City, LA ..... (985) 384-2200  
OUR LADY OF LOURDES—Lafayette, LA ..... (337) 289-2000

#### East Central Gulf Hospitals

**BATON ROUGE GENERAL MEDICAL CENTER**—Baton Rouge, LA .... (225) 387-7000  
TERREBONNE GENERAL MEDICAL CENTER—Houma, LA ..... (985) 873-4141  
**WEST JEFFERSON MEDICAL CENTER**—Marrero, LA..... (504) 347-5511

#### Eastern Gulf Hospitals

MS BAPTIST MEDICAL CENTER – Jackson, MS..... (601) 968-1000  
PATIENT LINE ..... (601) 968-1776  
MERCY MEDICAL – Mobile, AL..... (251) 621-4431  
PROVIDENCE HOSPITAL – Mobile, AL ..... (251) 633-1000

### 3) **Medical Evacuation Aircraft Services**

#### Medically Configured

AIR MED - LA/ TX ..... (877) 663-4853  
USCG SAR – Gulf of Mexico..... (504) 589-6225

**Burn Center in bold letters**

## APPENDIX C – SAFFIR-SIMPSON HURRICANE INTENSITY SCALE

<b>Saffir-Simpson Hurricane Intensity Scale</b>					
<b>Scale Number (Category)</b>	<b>Central Pressure</b>		<b>Winds (MPH)</b>	<b>Storm Surge (Feet)</b>	<b>Damage</b>
	<b>Millibars</b>	<b>Inches</b>			
1	greater than 980	greater than 28.94	74 - 95	4 - 5	Minimal
2	965 - 979	28.50 - 28.91	96 - 110	6 - 8	Moderate
3	945 - 964	27.91 - 28.47	111 - 130	9 - 12	Extensive
4	920 - 944	27.17 - 27.88	131 - 155	13 - 18	Extreme
5	less than 920	less than 27.17	greater than 155	greater than 18	Catastrophic