

GENERAL SPECIFICATION

Medical

GS EP MED 062

Hygiene on onshore bases and offshore living quarters

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General Specification		GS EP MED 062
Hygiene on onshore bases and offshore living quarters		
Rev.: 05	Effective date: 05/2015	Page: 2 of 38

Contents

1. Scope	3
2. Reference documents	3
3. Health & Hygiene Management	5
3.1 Responsibilities	5
3.2 Food hygiene and HACCP method	5
3.3 Regular inspections	6
3.4 Non-compliance management	6
4. Health & Hygiene on Onshore Bases and Offshore Living Quarters – Operation	6
4.1 Food hygiene in collective catering	6
4.2 General hygiene of offshore accommodations	20
5. Health & Hygiene on Onshore Bases and Offshore Living Quarters – Construction and Equipment	20
5.1 Onshore bases and offshore living quarters	20
5.2 Collective catering rooms	22
5.3 Domestic water	27
5.4 Air quality	29
5.5 Waste management	30
Appendix 1 Hygiene and collective catering service inspection grid	31
Appendix 2 Offshore living quarters inspection grid	35
Appendix 3 Kitchen equipment	36
Appendix 4 Minimum lighting requirements	37
Appendix 5 Characteristics of waste installations	38

Hygiene on onshore bases
and offshore living quarters

Rev.: 05

Effective date: 05/2015

Page: 3 of 38

1. Scope

The purpose of this General Specification is to define the health & hygiene requirements for the construction, equipment and operation of onshore bases and offshore living quarters.

2. Reference documents

The reference documents listed below form an integral part of this General Specification.

External Documents

Unless otherwise stipulated, the applicable version of these documents, including relevant appendices and supplements, is the latest revision published at the effective date of this document.

Reference	Title
CAC/RCP 1 – 1969	Codex Alimentarius – Recommended international code of practice – General principles of food hygiene, FAO-WHO, revision 4 (2003, editorial corrections 2011)
CAC/RCP 8 - 1976	Codex Alimentarius – Code of practice for the processing and handling of quick frozen foods, FAO-WHO, revision 3, 2008
CAC/RCP 39 - 1993	Codex Alimentarius – Code of hygienic practice for precooked and cooked foods in mass catering, FAO-WHO, and subsequent amendments
Copenhagen Protocol	Amendment to the Montreal Protocol adopted by the fourth meeting of the Parties (Copenhagen, November 23-25, 1992)
Directive 89/108/EEC	Of the Council of December 21, 1988 on the approximation of the laws of the Member States relating to quick-frozen foodstuffs for human consumption
Directive 98/83/EC	Of the Council of November 3, 1998 on the quality of water intended for human consumption
EC Regulation no. 852/2004	Of the European Parliament and Council of April 29, 2004 on the hygiene of foodstuffs
EC Regulation no. 853/2004	Of the European Parliament and Council of April 29, 2004 setting specific hygiene rules applicable to food of animal origin
EN 597-1	Furniture - Assessment of the ignitability of mattresses and upholstered bed bases - Part 1: ignition source: smoldering cigarette
EN 597-2	Furniture - Assessment of the ignitability of mattresses and upholstered bed bases - Part 2: ignition source: match flame equivalent

Hygiene on onshore bases
and offshore living quarters

Rev.: 05

Effective date: 05/2015

Page: 4 of 38

Reference	Title
EN 12830	Temperature recorders for the transport, storage and distribution of chilled, frozen, deep-frozen/quick-frozen food and ice cream - Tests, performance and suitability
EN 13486	Temperature recorders and thermometers for the transport, storage and distribution of chilled, frozen, deep-frozen/quick-frozen food and ice cream - Periodic verification
ISBN 9789241548151	Guidelines for drinking water quality, 4 th edition, 2011, WHO
ISO 22000	Food safety management systems – Requirements for any organization in the food chain
ISO 12952-1	Textiles – Assessment of the ignitability of bedding items. Part 1: ignition source: smoldering cigarette
Montreal Protocol	Montreal Protocol on substances that deplete the ozone layer, September 16, 1987
OMB 0910-0578	Managing Food Safety : A Manual for the Voluntary Use of HACCP Principles for Operators of Food Service and Retail Establishments, April 2006 and subsequent amendments, FDA
Report no. 343	Managing health for field operations in oil & gas activities, OGP, May 2003
Report no. 397	A guide to Food and Water Safety for the oil and gas industry, IPIECA/OGP, 2009
Report no. 470	Fitness to work. Guidance for company and contractor health, HSE and HR professionals, OGP/IPIECA, 2011
Report EHS23	Guidelines for environmental health for offshore installations, UKOOA, January 2007

Total General Specifications

Unless otherwise stipulated, the applicable version of these documents, including relevant appendices and supplements, is the latest revision published in the applicable yearly collection.

Reference	Title
GS EP CIV 401	Minimum requirements for building design and construction
GS EP CIV 403	Temporary construction camps and associated facilities (onshore)
GS EP CIV 414	Design and Construction of Offshore Living Quarters Part 1 – General Arrangement
GS EP CIV 405	Plumbing and sanitary for onshore and offshore installations
GS EP ELE 081	Lighting
GS EP ENV 001	Environmental requirements for projects design and E&P activities
GS EP ENV 421	Landfill design and operation for E&P sites
GS EP HVA 100	Basis of design
GS EP HVA 202	Air Handling Unit(s) (AHU)
GS EP HVA 211	Electrical heater(s)
GS EP HVA 223	Kitchen hood(s)
GS EP MED 060	Onsite medical structures
GS EP MED 061	Medical support for E&P sites
GS EP MED 063	Specific risks: clinical and therapeutic elements
GS EP SAF 221	Safety rules for buildings

3. Health & Hygiene Management

3.1 Responsibilities

The “Camp Boss” is the appointed authority responsible for catering and hygiene of on-site living quarters, under the authority of the site manager (RSES).

The Camp Boss is responsible for food safety by implementing and maintaining continuous monitoring as per the HACCP method.

3.2 Food hygiene and HACCP method

Important documents are [Report no. 397](#) and [Report EHS23](#). Although dedicated to offshore installations, [Report EHS23](#) takes up the essential principles valid to all types of installations, especially the risk analysis and critical points checking method: Hazard Analysis and Critical Control Points (HACCP).

The HACCP method is based on seven principles described in [CAC/RCP 1 – 1969](#), and taken up in [ISO 22000](#) and [Report no. 343](#):

General Specification		GS EP MED 062
Hygiene on onshore bases and offshore living quarters		
Rev.: 05	Effective date: 05/2015	Page: 6 of 38

- Carry out a risk analysis.
- Determine critical points for their control.
- Set the critical threshold(s).
- Set up a monitoring system to enable critical points to be controlled.
- Determine the corrective measures to take if monitoring reveals that a given critical point is not applied.
- Apply verification procedures to confirm that the HACCP system is working efficiently.
- Put together a dossier including all the procedures and readings regarding these principles and their implementation.

[OMB 0910-0578](#) may be helpful for implementing the approach.

3.3 Regular inspections

The Camp Boss shall organize weekly inspections with the site health personnel (see [GS EP MED 061](#)). These relate to the whole food chain, the hygiene of offshore living quarters and onshore bases, water quality and waste management.

3.3.1 Hygiene and collective catering service inspection

The hygiene and collective catering inspection can be performed using the grid supplied in appendix 1; as well as that suggested by [Report no. 397](#).

3.3.2 Inspecting offshore living quarters

The offshore living quarters' inspection can be performed using the grid supplied in appendix 2.

3.4 Non-compliance management

Should a non-compliance be detected, the Camp Boss and health personnel shall take appropriate measures (returning/destroying containers, etc.) to ensure and maintain safety of foodstuffs.

4. Health & Hygiene on Onshore Bases and Offshore Living Quarters – Operation

4.1 Food hygiene in collective catering

4.1.1 The whole food chain

From production to consumption, and then waste management, the whole food chain comprises the following essential points:

- Production / Purchasing
- Delivery - Storage / Packing / On-site transportation
- Receipt

General Specification		GS EP MED 062
Hygiene on onshore bases and offshore living quarters		
Rev.: 05	Effective date: 05/2015	Page: 7 of 38

- Ambient / refrigerated / frozen storage
- Hot / cold preparation
- Cooking
- Keeping hot
- Cooling
- Reheating
- Service
- Crockery
- Waste management

Each of these points may be at the root of an incident affecting the food quality, potentially causing a health problem.

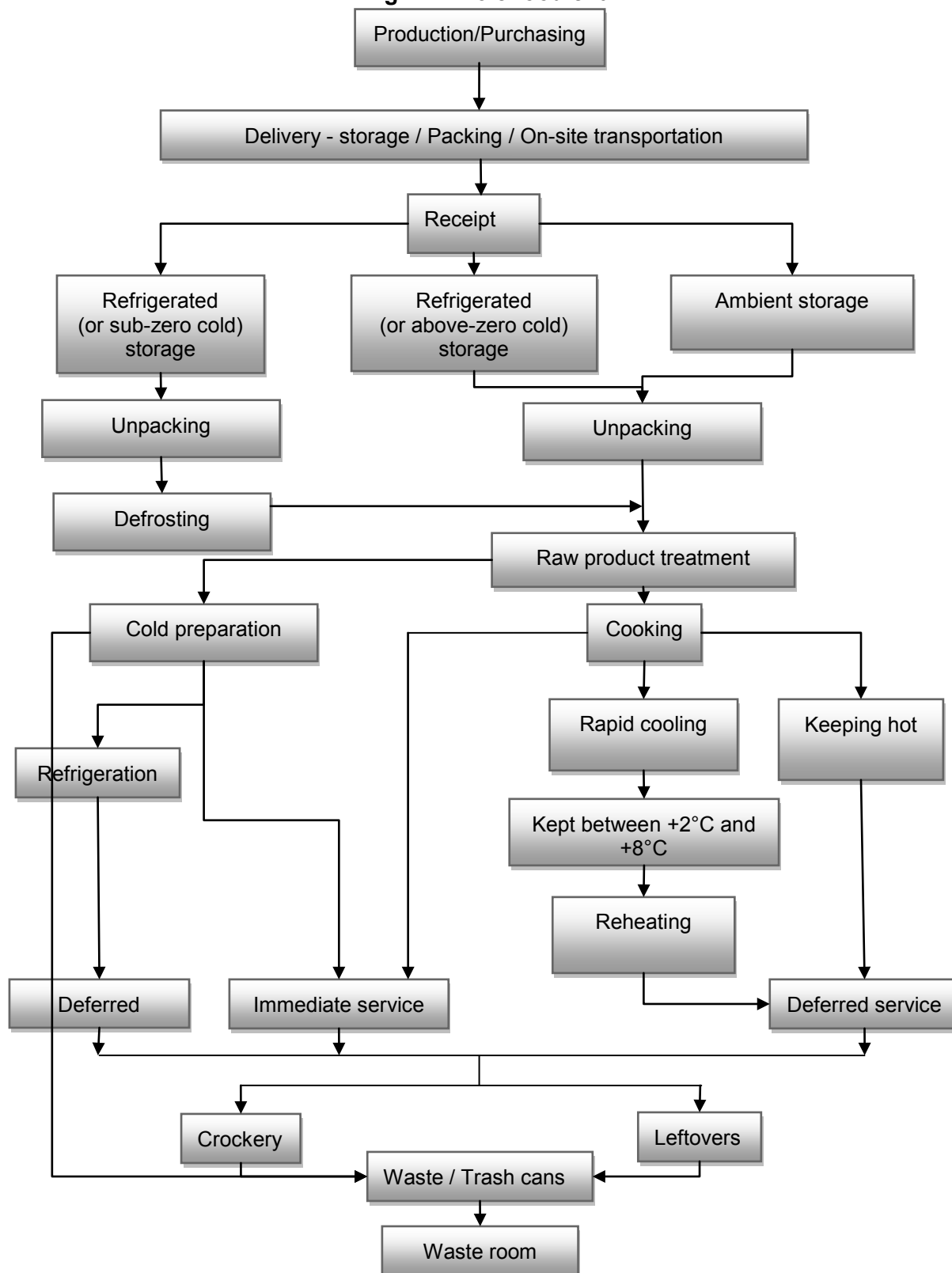
The flowchart of this chain is as shown in figure 1.

4.1.1.1 Production/Purchasing

The Camp Boss shall procure supplies from Suppliers recognized by a competent authority. This is most often the local health authority. If this authority does not provide sufficient guarantees, the affiliate health manager may conduct a verification of the Suppliers' premises and methods.

The source of the various foodstuff categories shall be known, especially for:

- Dairy products (excluding raw milk and derivatives)
- Meats, lunch meats and cured meats
- Fish products
- Whole eggs
- Fresh vegetables
- Quick-frozen and/or frozen products

Fig. 1: Whole food chain


4.1.1.2 Delivery - storage / Packing / On-site transportation

Foodstuff transportation shall comply with the requirements of [CAC/RCP 8-1976](#), of section VIII of [CAC/RCP 1 - 1969](#) and chapter IV of the Annex of [EC Regulation no. 852/2004](#).

The food transportation and handling conditions shall guarantee the absence of chemical, physical and microbiological contamination of the foodstuffs.

All containers and packaging intended for foods shall be protected from any contamination or deterioration during storage and transportation, for the normal lead times expected for the on-site delivery. These containers and packaging shall be labeled "FOOD", so as to be identified for priority handling upon unloading. They shall be thoroughly cleaned after use before being sent back to the storage area.

The vehicles of the Supplier delivering to onshore installations shall follow the same specifications (temperature monitoring, separation of different kinds of foodstuffs, etc.).

Temperature monitoring shall be in place throughout the transportation operations. Refrigerated containers shall keep foods at a temperature of below +5°C for refrigerated foods, and at a temperature of below –18°C for frozen foods.

To this end, they shall:

- Be fitted with insulating materials.
- Be painted a light color to reduce solar heat absorption.
- Be fitted with eutectic plates.
- Have been loaded in a logical order: frozen foods at the back stacked up to 10 cm deep, and then the same for refrigerated foods, then foods stored at ambient temperature, all avoiding empty spaces as far as possible. The only big empty space shall be at the door side. The ideal is to have a free-standing 3-compartment container (frozen/ refrigerated/ ambient temperature).
- Have been loaded as quickly as possible, opening the doors only when loading. And wherever possible, loading in several trips shall be avoided.
- Be equipped with a panel protecting the foods in case of failure of the door closing system.
- Be equipped with a refrigeration system which can be supplied during transportation (truck / train / boat), and an internal temperature recording system, which is visible from the outside (min.-max. thermometer or continuous recording thermometer).

These containers shall be loaded in a controlled-temperature room. Foods stored at ambient temperature shall be protected from any contamination during the handling and transportation operations. This is especially sensitive if chemicals are being carried in the same shipment.

Since fruits and vegetables are highly fragile, they shall be carefully packaged. They shall be packed separately from meats/fish/eggs.

4.1.1.3 Receipt

Upon arrival on-site, the health personnel and Camp Boss shall:

- Check the foods delivered: integrity of packaging, compliance of labeling (in particular the product's time remaining until the expiry date (ED) or best before date (BBD), product temperature.

The main criteria to inspect are those in table 1.

Table 1: Foodstuff incoming inspection criteria

Foodstuff	Inspection criteria
Meat and poultry	Fresh appearance and color. Consistency and odor Temperature < +4°C (+39°F)
Eggs	Dated less than 2 weeks since laying Temperature < +4°C (+39°F)
Fish	Temperature between 0°C (+32°F) and +2°C (+36°F) Packed in refrigerating packaging Gills red and wet. Weak odor
Frozen/quick-frozen foods	No signs of refreezing (frost flakes, ice sheet, etc.) Temperature below -18°C (0°F)
Refrigerated pre-cooked meals	Temperature < +4°C (+39°F)
Foods at ambient temperature	Dry and undamaged
Canned food	No rust, leaks or expansion on cans

- Check the transport conditions: cleanliness of truck, integrity of packaging, chamber temperature.
- Ensure rapid receipt of products, following the priority rules below:
 - Priority to foodstuffs
 - Priority to foods needing storage at the lowest temperatures
 - Priority to "wet" products over "dry" products
 - Priority to non-packed products over packed products

Foods judged unfit for consumption shall be withdrawn, and a report made to the RSES. The RSES decides on the measures to take.

A sample of the damaged foods can be taken as proof, to be sent to the local sanitary authorities.

General Specification		GS EP MED 062
Hygiene on onshore bases and offshore living quarters		
Rev.: 05	Effective date: 05/2015	Page: 11 of 38

4.1.1.4 Storage

Forwarding to the storage area is to be carried out as soon as possible.

General storage rules

- The principle of food rotation is: “first in – first out”, or the closest expiry date. Expiry dates shall be regularly verified (by the catering manager, and during every inspection by the health personnel).
- Cleaning products shall be correctly identified and stored in a different room to that (those) where foodstuffs are stored
- No foodstuffs shall be stored outside of the specially allocated areas.
- Storage areas shall be clean, ventilated/aerated and strictly sealed, so as to prevent any animal intrusion. Nothing shall be stored directly on the floor (food containers, cooking utensils, etc.).
- The utensil storage areas shall be separate from the ambient temperature food storage areas.
- On an onshore site, the storage area shall comply with the specifications of **GS EP CIV 403**.
- On an offshore site, the storage area shall comply with the specifications of **GS EP CIV 414**.

Storage conditions

Generally speaking, the storage conditions shall make it possible to follow the conservation advice recommended by the Supplier/Manufacturer, and to keep the foods at a temperature of (or below):

- +3°C (+37°F) for fresh products [excluding ground meat and fresh fish products, which must be kept at a temperature around that of melting ice, i.e. 0°C/+2°C (+32°F/+36°F)].
- +7°C (+45°F) for raw vegetables.
- -18°C (0°F) for frozen/quick-frozen products.
- Ambient temperature (+20°C/+25°C) for bulk products.
- Ice cubes must be made from drinking water.
- Ices and ice creams must be kept at a temperature below -18°C (0°F).

Ice creams reconstituted from powders or pasteurized liquids shall be frozen within an hour of preparation. Careful attention shall be paid to ice cream machines, especially with regard to rinsing and cleaning after use.

Storage

Foodstuffs shall be stored in accordance with the requirements below:

- The packaging shall be marked (indicating the contents) and dated (ED, BBD or packing date). A tray shall be placed under the packaging to collect any juice escaping from them.
- Non-frozen meats and dairy products shall be separated,

- Frozen meats and fish shall be separated,
- Any frozen foods shall be packed in appropriate packaging, certified for food contact. Plastic garbage bags are not acceptable.
- All refrigerated foods shall be:
 - Either packed in appropriate packaging, certified for foodstuffs, especially variety meats and fish.
 - Or placed in a sealed container.
- Raw foods shall be separated from refrigerated cooked foods.
- Never put away raw foods (which are to be cooked) and ready-to-eat foods in the same container. If, in exceptional cases, these two types of food are in the same cooler, raw foods shall be placed below the cooked foods.
- Foods delivered in bulk (rice, flour, beans, etc.) shall be stored in a lidded plastic container as soon as their original bag is opened, and be correctly labeled (ED, batch no., etc.).
- Cans with traces of soiling or animal feces should be cleaned and rinsed before storage.

4.1.1.5 Preparation

Unpacking / Defrosting

Foods shall be unpacked as required. The work shall be organized in space or time, following the principle of “forward motion”.

Foods are defrosted in an environment protected from any contamination. This can be carried out via four acceptable methods:

- Slow defrosting in a refrigerated chamber at a temperature of between 0°C (+32°F) and +4°C (+39°F). This method shall be preferred.
- Rapid defrosting in a defrosting chamber: expensive and bulky, this requires plenty of cleaning and constant temperature monitoring.
- Defrosting in a microwave oven. Limited in volume, this defrosting method is acceptable only for foods cooked immediately after defrosting.
- Defrosting using running water [at +21°C (+70°F) or below] for a period of no more than 4 hours is acceptable, unless there is doubt about the water drinkability. This practice is prohibited on isolated camps.

Raw product processing

Work on raw foods of animal origin and unprocessed products of plant origin shall be isolated from areas for processing pre-cooked and cooked foods. Should the layout of the premises not permit, these operations shall be separated in time by means of a work surface cleaning and disinfection phase.

Cold preparation

The work surfaces used for cold preparation shall be cleaned and disinfected.