### Reporting Period| July 1st to July 31st, 2017

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**HEALTH SAFETY ENVIRONMENT |**

|  |  |  |
| --- | --- | --- |
| **KPI Objective** | **July 2017** | **2017 YTD** |
| 0 LTA’s annually – QUINN Journey to ZERO  ***(Incidents x 200,000/Exposure Hours) = LTA*** | **0.00** | **0.00** |
| < 0.5 TRIFR annually – World Class Rating ***(Incidents x 200,000/Exposure Hours) = TRIFR*** | **0.00** | **0.00** |
| < 0.07 First Aid Rate  ***(Exposure Hours/173 x (# months)= FTE***  ***First Aids/FTE = F/A Rate*** | **0.01** | **0.06** |
| < 0.20 Property / Equipment Damage  ***(Property/Equip Incidents x 200,000/Exposure Hours = Prop/Equip Rate)*** | **0.00** | **0.00** |
| < 0.50 Vehicle Incident Frequency Rate  ***(Vehicle Incidents x 1,000,000 km/total KM Driven = Vehicle Incident Rate)*** | **0.00** | **3.27** |
| 0 TRIFR annually 3RD Party Subcontractors  ***(Incidents x 200,000/Exposure Hours) = TRIFR*** | **0.00** | **0.00** |

**HSE Statistics Summary |**

|  |  |  |
| --- | --- | --- |
| **Description - LAGGING** | **July 2017** | **2017 YTD** |
| Man-hours | 17,197 | 130,648 |
| Lost Time Incidents | 0 | 0 |
| Recordable Medical Aid | 0 | 0 |
| First Aid | 1 | 4 |
| Near Hit/Near Miss | 0 | 4 |
| Vehicle Incidents | 1 | 15 |
| Modified Work | 0 | 0 |
| Environmental Events | 0 | 0 |
| Off the Job Injury/Illness | 1 | 9 |

|  |  |  |
| --- | --- | --- |
| **Proactive Events - LEADING** | **July 2017** | **2017 YTD** |
| Hazard Identifications | 99 | 729 |
| Safety Meetings | 7 | 18 |
| Work Site Inspections | 17 | 195 |
| Pre-Task Analysis Cards | 500 | 3,596 |
| Pre-job Toolbox Meetings | 124 | 1,089 |
| Behaviour Based Safety Observations | 154 | 1,134 |

|  |  |
| --- | --- |
| ***CNRL Exposure Hours since last recordable (22-Jan-14)*** | ***898,233*** |

**Comment/ Issues:**

**Preventable Vehicle Incident:**

July 4, 17 – While driving on rig mats (24” pipeline WLF) truck tire went between 2 rig mats which were under water. No damage to unit, $1,454.49 tow charges.

**ROPD:**

July 10, 17 – Citric Acid 50% pail failure x 2. Expired pails and product resulted in spill in warehouse and into a drip tray. Warehouse has moved stock to non-stock item and safely disposed of the remaining pails.

**Training Summary |**

|  |  |
| --- | --- |
| **Course** | **Total** |
| H2S Alive | **1** |
| Standard First Aid | **-** |
| Confined Space | **3** |
| Bolt up Swedge Lock | **-** |
| Fall Protection | **3** |
| Gas Detection | **2** |
| CNRL Blinding PSV | **-** |
| CNRL LOTO | **-** |
| Orientation | **-** |
| Equipment Training | **2** |
| TDG | **-** |
| Basic Rigging | **-** |
| Skid Steer | **-** |
| Fire Extinguisher | **1** |
| PortaCount Fit Testing | **-** |
| **Total** | **12** |

**QUALITY ASSURANCE - QUALITY CONTROL |**

|  |  |
| --- | --- |
| **KPI Objective** | **KPI Actuals | July 2017** |
| < $10,000.00 / year per unit rework | **$2,487.47 /year** |
| < 10 NCR’s / year per operating unit | **4 NCR’s** |
| < 3.00% Repair Rate (all weld counts) | **2.17%** |
| Total Welds | **96** |
| Total Repairs | **4** |

**Non-Conformance Report Status:**

* CNRL-2017-006: Spool was too short

**Rework Status:**

* CNRL-2017-003: Rework spool that was too short.

**Material Control (i.e. order issue/returns, receiving):**

* No issue.

**Tools & Equipment (i.e. bolt tensioning, torqueing, laser positioning / alignment):**

* Waiting for torque wrenches for all CNRL trucks. This is now 3 month without torque wrenches.

**Current Site / Unit Issues:**

* No issues.

**Quality Competency Training:**

* No training to report.

**Outstanding/ Completed Packages |**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Packages** | **2013** | **2014** | **2015** | **2016** | **2017** |
| Signed off by Quinn/In CNRL Review | 25 | 42 | 96 | 94 | 144 |
| In Review by Quinn | 70 | 161 | 16 | 26 | 8 |
| Completed and Scanned | 343 | 338 | 303 | 212 | 38 |

**HUMAN RESOURCES |**

|  |  |
| --- | --- |
| **KPI Objective** | **KPI Actuals |July 2017** |
| < 10% Turnover rate for site | **1.00%** |
| < 21 days post to fill | **Average 0 days** |
| < -10 Total Differential | **-2** |
| < 10% Schedule to Attendance Variance | **Report Next Month** |

**Manpower Status Summary: July 2017**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Site Mng/  Safety | QC Planner/WH Attend. | WLP | Maint. & Welding Crews | Scaffold Crews | New Constr.  Scaffold Crew | Field Maint. Crew | Field Labour Crews | TA  Crews | **Total** |
| Headcount Total Plan | 2 | 11 | 11 | 17 | 15 | 11 | 8 | 32 | **107** |
| Headcount Actual | 2 | 11 | 11 | 17 | 14 | 11 | 8 | 31 | **105** |
| Total Differential | **0** | **0** | **0** | **0** | **-1** | **0** | **0** | **-1** | **-2** |

* Headcount Total Plan – is the Manpower reflection of 01-Jul-17.
* Headcount Actual – is the manpower as of 31-Jul-17.
* Total Differential– Manpower decrease and increase.

**Comment / Issues:**

**Negative 2**

* Employee returned to trade school from the TA crew.
* Employee returned to TA crew WLP from Short term disability.
* Welder found other employment (TA crew Primrose).
* 2nd year scaffolder, transfered to another Quinn site, not required at CNRL.

**Current Recruiting Summary: July 2017**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Craft** | **Position** | **Posting Date** | **Date Filled** | **Comment** |
| WD | Welder | 10-Jul-17 | 12-Jul-17 | Quinn Fabrication shop welder needed for two days to meet CNRL schedule requirements. |
| WD | TA crew Primrose | 07-Jul-17 | Canceled | Position canceled – Not required. |

**Attrition Summary: July 2017**

|  |  |  |  |
| --- | --- | --- | --- |
| **Classification** | **Termination Date** | **Termination Reason** | **Work Area** |
| SFCR5 | 03-Jul-17 | Transfers to another site | Maint./TA Scaffold Crew - temp |
| WD | 07-Jul-17 | Wages | T/A Primrose. |

**Site Quinn Manpower | End of July 2017**

Reflected below is the separation of the crews throughout the CNRL district and the split between their skill levels and their position.

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Work Group | Contract Supervision | Coordinator | Contract Coordinators | Contract Planning | Contract Administration | Contract Journeyman Trades | Contract Apprentice | Contract Labour | Construction | Warehouse / First Aid | Vacancy's | Total W//Const/Quinn OH |
| Quinn Field Services | - | - | - | - | - | - | - | 8 | - | 1 | - | 9 |
| Quinn Turnaround | 4 | - | - | - | - | 8 | 10 | 4 | 5 | - | - | 31 |
| Quinn Scaffold | 5 | - | - | - | - | 5 | 7 | - | 14 | - | - | 31 |
| Quinn Wolf Lake Maintenance | 1 | - | - | - | - | 5 | 3 | - | 2 | - | - | 11 |
| Quinn Primrose Maintenance | 2 | - | - | - | - | - | 1 | 8 | - | - | - | 11 |
| Quinn QC | - | - | 2 | - | 1 | - | - | - | - | - | - | 3 |
| Quinn staff included in other teams | 2 | - | - | 7 |  | - | - | - | - | - | - | 9 |
| **Sub Total Quinn** | **14** | **-** | **2** | **7** | **1** | **18** | **21** | **20** | **21** | **1** | **-** | **105** |

**FLEET |**

|  |  |
| --- | --- |
| **KPI Objective** | **KPI Actuals | July 2017** |
| 0 - Out of Service Interruption | **0** |
| < 500 Hours Idle Time | **15 min (per day)** |
| 0 - Speeding Infractions via Law Enforcement | **0** |
| Speeding Infractions via GPS | **0** |
| Air Weapons Infractions | **0** |

**Fleet Count Summary |**

Currently there are 52 units which are both chargeable and non-chargeable as well as 5 other equipment.

**Comment / Issues:**

* Count Summary for other equipment is the Bobcats / Boiler trailer / hauling trailers.
* Accounted for in the above Count Summary
  + **Unit 35-003** was brought back to the fleet shop 05-Jul-17- crew down size**.**
  + **Unit 12-276** was swapped out with Unit 35-014 03-Jul-17.
  + **Unit 25-018** was swapped out with Unit 35-015 06-Jul-17.
  + **Unit 12-311** was swapped out with Unit 12-308 20-Jul-17.
  + **Unit 35-005** was sent out to site as per additional truck request for the T/A crew- Richard Buck
  + **Quinn BBQ** was brought out to site on 13-Jul-17 and returned the same day**.**
* There was one incident on site involving damage to trailer Unit 08-500. A piece of 14’’ pipe fell onto the deck while loading and damaged the deck boards. This incident happen on 18-Jul-17 and was repaired by the Fleet shop on 27-Jul-17.

**FINANCE |**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Apr 2017** | **May 2017** | **Jun 2017** | **Jul 2017** |
| Days to Bill | 22.3 | 29.5 | 33.6 | 10.9 |
| Unbilled Amount | $- | $24,396 | $942,299 | $1,163,056 |
| Days to Pay | 43.3 | 58.8 | - | - |
| Paid After 45 Days | $27, 883 | $376,125 | $- | $- |
| Total Hours | 19,424.5 | 24,351 | 24,651 | 17,067.5 |
| % OT | 23.34% | 14.74% | 18.29% | 10.24% |

**SCAFFOLDING |**

|  |  |
| --- | --- |
| **KPI Objective** | **KPI Actuals | July 2017** |
| > 60 CF/hr. | **141.29 CF/hr.** |
| Dismantled Scaffolds | **67** |
| Dismantled Man-hours | **708 Hrs.** |

**Breakdown:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **All Scaffolds** **Standing** | **Maintenance** | | | | | |
| Total Scaffolds | Total System | Total Tube & Clamp | Build Hours | Total Cubic Feet | Avg. CF/Hr. |
| 131 | 71 | 57 | 1,803 | 196,218 | 108.83 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **July 2017** | **Maintenance** | | | | | |
| Total Scaffolds | Total System | Total Tube & Clamp | Build Hours | Total Cubic Feet | Avg. CF/Hr. |
| 35 | 16 | 19 | 493 | 96,897 | 196.55 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **All Scaffolds Standing** | **Turnarounds** | | | | | |
| Total Scaffolds | Total System | Total Tube & Clamp | Build Hours | Total Cubic Feet | Avg. CF/Hr. |
| 116 | 85 | 31 | 1,513.5 | 139,795 | 92.37 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **July 2017** | **Turnarounds** | | | | | |
| Total Scaffolds | Total System | Total Tube & Clamp | Build Hours | Total Cubic Feet | Avg. CF/Hr. |
| 45 | 36 | 9 | 633.5 | 54,500 | 86.03 |

**Comment / Issues:**

* Based on build sheets per scaffold that were submitted by the Quinn Scaffold foreman from the CNRL site, there are 247 scaffolds standing collectively from all areas at the CNRL site for July.