



Quick User Guide

Desktop version



Revision 1.00

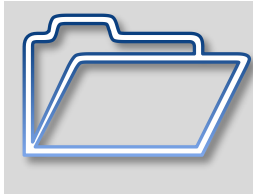
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April 2014



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Chapter 1 Logging into the system



You will get your username and password from you Proteus WEAC administrator in order to log onto the system (in Citrix). The “splash-screen” shows the progress of starting up the system, and at the end you may see some useful messages relating to status in your data.

Login form for Proteus WEAC:

Log in to Proteus

promineo

Proteus

Repository: D:\Proteus.Repositories\Internal\WEAC\trunk\WEAC

Username: Demo Password: **** ☒ Remember Password

Workspace: WEAC DataEntry

The Base Module in the Proteus WEAC Work Environment Software Suite.

Welcome, User, Demo

Proteus 2.1 (build: 2.1.0.117) - Copyright © 1998-2014

OK Cancel

Promineo AS - www.promineo.no

The Proteus WEAC Login screen

Select Preferences

Connected To DB WEAC

proteus WEAC

Installation: RGVI

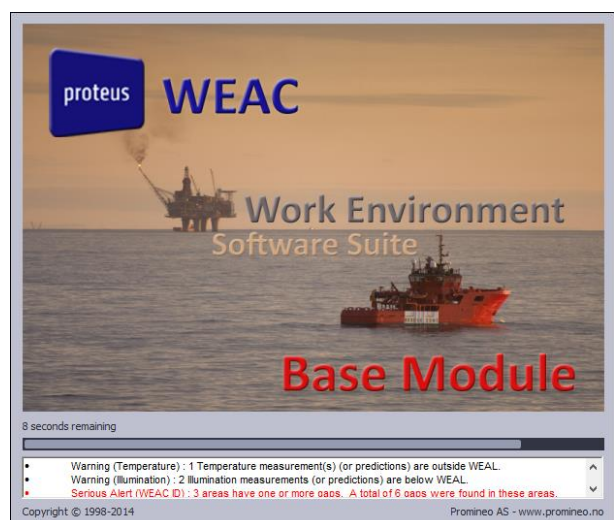
Gap reporting scheme: Internal

Color Map Scheme: Default

☒ Remember This

OK Cancel

Selecting Installation and Coloring Schemes



Useful "alerts" may show near end of load.

Chapter 2 Status Overview

Platform overview

In the Overview tab, seen initially, ALL areas for the entire rig are shown in ONE overview, letting the eye see the various statuses for each area, according to these color codes:

- Regulatory Non Conformity
- Internal Non Conformity
- OK
- No registrations (Findings or Measurements)

Area Maps

Noise Custom Overview

Shows **Deviation Color** for the combination of Gaps and Findings: **Regulatory Dev.**, **Internal Dev.**, **No Dev.**, **No Reg.**

RGVI

Machinery Deck

Air Comp..	Cement U..	Cement U..	Diesel R..	Electric..	Engine R..	Mechanic..	Mechnica..
Mud Lab..	Mud Pump..	Port P-T..	Port Sto..	Port Thr..	Sack Sto..	Stbd P-T..	Stbd Sto..
Stbd Thr..							

Main deck and above (incl Drilling area)

Main dec..	Cantilev..	Centre P..	Derrick ..	Drill Fl..	Drill Fl..	Driller..	
Main dec..	Shale Sh..	Shale Sh..	Shale Sh..	Sub Base..	TDS Cool..	Main dec..	
Central ..	Central ..	Fwd Jack..	Helideck	Helideck..	Knuckle ..	Main dec..	Main dec..
4th Leve..	5th Leve..	Main dec..	Main dec..	Paint Lo..	Port Aft..	Port Aft..	Port Bow..
Port Lay..	Port Mid..	Radiator..	Main dec..	Main dec..	Port Fwd..	Port Lif..	Main dec..
Main dec..	Stbd Aft..	Stbd Lay..	Stbd Mid..	Stbd Mid..	Main dec..	Main dec..	Stbd Fwd..
Stbd Fwd..	Stbd Lif..	Welder S..	Welder's..				

Mezzanine Deck

Barge En..	BOP Accu..	Cat. Par..	Cat. Par..	Cat. Par..	Driller..	Mezzanin..	
Mezzanin..	Mud Pit ..	Mud Pump..	Oil Stor..	Port P-T..	SCR Room	Stbd P-T..	Stores O..
Welder's..							

Quarters 1st level

Bakery P..	Bond Sto..	Camp Bos..	Cold Sto..	Corridor..	Dish Was..	Female L..	Freezer ..
Galley ..	Galley T..	Laundry ..	Laundry ..	Male Loc..	Meat Pre..	Medic's ..	Mess Roo..
Pantry ..	Safety A..	Sick Bay..	Sick Bay..	Spare Kl..	Stairwel..	Tea Area..	Tea Area..
Toilet F..	Toilets ..	Vegetabl..	Vegetabl..				

Quarters 2nd level

Cabin 20..	Washroom..	Cabin 20..	Washroom..	Cabin 20..	Washroom..	Cabin 20..	Washroom..
Cabin 20..	Washroom..	Cabin 21..	Washroom..	Cabin 21..	Washroom..	Cabin 21..	Washroom..
Cabin 21..	Washroom..	Cabin 21..	Washroom..	Cabin 21..	Washroom..	Cabin 21..	Washroom..
Cabin 21..	Washroom..	Cabin 22..	Cabin 22..	Washroom..	Washroom..	Cabin 22..	Washroom..
Cabin 22..	Washroom..	Cabin 22..	Washroom..	Cabin 22..	Cabin 23..	Cabin 23..	Corridor..
Janitor..	Laundry ..	Laundry ..	Linen St..	Off Tour..	Port Ext..	Stbd Ext..	

Quarters 3rd level

3rd Part..	3rd Part..	Barge En..	Cabin 30..	Washroom..	Cabin 30..	Cabin 31..	Cabin 31..
Cabin 32..	Cabin 32..	Washroom..	Cabin 33..	Cabin 33..	Washroom..	Cabin 33..	Washroom..
Cabin 33..	Washroom..	Cabin 33..	Washroom..	Company ..	Conferen..	Conferen..	Corridor..
Gym..	Janitor..	Linen St..	Maintena..	Maintena..	OIM's Of..	Port Ext..	Recreati..
Stbd Ext..	Video Ro..						

Quarters 4th level

BOP Remo..	Control/..	Emergenc..	Heliport..	HVAC Roo..	Port Ext..	Stbd Ext..	Toilet 4..
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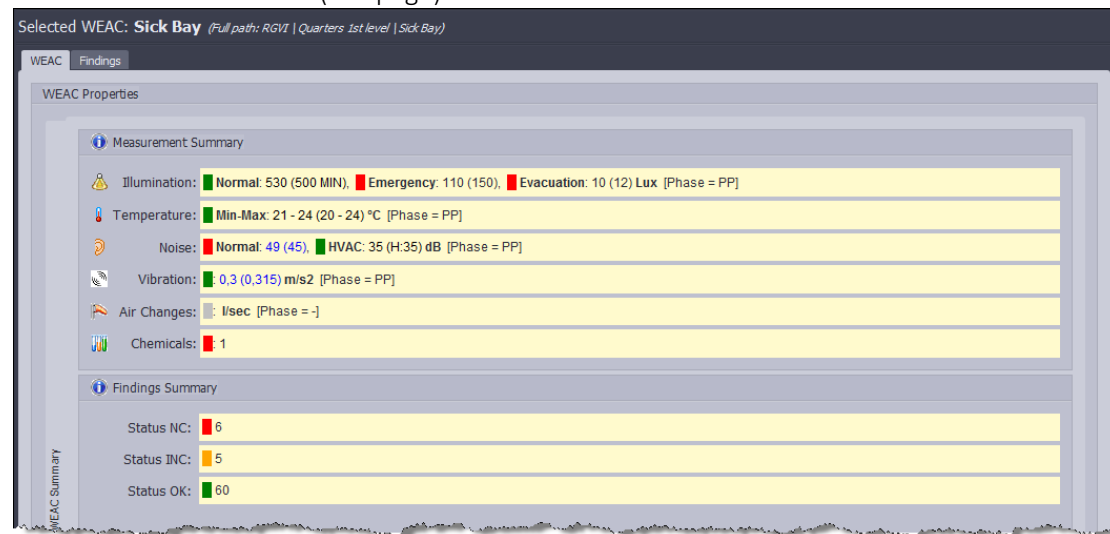
Quarters General

Rig General

Color Map No Dev. Internal Dev. Regulatory Dev. No Registrations

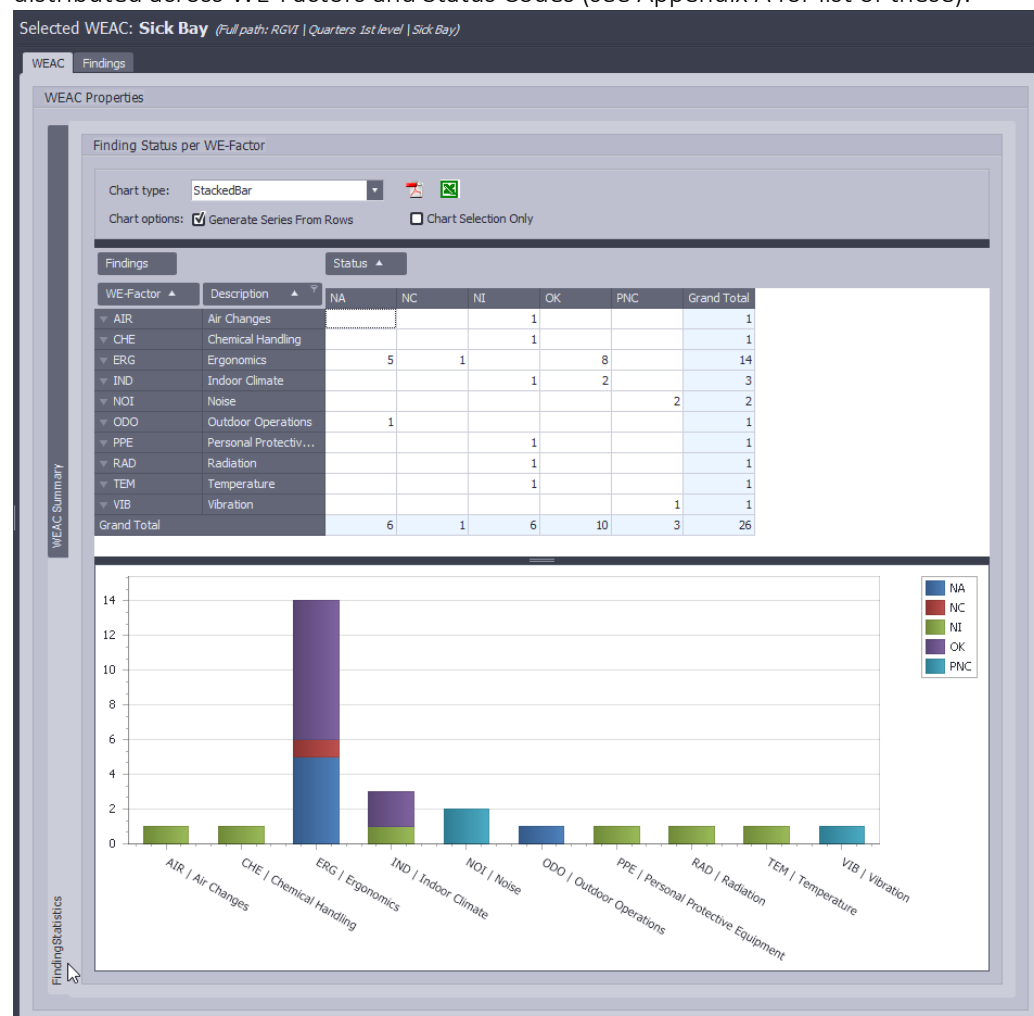
Area overview – Summary Details on Measurements and Findings

In order to see the details behind any of the colored “rectangles” in the platform overview, you may click it, and see area summary details on the right half of screen. The color codes are the same as for Overview (last page):



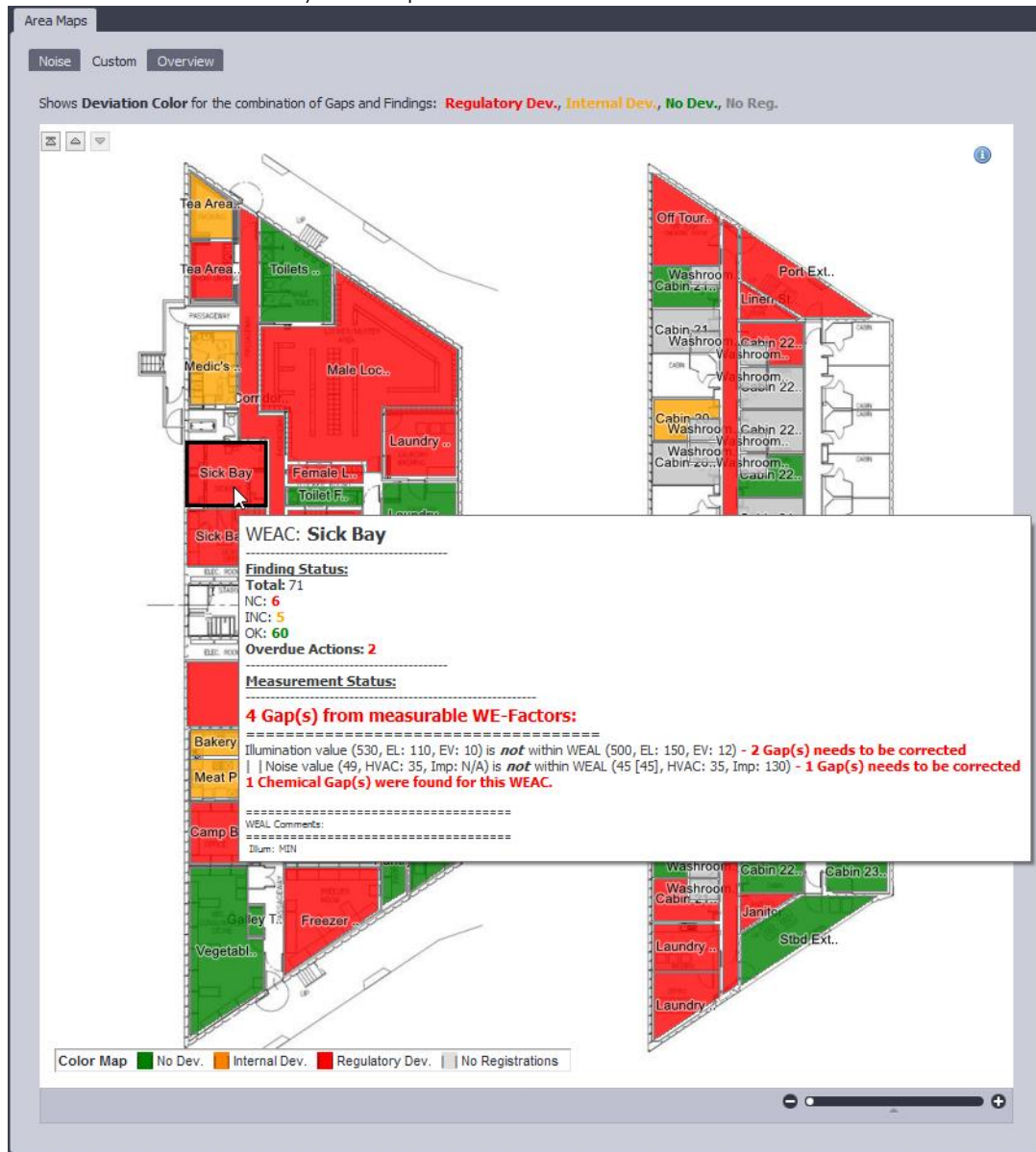
Area overview – Findings' Status per WE-Factor

By selecting the vertical tab called “Finding Statistics”, you will see how the findings are distributed across WE-Factors and Status Codes (see Appendix A for list of these):

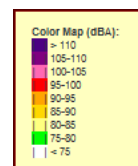


Deck overview – Plot-plan based view

By selecting the tab called “Custom” you will see the selected area (from overview) in its location on the plot plan, and colored according to the default “Custom Color Scheme” (color codes same as described earlier). Here you may hover over any area and see details (Findings and Measurements Status) in tooltip:

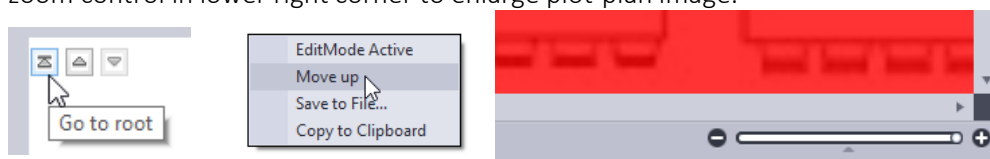


The other tab called “Noise” will show the same plot-plan, but colors will be set according to noise measurements for area according to defined Color map:



Plot-plan based navigation

In upper right corner you will see the navigation “buttons”, and you may also right click in plot-plan and select “Move up” to go up one level in the plot-plan hierarchy. There is also a zoom control in lower right corner to enlarge plot-plan image:



Chapter 3 Finding Details

There are 2 ways to select a set of Findings. One is found in the tab called “Findings” on the top right, showing a list of all findings for the selected Area. The other is found in the tab called “Finding Overview” on the bottom left. Each is shown below:

Findings for a selected Area

Selected WEAC: **Main deck - Port area Aft** (Full path: RGV1 | Main deck and above (Ind Drill...))

WEAC Findings

Findings for Area:

ID	WE Factor	Title	Status	Risk Init	Risk Res.	Created	Due Date	Completed Date	Updated	UpdatedBy
2004	MH	Axess 2013 MH - 05	NC	9	4	19.03.2014	01.03.2014		19.03.2014	
2006	MH	Axess 2013 MH - 15	NC	15	4	19.03.2014	01.03.2014		19.03.2014	
2007	MH	Axess 2013 MH - 16	NC			19.03.2014	01.03.2014		19.03.2014	
2008	MH	Axess 2013 MH - 17	NC			19.03.2014	01.03.2014		19.03.2014	
2010	MH	Axess 2013 MH - 03	NC	10	4	19.03.2014	01.03.2014		19.03.2014	

Findings: 5 of 8

General Properties

Title: Axess 2013 MH - 15

WE Factor: Material Handling Status: NC Priority: Action Status: Overdue

Created: 19.03.2014 Due Date: 01.03.2014 Responsible: Find

Finding: The grid pattern beneath the port side hatch causes snatching when loads are being lifted.

Recommendations: By installing a smooth surface this unwanted occurrence can be avoided.

Requirements: NORSOK R-002, B.3.4 Also referred to in the PSA audit.

Action Description: Install Thin metal sheeting (perforated) across the grid pattern

Est. Completed: Responsible: Rig Welder Completed Date:

Search for Findings across all Areas

Note that you can type a search word at top, and all Findings are seen that contains this text in any of its visible fields:

Findings Overview

Search Findings: [Search]

Findings ID: 1387 2AC MH, area: Off Floor Motor Shaft

General Properties

Title: Axess 2013 MH - 02

WE Factor: Material Handling Status: NC Priority: Action Status: Overdue

Created: 19.03.2014 Due Date: 01.03.2014 Responsible:

Finding Description: The beams that are installed as permanent lifting arrangement needs to be replaced due to its condition. New permanent lifting arrangement needs to be installed for safe and efficient handling and maintenance of valves and equipment.

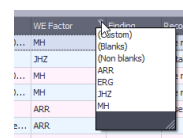
Recommendations: The most flexible and efficient solution here would be to install a gantry crane. This will make it possible to carry out maintenance and change equipment in a safe and efficient way. Recommend to make the crane coverage as wide as possible. It also needs to be installed lifting arrangement for transporting equipment to crane coverage.

Requirements: NORSOK R-002, B.2 and table B.1.

Action Description: Gantry Crane to be installed above G&M manifold

Est. Completed: Responsible: Projects Completed Date:

An alternative way of filtering items is to select an item from the “dropdown filter list” found in the upper right corner of each column header:



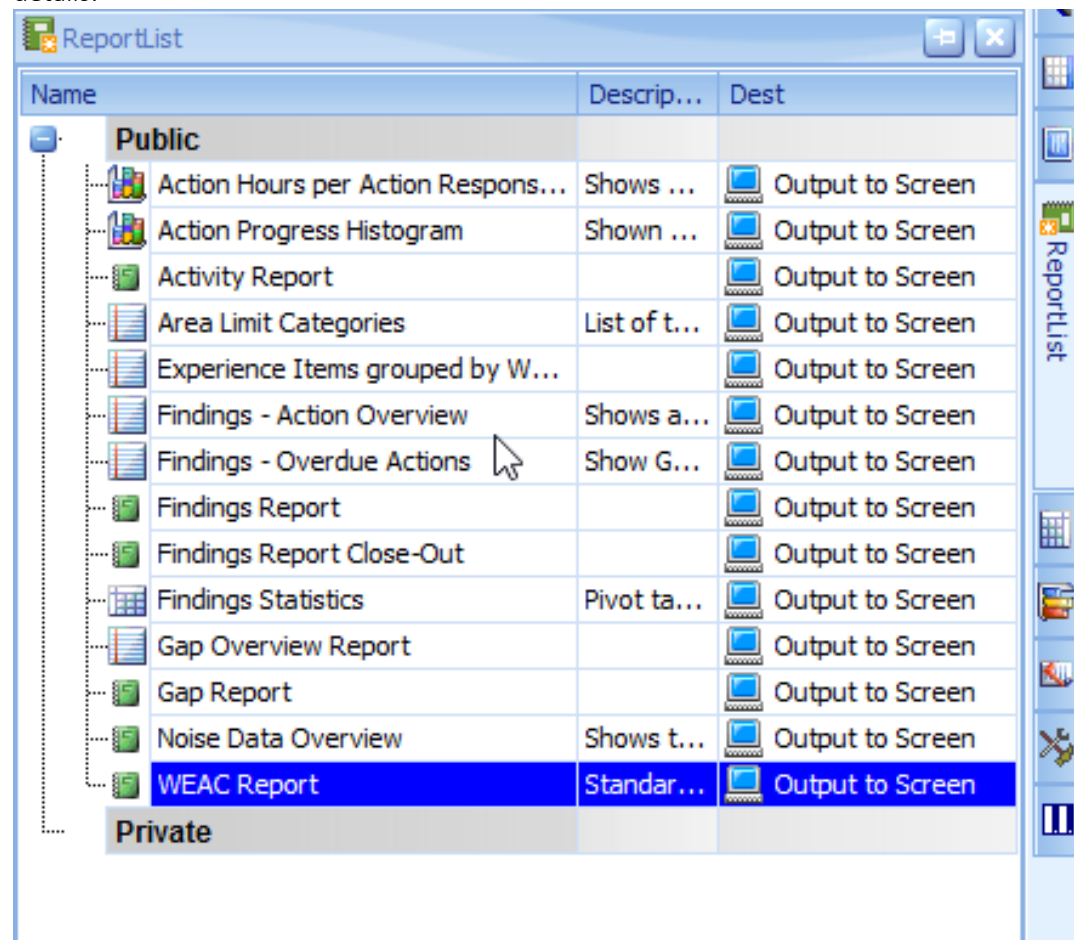
Chapter 4 Generate Reports

The WEAC system comes with a number of predefined reports, and the ones that are relevant in this document are:

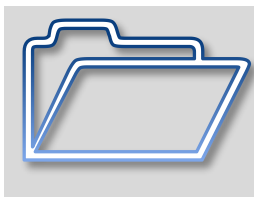
1. The Gap Report (also called Measurement Overview Report)
2. The WEAC Report

How to launch a report?

The list will “pop up” by moving mouse to the rightmost side of screen and hovering over the green “ReportList” icon. By double clicking one of the items, the report will be generated. Each report will have legend explanations and scope of this document will not include their details:



Appendix A: List of Finding Status Codes



Each company can decide which status codes to use for findings, and their corresponding “severity” indicated by color RED for Non Conformity, ORANGE for Internal Non Conformity and GREEN for Findings that are OK. This shows a typical such list.

Code	Description
AR	Action Required
NC	Non-conformity
NCO	Non-Conformity Operations (implementations of the Chemical Management Procedure)
NCP	Non-conformity, action pending
NCR	Non-Conformity Rig issues
NCS	Non-Conformity Survey issues (material handling survey by Axess & escape way markings and signs survey by Rumag)
NCY	Non-Conformity Yard issues
EV	To be evaluated
IP	In progress
NCPI	Non-conformity, action pending - Internal
NEV	Not Evaluated
NI	Not Identified
PNC	Potential Non-conformity
DELETED	Deleted
INF	Information
NA	Not Applicable
NCA	Non-conformity, approved
NCAI	Non-conformity, approved - Internal
OK	OK
REF	Refers to other, related finding

Appendix B: List of terms used in application

Term	Description
WEAC	Work Environment Area Chart, used as a synonym for “Area” in some cases.
WE	Work Environment.
WE-Factor	Work Environment Factor (e.g Noise, Illumination, Temperature, etc)
Measurable WE-Factor	One of the following 5 WE-Factors: Illumination, Noise, Temperature, Vibration, and Air Changes (HVAC).
Qualitative WE-Factor	Any WE-Factor that is not one of the 5 measurable ones, such as Ergonomics, Access, etc. These are called Findings in the system
Finding	Basically any information that is worth registering in the system, but normally this means a non-measurable (qualitative) data entry.
Finding Status	A Finding’s status – See Appendix A for list of Status Codes.
Finding Status OK	A Finding is shown in GREEN color if defined as Conformant (*)
Non Conformity	A Finding is shown with a RED color if its status is of a type that is defined as “Non Conformant” (*).
Internal Non Conformity	A Finding is shown in ORANGE color if its status is of a type that is defined as “Internally Non Conformant” (*). The word “internal” refers to the fact that the finding is not a violation of regulatory authorities, but is internally considered to require an action.
Action	A finding where follow-up information is defined: due date and complete date (when completed).
WEAL	Work Environment Area Limit.
Area Limit Category List	The set of predefined WEALs for each of approx. 50 area types (from NORSOK).
Gap	A term used for Measurable WE-Factors where there exists “hard” numeric values for measurements and Area Limits. Gaps are indicated in RED color. Example: If the Illumination WEAL for an area is 400 lux and the measured value is 360 lux, this constitutes a Gap.
Phase	All registered values for the Measurable WE-factors are tagged with a Phase code stating for which point in time it was valid. The Phase codes for are typically used: PP (Preliminary Prediction), PAC (Predicted At Construction), ASB (As Built), OPER (Operations).
Gap vs. Non Conformity	For Qualitative (Non-measurable) WE-Factors, such as Ergonomy, there does not exist a “hard” value to compare to a limit, so these have to be registered as Findings, and the assigned Finding Status determines if this is a “Gap” or not. In this case it is not referred to as a “Gap”, but as a “Non Conformity”.
WEAC Tree	The hierarchical structure of Areas. It is possible to navigate to a particular area by selecting a it from the WEAC Tree, OR by clicking on an area in the PlotPlan.
PlotPlan	The drawing model for a section of the installation (typically a level), where each area is outlined as a clickable shape.

(*) see [Appendix A](#) for a full list of codes and their related color.

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