



Bobcat Gas Storage

Required OQ Action Plan Elements for contractors

Attachment 2

Revised 2/10/2009

Contractor Company Name _____

Address _____

OQ Contact Person (Name) _____

(Number) _____

Please initial below indicating your agreement to the following six Bobcat OQ Requirements:

1. Recordkeeping

- a. All Records must be submitted to Bobcat OQ Coordinator and/or retained at the jobsite until Project completion
- b. What data must be retained – (Minimum Requirements)
 - i. Identification of OQ qualified individual
 - ii. The list of Bobcat OQ covered tasks that individual is OQ qualified to perform
 - iii. The date of current OQ qualification for each covered task
 - iv. The evaluation method(s) used to OQ qualify that individual for each covered task. _____

2. Evaluation Process (Initial the method(s) you will be using)

- a. How will contractor be OQ qualified
 - i. Veriforce _____
 - ii. OQSG (Bobcat preferred) _____
 - iii. NCCER _____
 - iv. Energy WorldNet _____

*** It is the contractor’s obligation to meet the Company OQ Tasks as Identified in Attachment 3. Please note, the Company reserves the right to modify OQ tasks at any time during the contract time.**



- b. The following methods must be used to OQ qualify your employees
 - i. Knowledge Test and
 - ii. Skills Checklist – On the job or
 - iii. Skills Checklist – Simulation of covered task
 - iv. Industry Certifications (e.g. NACE) must include Abnormal Operating Conditions evaluation _____

- 3. Lost Qualifications and Re-Evaluations – Bobcat must be notified when any contractor employee loses a qualification and is re-evaluated for any of the following reasons:
 - i. Subsequent (Bobcat requires every 3 years)
 - ii. After an incident
 - iii. Unsatisfactory performance of a covered task
 - iv. After a failed OQ evaluation _____

- 4. Non-OQ qualified personnel performing a covered task must be directed and observed by OQ qualified individual _____

- 5. Change in OQ Action Plan must be communicated to Bobcat via email to the Coordinators listed below: _____

- 6. Subcontractors performing covered tasks must be qualified by the contractor or directed and observed by a qualified individual _____

Name of Person Completing Form _____

Title _____

Signature _____

Submit Completed Contractor OQ Action Plans to the following Coordinators:

Megan Tallent
Manager EH&S
mtallent@bobcatstorage.com

David Hebert
Construction Manager
Dhebert@bobcatstorage.com