
ACP RP 1001-2-202x
Recommended Practice for Offshore
Safety Training and Medical
Requirements

AMERICAN CLEAN POWER ASSOCIATION
Standards Committee



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Offshore Safety Training and Medical Requirements

1. General Information

1.1 Purpose

This Recommended Practice document serves the need of the offshore wind industry to develop, analyze, and communicate the appropriate employer requirements for recognized hazards of persons conducting work offshore. This document is intended to supplement or work in conjunction with a relevant Safety Management System (SMS), as well as any employer-specific training and qualifications for workers to be considered competent, trained, or qualified in the completion of their assigned work. This document is not intended to focus on a specific site or project, so hazards specific to a given site or project shall be assessed and managed outside of this document and in accordance with recognized practices and methodologies.

1.2 Scope

- 1.2.1 It is the intent of this standard to provide the offshore wind industry with an identified list of minimum and recommended safety training and medical requirements for persons performing work activities on offshore facilities that may be installed and vessels that may be deployed in U.S. federal waters.

Clarifications on applicability:

- This recommended practice does not cover safety requirements for activities on vessels where U.S. Coast Guard (USCG) or the Occupational Safety and Health Administration (OSHA) Maritime jurisdiction applies.
- This recommended practice does not cover safety requirements of activities within 3 nautical miles from the coastline, where OSHA standards apply.
- This recommended practice is not intended to cover task-specific training or worker qualifications (which should be based on hazard identification and risk assessment).
- This recommended practice does not cover diving, rope access, or aviation operations.

This recommended practice is intended to be aligned with other applicable standards/guidelines.

- 1.2.2 This document covers offshore wind farm assets in U.S. waters, which includes federal and state waters. Users should be aware that assets installed in state waters may be subject to additional regulations not detailed in this document. Nothing in this document relieves any party from complying with requirements in U.S. state and federal regulations, including occupational health and safety regulations.

1.3 Definitions

- 1.3.1 **Offshore Operations Personnel** - Persons who are transported over water or on a vessel in the water for the purpose of accessing or conducting work on an offshore facility, as defined by the applicable authority having jurisdiction.

Examples: Offshore wind farm technicians, offshore substation/turbine workers, specialty contractors (rope access, electrical component work, supplier technician)

- 1.3.2 **Vessel-Based Personnel** - Any person, including maritime crew members and supernumeraries, who are engaged in works of any capacity to operate a vessel or to support vessel operations. This category does not include personnel on a vessel performing installation, modification, or operation-related works on offshore facilities, who should be considered offshore operations personnel.

Examples: Geophysical & geotechnical survey crews, consent personnel conducting offshore environmental surveys, personnel engaged in measurement activities such as meteorological mast and FLIDAR (Floating Light Detecting and Ranging) equipment offshore, remotely operated vehicle (ROV) operators, or vessel crane operators.

- 1.3.3 **Limited Risk Personnel** - Persons that have boarded a vessel to transit out to sea but are not performing physical work involving the use of physical tools or equipment. The limited risk personnel should not be involved in any aspect of the vessel operation.

Examples: Developer client reps, Fisheries Liaison Officers (FLO), office-based personnel visiting the offshore windfarm and staying on the vessel, non-employee individuals visiting an offshore facility such as media, Protected Species Observers, regulatory inspectors, vessel passengers, and site/project visitor, etc.

- 1.3.4 Facility - An offshore structure or installation that is permanently or temporarily attached to the seabed of the OCS. Facilities include any structures; devices; appurtenances; gathering, transmission, and distribution cables; pipelines; and permanently moored vessels. Any group of Outer Continental Shelf OCS installations interconnected with walkways, or any group of installations that includes a central or primary installation with one or more satellite or secondary installations, is a single facility. BOEM and BSEE may decide that the complexity of the installations justifies their classification as separate facilities.

2. Safety Training Requirements Based on Personnel Role

This section is intended to identify the training requirements for all workers involved in an offshore wind farm project prior to accessing a vessel or offshore facility. The personnel categories within Table 1 are intended to identify the required trainings based on the potential exposure to hazards inherent in the role. Where a training is required, it is denoted with a “X”. Where a refresher of the required training is denoted as “Y”, the continued refresher of the training should be completed based on the guideline established within the training standard selected, including the validity period and method of revalidation.

All workers accessing a vessel or offshore facility shall be trained in accordance to the applicable Safety Management System (SMS). Each worker shall be familiar with the general rules and workplace management procedures referenced within this document as an onboarding training, known as a site induction. The site induction should identify the applicable information necessary for a worker to perform their activities in accordance to the SMS, including but not limited to: a general overview of the project, requirements for facility access, methods of communication while offshore, restricted or exclusion areas, medical support or arrangements and worker responsibilities for health and safety management. The information within the site induction shall be project specific but also include vessel or offshore facility specific information where appropriate.

Table 1 – Safety Training Requirements

	Safety Training Requirement	Refresher Required?	Offshore Operations Personnel	Vessel Based Personnel	Limited Risk Personnel
1	Emergency Response Plan	Y	X	X	X
2	Fire Safety and Extinguisher Use	Y	X	Required as needed under USCG basic safety training, Standards of Training, Certification and Watchkeeping for Seafarers (STCW) basic firefighting, or vessel operator’s safety management system	
3	Warning Signs and Tags	N	X		
4	Work at Heights / Rescue	Y	X		Required If Conducting an Offshore Transfer
5	Incident Reporting	N	X	X	X
6	First Aid / CPR / AED (automated external defibrillator)	Y	X	Required as needed under USCG basic safety training, STCW basic firefighting, or vessel operator’s safety management system	

7	Site Induction	Y	X	X	X
8	Sea Survival	Y	X	X	Required If Staying On Vessel > 24 Hours

3. Medical Clearance Requirements Based on Personnel Role

This section is intended to identify the medical clearance requirements for all workers involved in an offshore wind farm project prior to accessing a vessel or offshore facility. The personnel categories within Table 2 are intended to identify the required medical clearance based on the potential risk of delayed access to primary medical care. Where a training is required, it is denoted with a “X”. Where a refresher of the required medical clearance is denoted as “Y”, the continued refresher of the medical clearance should be based on the guideline established within the medical clearance standard selected, including the validity period and method of revalidation.

Employers involved in work at heights or the use of fall protection equipment shall ensure users of fall protection equipment do not exceed the equipment’s weight capacity rating.

Table 2 – Medical Clearance Requirements

	Medical Clearance Requirement	Refresher Required ?	Offshore Operations Personnel	Vessel Based Personnel	Limited Risk Personnel
1	Fitness For Duty Evaluation	Y	X	Required as needed under USCG basic safety training, STCW basic firefighting, or vessel operator’s safety management system	
2	Drug Screen	Y	X	Required as needed under USCG basic safety training, STCW basic firefighting, or vessel operator’s safety management system	
3	Medical Exam	Y	X	Required as needed under USCG basic safety training, STCW basic firefighting, or vessel operator’s safety management system	

4. Recommended Safety Training Based on Risk; Mandatory at the Discretion of the Developer

This section is intended to identify the safety training recommended for relevant workers involved in an offshore wind farm project prior to accessing a vessel or offshore facility due to the prevalence of the hazard or the need to assess risk, which is prevalent within the offshore wind industry. While not all Offshore Operations Personnel may be exposed to these hazards, a developer may identify these safety trainings as required within their Safety Management System due to the risk or prevalence within the construction and/or operational activities. Where training is recommended, it is denoted with a “X” within Table 3.

Table 3 – Recommended Safety Training

	Recommended Safety Training	Topic	Refresher Required?	Offshore Operations Personnel
1	Training	Dropped Objects	No	X
2	Training	Hazard Identification / Risk Assessment	No	X
3	Training	Heat and Cold Stress	No	X
4	Training	Manual Material Handling	No	X