



Mandatory Recording of HSSE Incidents in IRIS

Starting in early January, all HSSE incidents will be recorded in IRIS – this is a mandatory requirement for all BP businesses. The IRIS system will replace Traction, our current Gulf of Mexico record system.

To help ensure everyone gets the most appropriate access to IRIS and most efficient system experience possible, log-ins are authenticated by your BP NTID and password and what you see in the system will be determined by your IRIS system role or access level.

For those who currently use Traction, please familiarize yourself with the following;

IRIS Incident Recorder (all with an NTID):

All BP employees with an NTID will have access to the IRIS homepage which houses Record, Report and Learn functionalities. By default, contractors with an NTID will have access to Record only.

The 'Record' function allows the user to record an HSSE incident or observation. This can be an incident 'with consequence' or 'without consequence' (near miss) or an observation (safe act, unsafe act or unsafe condition).

This Recording element of the IRIS system will be provided in the following languages on January 1, 2017:

- Chinese
- Dutch
- English
- French
- German
- Norwegian
- Portuguese
- Russian
- Spanish
- Turkish

Colleagues, contractors and suppliers without an NTID are still required to log all incidents in IRIS. Those without an NTID can self-register for a 90-day IRIS account to be able to record incidents and observations - more details will follow about this process in the weeks prior to go-live.

IRIS Incident Managers (IIM) – those appointed as an IIM by the business will have access to all Record, Report and Learn functionality. IRIS Incident Managers will be notified when an incident is

recorded for their location. They are then responsible for updating and maintaining the accuracy of the incident record and managing it through the incident lifecycle.

To learn more about IRIS, you may view a quick 3 minute guide [here](#).

Should you have any additional questions about the deployment of IRIS or its functionality, please contact [Melissa Mark](#), who is leading the IRIS transition for the GoM Region.