

### **Practical information**

Here you will find information about our helicopter booking service as well as information that the passenger should be familiar with before they travel to any of our offshore facilities:

### **Vår Energi Helibooking service**

**Opening hours Monday - Friday 07:00-17:00**

Phone: 51 60 61 00

Email: [helibooking@varenergi.no](mailto:helibooking@varenergi.no)

### **Duty phone outside opening hours:**

958 15 054

### **Personnel Registration form – DaWinci**

New personnel travelling offshore need to fill in a DaWinci "Personnel Registration Form", available on Vår Energi webpage, [Supply Terms](#).

### **Information for passengers**

#### **MinDaWinci ID**

We expect all passengers to create a [MinDaWinci profile](#) and to complete a pre-check-in well in advance of their departures and use the self-service check-in machines at the heliport. Personal data must be verified before each departure.

#### **Identification**

Bring valid ID, passport, driver's license, or national ID card. It is important that the passenger has the ID available during the entire stay at the heliport.

NB! Hard copy of the valid Identification in its original format is required. The Driving license (ID card) on the mobile app is not valid as identification.

### **Requirements for travelling offshore**

General travel regulations for Vår Energi's offshore installations:

- Basic safety training (GSK).
- Valid offshore health certificate.
- Vår Energi Safety Training (VEST).
  - For English speaking personnel the "CIST (Company Internal Safety Training)" course still applies for personnel travelling to Balder and Ringhorne.
  - "Goliat FPSO Introduction" course still applies for travelling to Goliat.

Any service provider performing tasks on Vår Energi offshore installations that involves filling of gas containers, such as pressure air bottles, nitrogen bottles etc, shall be trained and be able to document attendance. The training shall include relevant risks and necessary safety routines when using the equipment and preferably consist of both practical and theoretical exercises.

#### **For Goliat:**

- The AT / SJA course is available on Trainingportal and must be purchased by the companies that will travel.

There may be rig-specific travel regulations for drilling rigs or flotels that are commissioned by Vår Energi.

Valid course- and health certificate shall be made available for verification on request at the heliport.

Foreign citizen must have a valid work permit and be able to show this at check-in, ref. [Regjeringen.no](http://Regjeringen.no).

### **Meeting place**

Check-in shall be performed no later than 1 hour before the helicopter departure. First-time travellers are advised to meet at the heliport well in advance. Information of Helicopter departures and arrivals can be followed at [www.heliport.no](http://www.heliport.no)

### **Luggage**

Following requirements need to be followed:

- 10 kilos (Max. 2 bags)
- Maximum size: 60 x 50 x 30 centimeters
- No hand luggage is allowed onboard the helicopter (except for newspaper / magazine only).
- Tools and equipment must not be carried as luggage but need to be checked in as helicopter cargo.
- Passengers shall not leave luggage unattended at the heliport.

Ref NOROG Guideline: [003 Recommended guidelines for security control at the Helicopter Terminal](#)

### **Personnel Protective Equipment (PPE)**

Contractor shall provide correct PPE and ensure that all its personnel performing the Work are equipped with and make use of correct PPE during the Work. PPE shall be maintained in good condition or replaced by Contractor.

Required PPE shall as a minimum consist of helmet, safety glasses, protective shoes, gloves, coveralls, hearing protection (single and/or double) and/or breathing masks, where assessed necessary in accordance with own risk evaluation and international recognized standards.

### **Requirements for use of wool underwear - Applies only for flights out of Hammerfest**

All passengers must dress in woollen underwear during helicopter transport from and to Hammerfest heliport. Passengers will receive a personal set of wool underwear together with the survival suit at the first flight from Hammerfest heliport.

**Note:** If for future travel passengers meet at the heliport without the wool underwear, their company will be invoiced for the cost of a new set of wool underwear.

### **Medicines**

Before passengers deliver their luggage at bag drop, all medicines must be registered in a separate form and put in an envelope available at the heliport. Non-prescription drugs cannot be carried in unopened packaging. Prescription drugs must be in the original packaging and marked with the traveller's name (prescription label). For more detailed

info see [Norwegian Oil and Gas, 003 Recommended guidelines for safety control at the helicopter terminals.](#)

The medication envelope must be opened at in the presence of the offshore nurse upon arrival at the facility. The nurse on board will have the most common medications available at the facilities.

### **PC, mobile, camera and tablet**

Mobile phones and other personal electronic equipment may be brought and used offshore. Mobile phone is not allowed to be used during the helicopter ride. The mobile phone shall be turned off and carried inside the immersion suit or packed in the luggage.

In addition, the use of the mobile phone offshore is restricted. Detailed information will be given upon arrival at the installations.

### **Batteries and / or power banks and e-cigarettes**

E-cigarettes and power banks for mobile phones and tablets are not allowed to bring offshore. There is also restriction for bringing lithium batteries on the helicopter.

### **Regulations for transportation of lithium batteries in helicopters ref IATA DGR 62nd edition 2021**

<b>Valid from March 1, 2021</b>	
<b>For passengers</b> ref IATA DGR Packing Instruction 966 section II	<p>1.Regulations concerning items such as iPads, PCs and tools being transported as checked-in luggage remain unaffected. You can still bring such electronic items if the battery is connected to the device.</p> <p>2.Equipment/tools which include a maximum of 2 spare sets of lithium batteries can be sent (a total of max 5kg), if it is sent together with associated equipment (ref. bullet point 1 in grey part). A «set» of batteries is the number of individual batteries required to power each device.</p> <ul style="list-style-type: none"> <li>• From onshore: Is to be delivered to the cargo department for further declaration, packing and labelling.</li> <li>• From offshore: Mark packaging with "Lithium batteries" label.</li> </ul> <p>3.Powerbanks are not permitted.</p>
<b>For shipment of lithium batteries</b>	<p>1.Lithium batteries can be sent as freight (without being accompanied by a passenger on the flight) if it is shipped with the associated equipment. There are different regulations for batteries above or below 100Wh, according to whether an admission/shipper's declaration is required:</p> <ul style="list-style-type: none"> <li>• Below 100Wh (UN3480) -a dangerous goods declaration is not required and is accepted to be sent as ordinary baggage in cargo compartment. Required to be marked with a «lithium batteries» label.</li> <li>• Above 100Wh requires a declaration as dangerous goods as well as being sent as Cargo Aircraft Only.</li> </ul>

2. Shipment of separate lithium-ion batteries (including lithium-ion polymer) shall be transported in the aircraft's cabin, without passenger, and shipped in accordance to IATA DGR 62thedition (i.e. a dangerous good certification (DGM) and a cargo flight is required to transport this type of battery/batteries.

3. The supplier of the shipment is responsible for that the State of Charge (SOC) does not exceed 30% (this applies to ION batteries). If you have any questions, please contact DGM.

4. Powerbanks are only to be transported on flights without passengers, and therefore requires that this is declared by DGM before dispatch.

For more information see link:

<https://www.iata.org/publications/dgr/pages/index.aspx>

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DGM Bergen Tlf: 55 11 72 00 E-post: [dgmbgo@dgm.no](mailto:dgmbgo@dgm.no)