

Purpose

This guidance outlines the approach adopted by the Energy Services Agreement (ESA) when implementing the OEUK Safe Weight Limit Policy (SWL Policy) for offshore mobilisation. It should be read alongside the OEUK Safe Weight Limit Policy and the Scenario A and B Safety Process Flow Charts.

Scope

This guidance applies to employees undertaking offshore work on an Oil and Gas installation within the UKCS. Employers should apply it consistently while taking account of employee circumstances, operational requirements, including transportation to offshore installation and relevant medical advice where applicable.

Key Principles

- The SWL Policy is a safety requirement and should be applied consistently.
- Employers should ensure clear communication and engagement during the transitional phase.
- Employers should treat employees with respect and take account of all relevant information, including medical conditions.
- Employees are responsible for ensuring they are ready, willing and able to work and fulfil their contractual employment obligations.
- Employers should keep appropriate records of meetings, advice received, support offered, alternatives considered and reasons for decisions.

Employee Responsibilities

Employees are responsible for meeting employer requirements for offshore mobilisation and travel, participating in relevant assessments, engaging with support measures, and promptly notifying their employer if they may be unable to meet offshore travel requirements.

Employer Responsibilities

Employers should communicate the SWL Policy clearly and consistently before it takes effect on 1 November 2026 and update any relevant pre-mobilisation requirements. The transition period from 1 November 2025 should help employees understand the requirements, practical implications and available support.

Disclaimer: This guidance document is intended as an aid to assist employers during the fact-finding process. It is not prescriptive and is not intended to replace any employing company's own internal policies or procedures.

Process for Employees Unable to Mobilise Offshore

1. **Identification:** An employee may be identified as exceeding the 124kg clothed weight limit through an OEUK medical assessment, self-declaration before mobilisation, or a weigh-in before offshore travel. Every effort should be made to ensure that employees who exceed 124kg do not mobilise to the heliport. (*Heliport is used as a generic term but also includes all alternative transportation methods to offshore installations.*)
2. **Communication:** If an employee exceeds 124kg clothed, they cannot mobilise offshore. In most cases, this status should be communicated directly by the employee, through company mobilisation procedures, as part of client mobilisation checks, or directly with company HR. In each case, HR must be notified at the earliest opportunity. Where an employee has mobilised to the heliport and is found to exceed the SWL Policy, the helicopter operator will notify the flight operator and the applicable employing company where relevant.
3. **Immediate action:** A fact-finding meeting should be arranged between the employee and employer to determine appropriate next steps. Contractors and agency workers should be referred to their employer or agency.
4. **Support and assessment:** The employer should consider all relevant information, including, medical conditions and occupational health advice.
5. **Monitoring and review:** Where appropriate, the employer may review the employee's ability to meet the safe weight limit requirements and agree a support plan with suitable timescales. A weight check to revalidate the medical certificate may be appropriate before the employee returns to work.

Determining the Appropriate Route

Each employing company will determine the most appropriate route for managing individual circumstances in line with its own policies and procedures, including where individuals repeated fail to meet the SWL Policy requirements.

Pay During Periods of Non-Mobilisation

Any period of non-mobilisation should be managed in line with the employee's contract of employment, employer policy and applicable legal requirements.

Formal Review Process

Once all relevant facts and information have been obtained, including responses to information gathering and clarification questions, each employing company should follow its own internal formal company policies and procedures. Failure to meet the

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SWL does not automatically lead to dismissal; each case will be reviewed individually through the employing companies own procedures.

Employee Rights

Throughout the formal process, employees should be informed of their right to be accompanied at any formal meeting by a trade union representative or workplace companion where applicable, and of their right to appeal any dismissal decision. Representation and support should be extended to informal meetings where applicable.

Return to Offshore Work

Employees may return to offshore duties once they meet the safe weight limit and hold a valid OEUK medical certificate, subject to certification checks and any required training or Occupational Health clearance. Where an employee repeatedly fails to meet the safe weight limit, the employer should continue to apply its own formal company policies and procedures.

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Appendix A – Initial Fact-Finding Meeting

Subject to each employing companies own internal procedures, the following process may be considered and used by the relevant team.

Purpose

The purpose of this meeting is to:

- Confirm the circumstances surrounding the failed weight limit check.
- Establish any immediate welfare concerns.
- Identify whether Occupational Health input may be required.
- Determine appropriate next steps and support options.
- Ensure a fair, consistent and evidence-based approach

Section 1 – Confirmation of Facts

Gather the facts, from both heliport staff, flight operator (where applicable), and individual worker. Confirm they have understood why offshore travel could not proceed.

Section 2 – Employee Understanding

Consider the employee's understanding of the policy, available support, and expectation to raise concerns before mobilisation.

Section 3 – Welfare and Wellbeing Check

Check for any welfare concerns or immediate support needs.

Section 4 – Medical and Health Considerations

Consider whether health or medical factors may affect compliance and whether Occupational Health input is appropriate. Employers should not seek detailed medical information; only whether Occupational Health referral may be appropriate.

Section 5 – Support and Improvement

Consider what support may help the employee meet the safe weight limit.

Section 6 – Work and Mobilisation Considerations

Consider work and mobilisation implications, including temporary alternative duties or adjustments.

Section 7 – Agreeing Next Steps

Explain next steps and allow the employee to add any further relevant information.

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