

bp Aviation Operations and Heliport Relocation

The bp heliport is relocating to the North side of the Houma-Terrebonne airport. The move is part of a recent agreement between bp and PHI that promises to bring long term benefits in the form of synergies between other oil companies through the joint use of a heliport.

The process of moving to the North Ramp facility (Terminal B), located at 3550 Taxi Road in Houma, begins at close of business on Friday, September 15th and concludes on Saturday, September 16th. Currently, there will be no scheduled flights on 16 September.

Normal flight operations begin at the North Ramp on Sunday, September 17th. The look and feel of the check-in process remains the same with dedicated bp check-in kiosks and attendants there to assist with the check-in process.

In anticipation of the move, PHI added 1,200 additional parking spaces to the North Ramp parking lot. This additional parking is more than what is at the East Ramp. So, there is plenty of parking. The parking area is located just to the West of the terminal on the other side of the runway (see the diagram). Regarding security, the parking lot has video surveillance, on-site monitoring, and is gated and locked during overnight hours.

A professional, enclosed shuttle service is in place which provides transportation to and from the terminal. Due to the distance of the check-in terminal from the parking lot, walking to the terminal is not practical and highly discouraged. For safety reasons and your comfort, please use the shuttle service to transit from the parking lot to the terminal.

Passenger processing time is the same as the existing heliport process. However, just like any other time you are reporting to a location for the first time, it's prudent to give yourself a bit more time until you become comfortable with the North Ramp facility.

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Memorandum for Record

10 August 2023

Subject: North Ramp Move Communications Plan

1. Initial communication includes descriptive posters displayed in multiple locations in the East Ramp Heliport. Detailed briefing to bp regional senior leadership (SVP, Regional VP Production and VP Drilling). Detailed briefing to the Regional Leadership Team.
2. Messages through Yammer, descriptive posters sent to all facilities offshore for display as determined by facility leaders.
3. A list of FAQs developed along with a one pager that describes the new location, directions to the new parking area / terminal drop location to be shared thru multiple channels that include emails to contractor focal points thru the Helipass system, Helipass App push notifications and ISN Net.

Any questions to this MFR will be directed to BP GoM Ops Leads, Aviation, or the GoM Logistics Manager (Melissa Durtanovich)

Bryan Buchanan

BP GoM Logistics Aviation
Operations Lead, Aviation
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PHI Houma Heliports

We are MOVING!!!

Who: Woodside & BP

When: **September 15, 16, & 17, 2023**

Where: PHI Houma North Ramp
3550 Taxi Road, Houma LA, 70363

Passenger Parking - Vehicle Access:

Access from HWY 24 (RED Line on maps) onto Clendening Road to Rounds Road.
Shuttles will provide transportation between vehicle parking and terminal.

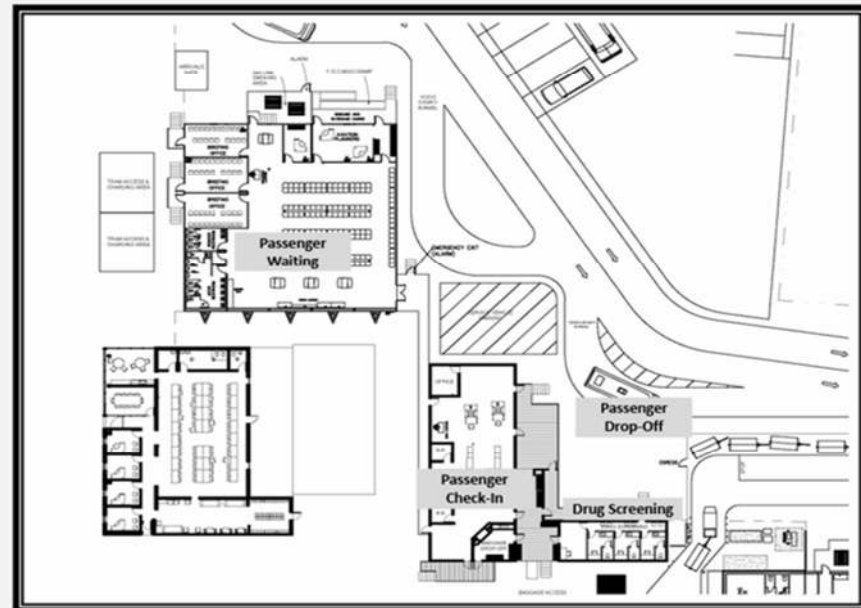
Terminal Access:

Access from HWY 24 (BLUE Line on maps) onto Clendening Road to Taxi Road.

PHI North Ramp



Terminal B Temporary Facility



BP Heliport Relocation

Frequently Ask Questions

- a. What date is the move effective from? The move will begin after close of business on Friday September 15th. There will be no flights on Saturday September 16th. Flight operations will begin Sunday, September 17th from the new North Ramp location. Passengers who traditionally reported to PHI's East Ramp Facility to be transported offshore will begin reporting to PHI's North Ramp Facility at noon on September 17th.
- b. Is there enough parking at the North Ramp facility? In anticipation of the move, 1200 parking spaces have been added to the North Ramp parking lot and are in service now. This addition is equal to the East Ramp parking lot, so there is plenty of parking.
- c. Will there be security for the new North Ramp facility parking lot? Yes, regarding security, the parking lot has video surveillance, on-site monitoring, and is gated and locked during overnight hours.
- d. How do I get from my vehicle to the heliport for check-in? A professional enclosed shuttle service is in place which provides transportation to and from the terminal. Due to the distance of the check-in terminal from the parking lot, walking to the terminal is not practical. Please use the shuttle service to transit from the parking lot to the terminal.
- e. What happens with individuals that are not clear of the move and go to the East Ramp heliport by mistake after the move date? Security Personnel at the East Ramp facility will direct travelers to the correct heliport location. They will provide directions and a small map guiding passengers to the North Ramp parking lot. Also, signs will be in place on the outside of the East Ramp informing passengers of the move. If you need more information, please ask the security personnel stationed outside of the East Ramp terminal for assistance.
- f. Do I have to arrive earlier for check-in? No. Passenger processing time is the same as the existing heliport process. However, just like another time you are reporting to a location for the first time, it's prudent to give yourself a bit more time until you become comfortable with the North Ramp facility.
- g. Is the check-in process different? No, check-in process remains unchanged, ~~bp~~ personnel will continue to have dedicated check-in kiosks. There will be kiosk attendants to assist with check-in process.
- h. How will I get back to my vehicle if I originally departed from the East Ramp and was offshore when the move took place? PHI will have shuttle busses running from the North Ramp arrivals gate to the East Ramp parking lot until the transition is complete (approx. 4 weeks).