



International Oil and Petrochemical Forum  
*Developing best industry practice*

## **LASTFIRE PROJECT – 2014**

**The LASTFIRE Project is a group of companies reviewing and developing risk based guidance on storage.**

### **Background**

Since its original inception in 1993 and the subsequent update study in 2003, the LASTFIRE Project has become the World's recognised international industry forum on all aspects of Storage Tank Fire Hazard Management. It is now quoted regularly by legislators as a recognised source of reliable data and guidance. In addition, through research work, it has increased industry knowledge on incident statistics, boilovers, foam application, detection systems, floating roof structures and tank operation. One of the most valuable aspects of the Group is the interaction with fellow professionals that occurs at the 6 monthly meetings and through regular correspondence.

### **Membership Structure**

Resource Protection International shall remain as Project Coordinators and appoint a dedicated secretary/administrator.

Membership shall be open to the following organisations:

- Any company/site that stores crude oil, petroleum products, liquefied gases or petrochemicals.
- Any non-commercial organisation responsible for response to atmospheric storage tank fires, subject to approval by the Project Steering Panel.
- Individual site membership – see below

Specifically suppliers shall be excluded from membership although, subject to Steering Panel confirmation, they may be invited to give presentations to the Group.



Member companies shall appoint a specific individual who will be the focal point for that company and will be responsible for ensuring, as far as is practicable, all member commitments for that company.

For Corporate Members the designated individual shall be a member of a Steering Panel which will be the mechanism by which research projects are prioritised, budgets set and decisions related to publication of results/documents/guidance shall be made.

The Steering Panel shall meet prior to each Group Meeting and at other times as thought necessary.

There shall be two Group Meetings per year. The format of these meetings shall be an initial session open to Members only to discuss in-house incidents, progress in research, Steering Panel decisions etc. followed by sessions where external speakers are invited to give technical presentations on any relevant subject of interest.

It is emphasised that the approach of the LASTFIRE Project is a holistic one including incident prevention as well as incident mitigation and response. As such it addresses any issue including tank construction, maintenance etc. that may have a bearing on fire risk reduction.

## **Deliverables**

### ***Standard deliverables***

- Annual update of incident statistics from member submittals.

The LASTFIRE Statistical Database is developed from information provided by the Members. It provides the most rigorously collected information on tank fire incidents and relates it to the relevant tank population to derive probability. It is thus an essential input to QRA and other risk based studies.

- Annual updates of Risk Reduction Options document based on Member submittals, research work, incident experience etc.

The Risk Reduction Options document is a comprehensive review of potential risk reduction measures that can be implemented on site. It is developed following feedback from Members so that it reflects true operational experience rather than theoretical capability.

- Annual listing/review of incidents from inside and outside Group and, as far as possible, details of the causes/failures leading to the incident with lessons learned and any relevant Group recommendations on preventing future similar events.

### ***Other deliverables – dependent on research / development carried out***

- Research reports
- LASTFIRE Standards/Specifications
- Best practice guidance



## **Member commitments**

- Annual rolling commitment. i.e. commitment for following year unless notice is given at the beginning of the previous year
- Designation of Panel Member
- Designation of other members
- Hosting of meeting to agreed rotation from Panel
- Provision of in-house incident data, including cause or causes, any positive and negative aspects of the incident and the emergency response and outcomes of incident investigations. (The Project Coordinator incorporates this information into the data base on an anonymous basis).
- Input to and comment on deliverables
- Advising Project Coordinator of incidents or other relevant information including suggestions for presentations at meetings

## **Member Classifications**

### **1. Corporate Member**

Corporate Membership entitles a company to the following:-

- Three designated personnel on Group, one on Steering Panel.
- Three delegates to meetings hosted by others, any number of delegates to meetings hosted by themselves.
- Access to all deliverables which can then be cascaded throughout company by the designated member. Incident statistics shall only be made to those companies who make a significant contribution to them.

### **2. Operational Member**

Individual sites of Corporate Members over and above the three “delegates” permitted by Corporate Membership can join meetings and have direct access to all deliverables. (2 designated contacts per site max).

### **3. Associate Membership**

Associate Membership is open, subject to Steering Group acceptance, to any organisation that has a direct interest in storage tank fire hazard management and is not a supplier of equipment. (2 designated contacts per organisation max). Typical organisations that might qualify include:

- Fire incident response organisations
- A Storage company that has a limited number of facilities and wishes to be part of the LASTFIRE group but not a Steering Panel member
- Associate Members will not be entitled to Steering Panel Membership



### **Possible Research/Ancillary Projects (To be set by Steering Panel)**

- Biofuel boilovers
- Foam application efficiency related to preburn time for crude oil fires
- Ethanol related issues – additional work on foam effectiveness
- Organising training courses on tank fire prevention related issues such as tank inspection guidance, tank integrity, specialist fire response etc
- Development of industry code of practice and standards
- Large Capacity packages for full surface fires
- Boilover modelling

### **Membership Fees for 2014**

**Corporate Members:** Annual fee 17,000 Pounds Sterling per year.

**Operational Members:** Annual fee of 1,700 Pounds Sterling per year, per individual from a site.

**Associate Member:** Annual Fee of 13,265 Pounds Sterling per year.

33% of all fees is allocated to secretariat, administration and production of the standard deliverables.

Remaining 67% is allocated to research projects set by Steering Panel. Project Coordinator to receive rate equivalent to 845 Pounds Sterling / 8 hr man day for all research work or development of 'other deliverables' with direct expenses to be charged at cost and any subcontract work at cost plus 5%.

Fees to be increased in line with UK inflation on an annual basis.

### **Dates / Venues of next meeting**

The next LASTFIRE meeting is to be held in Qatar, hosted by Qatar Petroleum 28<sup>th</sup> April –

1<sup>st</sup> May 2014



**Membership Commitment**

Please indicate below your intention to join the LASTFIRE Group. A full contract will then be issued based on the above conditions for signature.

**Name:** .....

**Company / Site Address:** .....

.....

**Contact Details (Tel & email):** .....

\* Please tick appropriate box to indicate membership classification

**a) Corporate Member\***

Designated Steering Panel Member & Group Contact (1 max):

Name: ..... Email address: .....

Designated Group Contacts (2 max):

Name: ..... Email address: .....

Name: ..... Email address: .....

**b) Operational Member\***

(Only permitted for sites whose company has Corporate Membership)

Designated LASTFIRE Group Contacts (2 per site max):

Name: ..... Email address: .....

Name: ..... Email address: .....

**c) Associate Member \***

(subject to approval by the Steering Panel)

Designated LASTFIRE Group Contacts (2 max):

Name: ..... Email address: .....

Name: ..... Email address: .....

PLEASE RETURN THIS FORM TO RESOURCE PROTECTION INTERNATIONAL

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