

ATTACHMENT F
Contractor Pre-Qualification Matrix

IRD Refinery Access Requirements			3rd Party Vetting Firm Approval (ISNetWorld)	Marathon Essentials	IRD Site-Specific	Alky Orientation	Non-Invasive Worker Orientation	Brine Loading	Chemical Representative Contractor Skills Training	Crude Truck Driver Orientation	Condensate Loader Orientation	Vacuum Truck Operation WWTP Orientation	IRD Owner Controlled Vacuum Truck Processes	Background Check	Drug & Alcohol	Notes
Contractor (Unescorted Access)	Safety-Sensitive	Inside Refinery Permitter (Process Area & Non-Process Area) This includes the Control Room and Lab	X	X	X	X ¹		X6	X7	X5	X4	X4	X4	X	X3	Includes Nitrogen Truck Operator, Sulfur Truck Drivers, Brine Truck Drivers and Crude Truck Drivers.
		Off-Site (Main Office Building, Roadways, Maintenance Shops, etc.)	X											X	X	
	NON-Safety-Sensitive	Inside Refinery Permitter (Non-Process Area)		X	X	X ¹		X6		X5	X4	X4	X4	X	X	Security falls under this Category and is required to be drug tested.
		Off-Site (Main Office Building, Roadways, Maintenance Shops, etc.)												X	X	
Non-Contractors		Unescorted Access (Receive Contractor Badge)				X ¹	X									(i.e; Unifirst, Hinckley, Pepsi, Custodial Staff etc)
Visitor		Sales Representative, Vendor, Supplier, Consultant, Manufacturer Representative, Couriers (Deliveries), Motor Carriers (Hot Shots), Public Emergency Services, Public Utilities, 3rd-Party Right-of-Way Owners, etc.														Requestor completes Visitor Request Form and obtains Visitor's Badge from Security at West Receiving Gate. Work can NOT be performed under a Visitor's Badge. Visitors must be escorted

TWIC/ Background - Contact the IRD Security Department for questions and concerns regarding TWIC Cards and Background Check Requirements. (Dstrauch@Marathonpetroleum.com)			Definitions - Reference: Contractor Safety Policy [SP #22]													X4 - Required for Environmental Vacuum Truck Companies (HPC, Jarrett, etc)
DISA/ASAP - Contact the IRD Human Resources Department for questions and concerns regarding the DISA/ASAP programs. X ¹ DOT Endorsement will meet the need of DISA/ASAP Drug and Alcohol testing for Nitrogen Truck Operators, Sulfur Truck Drivers, Crude Truck Drivers and Brine Truck Drivers. Badging shall verify the DOT endorsement on the contractors license and check the contractor supplied list of approved drivers.			Safety-Sensitive Work - Work performed at Facilities owned, leased, operated, or controlled by MPC, that may affect personal & process safety including but not limited to: Work performed on process equipment or within a process boundary or Work that involves Life Critical Activities. NOTE: Utilize the Safety Sensitive Decision Flowchart (Attachment E of SP #22) or consult the approval Chain / HES&S Representative to assist in decisions. Work performed by third-party contractor services on facilities or equipment owned by business partners of MPC but located on MPC or controlled property is excluded from this standard (e.g., electrical substation, specialty gas plant, pipeline station, communication equipment). Note: Examples of NON Safety-Sensitive work includes tasks such as Grass Cutting, Lab Contractors who can execute Exclusive Control, Consulting, Start-Up Observations, etc. Contact IRD Safety for more information.													X5 - All Crude Truck Drivers are required to complete this course
IRD Site Specifics - IRD Site and HF Alky Orientations cannot be waived for work in process areas. ALKY Orientation X ² is required for personnel planning to enter or work inside the Refinery HF Alky Unit.			Work: Any physical task performed with tools or equipment by a contractor. (Excluding: Consulting, data collecting, startup observations, etc.)													X6 - Required for Brine Loading Activities (KEG)
Escort - Continuous monitoring of those without TWIC, Site Orientation, Visitor Badges, and Non-Contractors requiring escort. Contact Security for questions regarding escorts. (Dstrauch@marathonpetroleum.com)			Facial Hair - All Persons who enter inside the fenced area of the refinery are required to be clean shaven. Exceptions: The Facial Hair Policy does not apply to personnel making deliveries or picking up materials at the refinery and visitors covered under a visitor pass, as long as they are not required to wear a respirator. (X ² - Bulk Chemical Truck Drivers are required to be clean shaven).													X6 - Required for chemical vendors performing chemical unloading activities, switching chemical totes in CX7.
3rd Party Vetting Firm Approval - If the company's 3rd party approval status is not met and are required to enter the facility then a Contractor Temporary Approval Form must be executed. Note - Contract Companies providing services on-site (ongoing services) have a 30-day grace period to gain compliance. Contact IRD Safety (nickmartin@marathonpetroleum.com) for more information.																
HESS Document #: 3027																
Revision Date 6/2/2025 Next Review Date 07/13/2027 Document Custodian: Environmental, Safety & Security Attention: Printed Copies should used with caution																