

Novel coronavirus (COVID-19) Australian Upstream Oil & Gas Industry Protocols - ONSHORE

6 April 2020

This document sets out minimum requirements for all participants in the onshore oil and gas industry, which are in addition to strict compliance with official health directives and may be supplemented by further company-level controls as appropriate.

Protocol	Principal Requirements	Guidance
Pre-Mobilisation to remote or operational sites		
1. COVID-19 Self-Assessment Questionnaire	<ul style="list-style-type: none"> All personnel are required to complete a self-assessment prior to travelling to and attending site or embarking on chartered fixed or rotating wing travel. 	<ul style="list-style-type: none"> Questionnaire is reviewed and updated as needed. Ascertain if person has had close personal contact with anyone suspected or confirmed to have COVID-19. Statement of recent overseas travel – document exclusion of 14 days since return from overseas travel and prior to ingress to site Questionnaire includes a declaration that to their knowledge they don't have symptoms of COVID-19. Personnel experiencing respiratory or flu like symptoms do not board transport to work site and undergo 72-hour review period followed by medical consult prior to returning to site.
	<ul style="list-style-type: none"> Personnel who report or present Flu-like symptoms are not permitted to travel unless no flu like symptoms for 72 hours. 	<ul style="list-style-type: none"> Temperature check before entering any company-controlled facility, including embarking on company specific travel Temperature in excess of 38°C, traveller to not board transport to work site and undergo 72-hour review period followed by medical consult prior to returning to site.
Inter and Intra-State Travel		
2. Air travel	<ul style="list-style-type: none"> Controls implemented to ensure social distancing on charter flights. Staff to ensure social distancing to minimise personal contact while transiting air terminals. 	<ul style="list-style-type: none"> Temperature check before embarking on company air travel.

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	<ul style="list-style-type: none"> • Personnel use personal vehicles, where possible when transiting to/from air terminal and home. If personnel vehicle use is not possible, alternate arrangements will be put in place. Public transport will <u>not</u> be used. • 	
<p>3. Road travel</p>	<ul style="list-style-type: none"> • DIDO –cleaning and social distancing controls (passengers per vehicle) will be put in place for DIDO staff. • Proponents will work with charter operators to ensure hygiene. • Staff should carry sufficient company identification to show at border crossing. • Vehicle driver controls enforced. • Controls are implemented when transiting from interstate or across regional boundaries. • Social distancing requirements to minimise close contact applied to all operations and camps. 	<ul style="list-style-type: none"> ▪ Vehicle interior cleaned and sanitised regularly. ▪ Social distancing maintained between passengers ▪ Social distancing maintained for all road transport ▪ Activities and personal interaction must be essential only and not involve broader community contact. For example, this may include toilet stops, refuelling, fatigue breaks - with social distancing observed at all times.

Site Provisions

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<p>4. Site management made aware of COVID-19 health and safety requirements</p>	<ul style="list-style-type: none"> • All site teams are made aware of and continuously updated of government COVID-19 requirements and advice • Staff to receive appropriate training on how to manage suspected COVID-19 infection. • Management, supervisory staff and medics regularly monitor regular health updates and update arrangements accordingly. 	<ul style="list-style-type: none"> ▪ All sites to have dedicated staff charged with the management of controls and sanitation protocols and a medical professional either on site or available through the local health system. ▪ Daily monitoring of official advisory webpages undertaken by nominated person.
<p>5. COVID Testing undertaken on work sites</p>	<ul style="list-style-type: none"> • Follow applicable government health department guidance in relevant jurisdiction. 	
<p>6. Daily workforce testing regimes are undertaken.</p>	<ul style="list-style-type: none"> • Facility workforce required to report any changes in health or well-being at any time whilst on work site to the nominated company health officer. 	<ul style="list-style-type: none"> ▪ Do they have any of the following symptoms? <ul style="list-style-type: none"> ○ Fever ○ Weakness ○ Cough ○ Sore throat ○ Nausea ○ Vomiting ○ Breathing difficulty
<p>7. Workforce social distancing and staggered messing practices are</p>	<ul style="list-style-type: none"> • Frequent workplace updates provided on infection controls and any changes to infection control practices provided 	<ul style="list-style-type: none"> ▪ Extensive workplace hygiene practices – hand washing, social distancing, ban on non-essential travel and meetings, social distancing of teams maintained shift change over

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<p>implemented and enforced</p>	<ul style="list-style-type: none"> • Information and training on personal, living space and workspace hygiene provided. • members of the workforce encouraged to practise good hand hygiene and good sneeze/cough hygiene. 	<ul style="list-style-type: none"> ▪ Avoid touching the face (mouth, eyes and nose) with unwashed and gloved hands. ▪ Wash hands often with soap and water, or use alcohol-based sanitiser before and after eating as well as after attending the toilet. ▪ 1.5 metre distancing maintained, except where for safety reasons a task cannot be carried out. Messing facility control maximum occupancy and staging of services to maintain social distancing. Staggered mealtimes to significantly reduce people numbers in one place.
<p>8. Workforce information and education programs are initiated</p>	<ul style="list-style-type: none"> • Continuous awareness program incorporated at toolbox meetings. 	<ul style="list-style-type: none"> ▪ Distribution of posters and other educational material in the workplace on COVID-19 controls.
<p>9. Focal point for information dissemination identified</p>	<ul style="list-style-type: none"> • Ceasing face-to-face activities until further notice while maintaining strong engagement, including support for community-led health planning and local economic activity. • Continued essential services provision including health services, electricity and emergency response capability. Strict hygiene protocols are in place for employees undertaking essential services in communities • Appropriate arrangements for Aboriginal and Torres Strait Islander employees returning from sites to remote communities. 	

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	<ul style="list-style-type: none"> Supporting local Aboriginal and Torres Strait Islander Land Councils and/or health service providers to undertake awareness activities and implement hygiene protocols 	
10. Support the Mental Health and wellbeing of employees	<ul style="list-style-type: none"> A range of initiatives in place to support the mental health and wellbeing of employees and their families. 	<ul style="list-style-type: none"> Operators make available access to 24/7 Employee Assistance Programs via call centres available to all employees. Operators have capacity and leading practices on mental health.
11. Interactions with Traditional Owners and Aboriginal and Torres Strait Islanders restricted	<ul style="list-style-type: none"> Application of this protocol to suppliers and contractors. 	<ul style="list-style-type: none"> Contractors provided with information on requirements and restrictions. Contractors will be required to have pandemic management plans in place, and are kept up to date with operator response measures. Contractors who present symptoms while on site (office or facility) will be provided with immediate care response.
12. Critical suppliers and contractors	<ul style="list-style-type: none"> Application of this protocol to suppliers and contractors. 	<ul style="list-style-type: none"> Contractors provided with information on requirements and restrictions. Contractors will be required to have pandemic management plans in place, and are kept up to date with operator response measures. Contractors who present symptoms while on site (office or facility) will be provided with immediate care response.
Marine service		
13. Contracted marine service providers implement infectious disease control plans	<ul style="list-style-type: none"> Marine service providers infectious disease control plans apply 	
Isolation, quarantine, and evacuation protocols		

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<p>14. Operators will maintain isolation and quarantine and evacuation protocols in accordance with government requirements.</p>	<ul style="list-style-type: none"> All directions of government health authorities followed. 	<ul style="list-style-type: none"> Personnel showing symptoms will be immediately isolated. Members of the workforce that are identified as close contacts will also be quarantined on confirmation of a confirmed case. Identification of contacts - personnel that had come in contact with a suspected case will be notified. Relevant state regulator to be advised of confirmed COVID-19 infection. Contact to be made with the national COVID-19 hotline. APPEA to be advised as soon as practical.
<p>15. Health authorities notified as soon as possible of any suspected infections.</p>	<ul style="list-style-type: none"> All directions of government health authorities followed. 	
Infection Control (Clean up)		
<p>16. Suspected infected workers workspace and accommodation sanitised and cleaned.</p>	<ul style="list-style-type: none"> All proponents to ensure communicable disease management protocols in place to manage a suspected case in accordance with government health guidelines. 	<ul style="list-style-type: none"> Maintain adequate supplies of cleaning and sanitising chemicals.
<p>17. Catering and hotelling staff aware of, and practicing, enhanced safety and hygiene practices.</p>	<ul style="list-style-type: none"> All proponents to ensure communicable disease management protocols in place to manage a suspected case in accordance with government health guidelines. 	<ul style="list-style-type: none"> Additional cleaning and sanitising will be conducted in accordance with government guidelines.