

*The intent and purpose of this protocol (offshore and onshore) is to:*

- 1. keep the oil and gas industry workforce safe and healthy,*
- 2. to ensure that the oil and gas industry does not adversely impact the health of regions and communities it operates in and does not undermine public health efforts, and*
- 3. to maintain operations, business continuity and production for the benefit of the Australia's energy and fuel security, the industry, workers, and communities in which they operate.*

*The protocol has been developed by the Australian oil and gas industry to inform Governments of industry protocols in place to protect workers and the community.*

*The protocol is intended to reinforce and operate concurrently with the public health arrangements as they are put in place by Australian state Governments to manage and address the impacts of COVID-19 including restrictions on borders or movement.*

**OFFSHORE PROTOCOL**

Protocol	Principal Requirements	Guidance
<b>Pre-Mobilisation</b>		
COVID-19 Self-Assessment Questionnaire	<ol style="list-style-type: none"> <li>All personnel are required to complete a self-assessment prior to attending site or embarking on fixed wing travel.</li> <li>Personnel who report or present with respiratory or flu symptoms are not permitted to travel.</li> </ol>	<ul style="list-style-type: none"> <li>Questionnaire is reviewed and updated as needed.</li> <li>Statement of recent overseas travel – exclusion of 14 days since return from overseas travel.</li> <li>Questionnaire includes a declaration that to their knowledge they don't have symptoms of COVID-19.</li> <li>Traveller to not board transport to work site.</li> </ul>
Physical checks at point of disembarkation.	<ol style="list-style-type: none"> <li>Personnel travelling to an onshore/offshore facility will be screened prior to embarking on company specific travel. If persons provide an elevated temperature travel will be denied.</li> </ol>	<ul style="list-style-type: none"> <li>Temperature check before entering any company controlled oil and gas facility, including embarking on company specific travel</li> <li>Temperature in excess of 38°C, traveller to not board transport to work site.</li> </ul>

<b>Inter and Intra-State Travel</b>		
Air travel requirements.	<ol style="list-style-type: none"> <li>4. Interstate travel for personnel to be undertaken by commercial or aircraft charter as available.</li> <li>5. Airport transit to connecting flights maintain separation from the general population.</li> </ol>	<ul style="list-style-type: none"> <li>▪ Personnel will only be allowed to enter and depart on aircraft that departs from or arrives at Australian Capital Cities and arrives at specific sites, oil and gas facilities and regional operations.</li> <li>▪ Maximum spacing of personnel in aircraft will be maintained, wherever practical and based on government advice.</li> <li>▪ Industry representatives will work with resources companies to undertake a 'needs analysis' and, if necessary, to adjust shift rosters to ensure minimum number of FIFO charter flights to maintain safe operations.</li> <li>▪ Physical separation of members of critical teams as identified by the operator.</li> <li>▪ Close proximity of interstate personnel and local community members is restricted and processes put in place to prevent close contact.</li> <li>▪ Upon arrival at worksite or rotary wing departure point, testing and checking will occur again before staff are allowed to enter site or helicopter.</li> </ul>
Rotary wing travel requirements	<ol style="list-style-type: none"> <li>6. Helicopter transport to offshore facilities to adhere to enhanced sanitation practices.</li> </ol>	<ul style="list-style-type: none"> <li>▪ Shared personal protective equipment (PPE – ear defenders, life vests, harnesses etc) to be sanitised after each transit.</li> <li>▪ Interior cabin of helicopter contact surfaces to be cleaned and sanitised regularly</li> </ul>
Emergency response teams	<ol style="list-style-type: none"> <li>7. Emergency response (eg. oil spill response) personnel can mobilise in an accident event.</li> </ol>	<ul style="list-style-type: none"> <li>▪ Personnel requiring to mobilise across national and regional boundaries, including mutual aid, will comply to this protocol.</li> </ul>

Road vehicle travel requirements	<p>8. Dedicated road vehicles for travel to work site. Stringent regular internal vehicle cleaning regime maintained.</p> <p>9. Vehicle driver controls enforced.</p>	<ul style="list-style-type: none"> <li>▪ Vehicle interior cleaned and sanitised regularly in line with sanitisation protocol.</li> <li>▪ Apply social distancing for all transport – including buses and light vehicles.</li> </ul>
<b>Site Provisions</b>		
Dedicated, trained COVID-19 managers on worksites.	<p>10. Every worksite to maintain a dedicated or nominated COVID-19 infectious control manager.</p> <p>11. Management, supervisory staff and medics receive training on how to manage suspected COVID-19 infection.</p>	<ul style="list-style-type: none"> <li>▪ 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.</li> </ul>
Daily workforce testing regimes are undertaken.	<p>12. Facility workforce required to undertake temperature checks at beginning and end of shift.</p> <p>13. Facility workforce required to report any changes in health or well-being at any time whilst on work site.</p>	<ul style="list-style-type: none"> <li>▪ Facility workforce required to undertake temperature checks at the beginning and end of work shifts.</li> <li>▪ Any elevated temperature checks will subject worker to site quarantine.</li> </ul>
Workforce social distancing and staggered messing practices are implemented and enforced	<p>14. Social distancing protocol maintained wherever possible on facility.</p> <p>15. Messing facility to identify and control maximum occupancy to maintain social distancing protocol.</p>	
Workforce information and education programs are initiated	<p>16. Frequent workplace updates provided on infection controls and any changes to infection control practices provided</p> <p>17. Information and training on personal, living space and work space hygiene provided.</p>	<ul style="list-style-type: none"> <li>▪ Extensive workplace hygiene practices – hand washing, social distancing, ban on non-essential travel and meetings, physical separation of teams and shift change over</li> <li>▪ Avoid touching the face (mouth, eyes and nose) with hands.</li> <li>▪ Wash hands often with soap and water, or use alcohol-based sanitiser before and after eating as well as after attending the toilet.</li> </ul>

	<p>18. members of the workforce encouraged to practise good hand hygiene and good sneeze/cough hygiene.</p> <p>19. Extensive distribution of hand sanitizers wherever available and backed with workplace education campaign.</p> <p>20. Workforce trained and instructed in the appropriate use of infection control PPE.</p>	
<p>HSER's and company supervisors used as focal point for information dissemination</p>	<p>21. Onsite Training conducted (eg at pre-start toolbox meetings and facility onboarding sessions)</p>	
<p>Interactions with people living in Traditional Owners and Aboriginal and Torres Strait Islanders communities restricted</p>	<p>22. Ceasing face-to-face activities until further notice while maintaining strong engagement, including support for community-led health planning and local economic activity.</p> <p>23. 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</p> <p>24. Progressing arrangements for employees returning from sites to remote Aboriginal and Torres Strait Islander communities.</p> <p>25. Supporting local Aboriginal and Torres Strait Islander health services providers to undertake awareness activities and implement hygiene protocols</p>	

All facility personnel do not have any contact with members of the broader local community	26. Stringent separation regimes are maintained to prevent close proximity of facility personnel with members of the local community.	
Critical suppliers and contractors	27. Application of this protocol to suppliers and contractors. 28. Marine service provider plan provisions extend to all 'non-marine crew' essential personnel in contact with the vessel.	<ul style="list-style-type: none"> <li>▪ Contractors provided with information on requirements and restrictions.</li> <li>▪ Contractors will be required to have pandemic management plans in place and are kept up to date with operator response measures.</li> <li>▪ Contractors who present symptoms while on site (office or facility) will be provided with immediate care response.</li> </ul>
<b>Marine service</b>		
Contracted marine service providers implement infectious disease control plans	29. Marine service providers infectious disease control plans apply	
Personnel movements for the purpose of crew changes to reflect protocols	30. Application of 'Pre-mobilisation' protocol (listed above (#1) for crew changes	<ul style="list-style-type: none"> <li>▪ Health declaration to be completed prior to mobilisation and upon embarkation.</li> </ul>

Isolation		
<p>Workers on facilities suspected of being infected with COVID-19 confined to quarters with no interaction with other facility workers</p>	<ol style="list-style-type: none"> <li>31. Patient provided surgical mask and sent to an appropriate quarantine area.</li> <li>32. Paramedic take appropriate precautions to assesses patient.</li> <li>33. Patient is self-isolated to room including the provision of meals in room..</li> <li>34. Identification of close contacts - personnel that had come in contact with a suspected case will be notified.</li> <li>35. Known areas patient visited (i.e. workstation, quarantine area, dry mess, accommodation) sanitised.</li> </ol>	

<b>Evacuation</b>		
<p>Offshore facility workers suspected of COVID-19 infection removed from facility at earliest opportunity.</p>	<p>36. Evacuation protocols and agreement in place with helicopter service provider to evacuate suspected COVID-19 infectious cases.</p> <p>37. Suspected infected worker evacuated to isolated onshore accommodation if in good health as determined by a medical professional.</p> <p>38. Suspected case in poor and or deteriorating health as determined by a medical professional to be medically evacuated either via RFDS or other specialty medical transport arranged by the operator in close consultation with local health authorities</p>	
<p>Onshore facilities to remove worker to accommodation for isolation.</p>	<p>39. Infected worker on onshore facilities to be isolated to quarters. Will require COVID-19 negative tests as per the CDNA guidelines before re-joining work roster</p>	<ul style="list-style-type: none"> <li>▪ Regular health and welfare checks to be undertaken on expert medical advice.</li> <li>▪ Evacuation to medical facilities in concert with local health authorities if health deteriorates.</li> </ul>



Infection Control (Clean up)		
Suspected infected workers workspace and accommodation sanitised and cleaned.	40. Cleaning and disinfection to be carried out in rooms occupied by ill crew members. 41. Clinical (biohazard) waste disposal route to be implemented where clothes (coveralls) and blankets will not be laundered, but will be bagged and disposed of as biohazard waste	
Catering and hotelling staff aware of, and practicing, enhanced safety and hygiene practices.	42. Catering staff are informed and made aware of, and practicing, enhanced safety practices and increased cleaning of common/high use surfaces.	

**ONSHORE PROTOCOL**

<b>Protocol</b>	<b>Principal Requirements</b>	<b>Guidance</b>
<b>Pre-Mobilisation to remote or operational sites</b>		
COVID-19 Self-Assessment Questionnaire	1. 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"> <li>▪ Questionnaire is reviewed and updated as needed.</li> <li>▪ Ascertain if person has had close personal contact with anyone suspected or confirmed to have COVID-19.</li> <li>▪ Statement of recent overseas travel – document exclusion of 14 days since return from overseas travel and prior to ingress to site</li> <li>▪ Questionnaire includes a declaration that to their knowledge they don't have symptoms of COVID-19.</li> </ul>
	2. Personnel who report or present Flu-like symptoms are not permitted to travel unless no flu like symptoms for 48 hours.	
<b>Inter and Intra-State Travel</b>		
Travel requirements.	3. Charter aircraft are not required, but where charters are used, proponents will work with charter operators to ensure hygiene.	
	4. DIDO – additional cleaning and social distancing controls will be put in place for DIDO staff.	
Road vehicle travel requirements	5. Proponents will work with charter operators to ensure hygiene.	<ul style="list-style-type: none"> <li>▪ Vehicle interior cleaned and sanitised regularly in line with sanitisation protocol.</li> </ul>

		<ul style="list-style-type: none"> <li>▪ Social distancing maintained between passengers</li> </ul>
	6. Staff should carry sufficient company identification to show at border crossing.	
	7. Vehicle driver controls enforced.	<ul style="list-style-type: none"> <li>▪ Social distancing maintained for all road transport</li> </ul>
<b>Site Provisions</b>		
Site management made aware of COVID-19 health and safety requirements	8. All site teams are made aware of and continuously updated of government COVID-19 requirements and advice	
Daily workforce testing regimes are undertaken.	9. Facility workforce required to report any changes in health or well-being at any time whilst on work site.	<ul style="list-style-type: none"> <li>▪ Do they have any of the following symptoms?               <ul style="list-style-type: none"> <li>○ Fever</li> <li>○ Weakness</li> <li>○ Cough</li> <li>○ Sore throat</li> <li>○ Nausea</li> <li>○ Vomiting</li> <li>○ Breathing difficulty</li> </ul> </li> </ul>
	10. Social distancing maintained wherever possible on facility. 11. Messing facility to identify and control maximum occupancy to maintain social distancing protocol.	

<p>Workforce social distancing and staggered messing practices are implemented and enforced</p>	<p>12. Frequent workplace updates provided on infection controls and any changes to infection control practices provided</p> <p>13. Information and training on personal, living space and workspace hygiene provided.</p> <p>14. members of the workforce encouraged to practise good hand hygiene and good sneeze/cough hygiene.</p>	<ul style="list-style-type: none"> <li>▪ Extensive workplace hygiene practices – hand washing, social distancing, ban on non-essential travel and meetings, social distancing of teams maintained shift change over</li> <li>▪ Avoid touching the face (mouth, eyes and nose) with unwashed and gloved hands.</li> <li>▪ Wash hands often with soap and water, or use alcohol-based sanitiser before and after eating as well as after attending the toilet.</li> </ul>
<p>Workforce information and education programs are initiated</p>	<p>15. Continuous awareness program incorporated at toolbox meetings.</p>	
<p>Focal point for information dissemination identified</p>	<p>16. Ceasing face-to-face activities until further notice while maintaining strong engagement, including support for community-led health planning and local economic activity.</p> <p>17. 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</p> <p>18. Progressing arrangements for Aboriginal and Torres Strait Islander employees returning from sites to remote communities.</p> <p>19. Supporting local Aboriginal and Torres Strait Islander health services providers</p>	

	to undertake awareness activities and implement hygiene protocols	
Interactions with Traditional Owners and Aboriginal and Torres Strait Islanders restricted	20. Application of this protocol to suppliers and contractors.	<ul style="list-style-type: none"> <li>▪ Contractors provided with information on requirements and restrictions.</li> <li>▪ Contractors will be required to have pandemic management plans in place, and are kept up to date with operator response measures.</li> <li>▪ Contractors who present symptoms while on site (office or facility) will be provided with immediate care response.</li> </ul>
Critical suppliers and contractors	21. Application of this protocol to suppliers and contractors.	<ul style="list-style-type: none"> <li>▪ Contractors provided with information on requirements and restrictions.</li> <li>▪ Contractors will be required to have pandemic management plans in place, and are kept up to date with operator response measures.</li> <li>▪ Contractors who present symptoms while on site (office or facility) will be provided with immediate care response.</li> </ul>
<b>Isolation, quarantine, and evacuation protocols</b>		
Operators will maintain isolation and quarantine and evacuation protocols in accordance with government requirements.	22. All directions of government health authorities followed.	
Health authorities notified as soon as possible of any suspected infections.	23. All directions of government health authorities followed.	
<b>Infection Control (Clean up)</b>		

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Suspected infected workers workspace and accommodation sanitised and cleaned.	24. All proponents to ensure communicable disease management protocols in place to manage a suspected case in accordance with government health guidelines.	
Catering and hotelling staff aware of, and practicing, enhanced safety and hygiene practices.	25. All proponents to ensure communicable disease management protocols in place to manage a suspected case in accordance with government health guidelines.	