COVID-19 HSEQ Recommendations for Oilfield Services and Equipment Providers

1. OPERATIONAL SOCIAL DISTANCING PROTOCOLS
   - Implement a controls questionnaire to assess personal health and travel history
   - Implement rig site checklists into company standards/requirements and have open dialogue with customers
   - Stagger shifts to reduce traffic coming in and out at one time
   - Provide field crew workers with screening questions for customers regarding controls in place to manage social distancing, safety meetings, hygiene precautions, quarantine areas, etc.
   - Utilize infrared thermometers to take temperatures
   - Follow CDC guidelines regarding masks. When availability is short, employees should secure or make their own following instructions from the CDC
   - Install partitions and/or sneeze guards in manufacturing facilities
   - Ensure social distancing can be observed in cafeterias – purchase tables for outside dining or additional seating areas

2. QUARANTINE WELLNESS ASSESSMENT TOOLS/PROCEDURES
   - Implement wellness check questionnaires and temperature checks
   - Maintain data privacy controls, adhere to corporate compliance
   - Refer employees reporting COVID-19 symptoms to personal physician
   - Return to work: When employees return to work after having been symptomatic, they should meet 3 criteria based on CDC recommendations:
     - 72-hour fever free without medication
     - Improvement in respiratory symptoms (e.g., cough, shortness of breath)
     - At least 7 days have passed since symptoms first appeared

3. REMOTE WORKER TRAVEL
   - Return to Work Checklist
   - Discontinue international travel
   - Limit one employee per vehicle for domestic travel in field service
   - Travel between states: Carry essential worker documentation
     - DHS Guidance Document Regarding Definition of ‘Critical Infrastructure’
     - Work Authorization Letter Template
     - State and Local COVID-19 Response Information
   - Be aware of longer rotations and the health, safety and psychological effects
   - Hot shot drivers: should remain in their vehicles and not enter facilities
   - Hotel Stays
     - Employees having to stay at hotels employees should be prepared to sanitize their rooms to the best of their ability and request clean linens from the front desk
     - Employees are encouraged to wash their hands immediately after riding elevators because of contact with hard surfaces in pressing floor and call buttons.

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DECONTAMINATION

- Increase cleaning protocols
- Decontaminate service vehicles between shifts
- Wash laundry at warmest settings following CDC guidelines
- Do not share PPE, regularly clean face shields/hard hats
- Add list of vendors/waste disposal companies who can provide cleaning services to emergency response plan
- Follow CDC guidelines or local guidance by country for COVID-19 positive employees around close contact

REAL-TIME MOBILE MEDICAL MANAGEMENT SOLUTIONS/CASE MANAGEMENT

- Utilize medical management solutions to:
  - Assist in company plans
  - Provide recommendations around quarantine
  - Locate doctors in the immediate area
  - Get tests done with results back quickly
    - Axiom
    - XtremeMD
    - WorkSteps

RESPONSE PLANNING

- Streamline through Human Resources to ensure confidentiality
- Bring completed preparedness plan to job sites reflecting local/regional HR and HSE contact information
- Global status updates funneled through HR, sent to executive team daily to help address regulations in each jurisdiction

COMMUNICATIONS

- Create internal COVID-19 websites
- Internal with company leadership to share what the organization is doing to keep employees safe and maintain business continuity
- Provide FAQs for all employees, specific FAQs for managers, as well as customer-facing service groups
- Daily newsletters providing information COVID-19, as well as how to cope with “new normal” stress, working remotely, home schooling, managing time, not being able to socialize, etc.
- Communicate often with customers

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