IMPLEMENTATION PLAN FOR COVID-19 FRAMEWORK IN THE RESOURCES SECTOR

Version 3 – as at 3 April 2020

BACKGROUND & PURPOSE

On Tuesday 24 March 2020, the Framework was developed by the Western Australian Government (Government) and industry (as represented by the Chamber of Minerals and Energy Western Australia) to guide efforts in the resources sector in the state.

Endorsement of the Framework has allowed resources personnel to enter and depart on dedicated charter aircraft, where charters are possible, that leaves from Australian Capital Cities or major regional centres and arrives at specific mine sites, oil and gas facilities and regional airports (including public airports), with transit through Perth where required. Where charter flights are not possible, arrival to site via commercial flights has been permitted but will be under strict protocols enacted by the companies (e.g. pre-boarding testing).

It is acknowledged the Framework was developed with regard to interstate travel restrictions. At the time of writing, the Section 67 Direction defines the standards for interstate travel however this will soon change with the State recently announcing a temporary hard border closure effective from midnight, or 11.59pm, on Sunday 5 April 2020. The evolving nature of COVID-19 response has resulted in restrictions being applied to intrastate travel within Western Australia. The below document has been developed with this in mind, acknowledging the similarities in managing risks associated with intra and interstate travel.

This Implementation Plan takes a risk-based approach to meeting key requirements while embedding resilience in the resources sectors' ability to operate under COVID-19 related restrictions, acknowledging these restrictions may change and therefore the Plan may need to continuously evolve. Specifically, the Implementation Plan outlines actions and outcomes that support the below objectives of the Framework.

1. support the safety and health of the resources sector workforce
2. ensure that the resources sector does not impact the regions and communities it operates in and does not undermine public health efforts, and
3. to maintain operations and production wherever possible for the benefit of the industry, workers, communities and suppliers that the industry supports.

The Implementation Plan applies a risk-based approach based on best available evidence and follow applicable local and international health authority guidance to enable the continued operation and production of a state and nationally significant industry.

For the avoidance of doubt, noting exemptions for certain activities, all remaining WA State Government and Commonwealth Government directives will be adhered to.

Framework objective	Implementation Plan Guidance	
Supporting the industry's workers		
Commitment to WA Jobs and FIFO workers: commit to ensuring that the number of out-of-state FIFO workers are for site based critical roles only.	- Non-essential travel has been cancelled and only critical roles are permitted to attend operational sites. Essential workers to include the following categories: 　○ Health (including undertaking in new measures of COVID-19 related requirements) 　○ Safety (statutory and operational) 　○ Production (minimum to maintain production throughput, including transport) 　○ Asset protection and critical maintenance (those who make sure that any decisions to change operations do not lead to damage, sterilisation of resources, or irreversible damage to machinery). - Personnel not meeting the head company's definition of essential or critical resources sector workers are prohibited from travel on the aircraft or entry to site. - To facilitate possible backfill and manning up levels due to shift arrangement changes, companies will where possible undertake local recruitment drives to ensure access to appropriate skills through this new operating period. - Resources companies may offer interstate FIFO critical personnel option of temporary relocation to be based in WA during this period. - Should emergency response practices require mobilisation of teams in an accident or other crisis event (e.g. oil spill response or cyclone) across national and regional boundaries, including mutual aid, they must comply with reasonable dispensation to this implementation plan.	
Providing regular information to workers: commitment to provide regular updates to workers on the spread of COVID-19	- Companies to provide extensive and regular updates to employees on preventing the spread of COVID-19 in their communities through best practice health and hygiene practices and strategies to avoid contracting the virus. Specifically, information on health, hygiene and other workplace controls will be integrated into site induction plans, education programs and pre-start meetings – for direct employees, contractors and suppliers - leveraging existing face-to-face, technology enabled or paper-based methods.	

	- This plan applies to suppliers, service providers and contractors. All related entities will be provided regular and timely information on requirements and restrictions from the head and employing companies. - Industry associations are releasing daily information to assist companies and key community stakeholders in staying informed as to the latest government advice. - Companies and/or sites to appoint a point of contact for their workers to get more information about the respective company's efforts under the Framework – including Health and Safety Representatives, Infectious Disease Managers and company supervisors as focal point for information dissemination on site.	
Mental Health: Support the Mental Health and wellbeing of employees acknowledging that this is a difficult and stressful time for the industry's workforce.	- The widescale social changes currently being experienced within broader society have implications for the wellbeing of all people. Managing fatigue and general wellbeing for the sectors workforce given the implementation of strict social protocols and changing work arrangements is of critical importance. - A range of initiatives in place to support the mental health and wellbeing of employees, their families and communities. These are evolving to meet this challenge. - Companies make available access to 24/7 Employee Assistance Programs via call centres available to all employees. - Companies have internal capacity and lead proactive practices on mental health, particularly the deployment of mental health first training and first aiders (and some with dedicated onsite professionals). - Supervisors are trained in consultative approaches.	
Equipment: Ensuring access to appropriate health and safety advice and equipment	- Access to the necessary health and safety advice and equipment to prevent the spread of the disease (e.g. hand washing facilities sanitisers, etc.) and protect workers from contracting COVID-19 (e.g. hygiene facilities and social distancing measures etc.). - The industry acknowledges that PPE is highly restricted, is rightfully being prioritised nationwide for healthcare and frontline workers. All companies continue to consider the implications on broader public health when sourcing equipment such as this to ensure implementing risk mitigation measures for their own workforces do not unnecessarily draw on resources from the public health sector at this challenging time. - Workforce trained and instructed in the appropriate use of infection control PPE that they may be required to use.	
Inter and Intra state travel and work protocols		
Transit protocols – aircraft: Resources sector projects will be allowed to continue to rotate essential FIFO personnel from other Australian States through to operational sites, transiting through Perth airport where	- Personnel will only be allowed to enter and depart on aircraft for the purpose of arriving and working at specific sites, oil and gas facilities and remote operations (including remote operations centres). Transit through Perth Airport is permitted only under strict protocols, as detailed below. - Companies implementing stringent pre-check procedures for all FIFO personnel before boarding flights. These include but are not limited to: employee health questionnaires, travel declarations and temperature checks and other screening (subject to availability). - All staff deemed essential to travel are to have on their person at a border crossing the following:	

| required (based on strict guidelines and protocols). | • A company letter confirming the personnel details, they are essential, where they must travel from / to (including transit through intrastate regions, if applicable). The letter must include a company contact phone number that will be answered if WA Police need to verify any details);
 • Individual photo ID (eg: Company-issued ID and/or Driver's Licence);
 • A health self-declaration form (for intra state travel, refer to WA Arrivals Form for interstate travel);
 • Be in uniform or staff-issued clothing, to the extent possible.
 - Clearly communicate to staff their individual responsibility to adhere to COVID-19 directives at all times - or risk disciplinary action (by employer) and/or fines (by WA Police).
 - Travelling individuals may be exempt on compassionate grounds. Compassionate grounds include when a member of the employee's immediate family or household is suffering from disease that is life-threatening, is incapacitating by major injury or dies.
 - Industry liaising regularly with Perth Airport, regional airports and airlines to ensure controls to facilitate social distancing and ensure the community has confidence the most robust health practices are in place. Examples of practical measures include:
    o Increased signage and markers in all the key areas to assist with social distancing
    o Staggered security check and boarding processes (including airlines boarding by individual row number). This cuts the number of people in the departure lounge by around 50 per cent
    o Removal of seating in terminal, food and beverage and waiting areas
    o Increased security, terminal patrols and company advisors at airports
    o Physical distancing on dedicated charter planes
 - Upon arrival at mine sites or oil and gas facilities, relevant pre-work checks, such as temperature measuring, must occur before FIFO staff are allowed to enter site.
 - Close proximity of personnel and local community members is restricted, and transit processes put in place to prevent close contact.
 - Helicopter transport to offshore facilities to adhere to enhanced sanitation practices. Including sanitisation of shared personal protective equipment (PPE – ear defenders, life vests, harnesses etc) after each transit and regular sanitisation of interior cabin of helicopter contact surfaces. | |
| **Transit protocols – road travel**
 (Note not covered in initial framework) | - Vehicle interior cleaned and sanitised in line with sanitisation protocol.
 - Social distancing maintained for all transport – including buses and light vehicles (for all DIDO/BIBO).
 - When transiting (from interstate or across regional boundaries) 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. | |

	- When transiting to and from site each day as part of a residential operation, the intent should be to leave home, drive straight to work, work the shift, and then return straight home, thereby eliminating or minimising broader community contact.	

Shift rosters: adjust shift rosters to ensure minimum number of flights to maintain safe operations.	- Given the elevated risks with regular people movement, where necessary adjust shift rosters to ensure minimum number of flights to maintain safe operations. The risk-based application of roster changes will be different depending on the nature of the situation. Practical examples of what this may include are listed below:
	
	   o segregation of workforce into distinct panels and 'block rosters' to limit of 'in-person' interaction between these work groups;
	
	   o move to extended rosters (e.g. 2-and-2) to minimise the number of people cycling through site. Extended rosters also have the effect of isolating that roster panel for 14+ days, in alignment with the standard COVID-19 quarantine duration.
	
	- Companies have protocols in place to regularly review and manage risks associated with fatigue and general wellbeing given the changing work arrangements.	

Prevent and protect workplaces from infection		
Screening practices: - incorporate symptoms screening and assessment to identify early warnings and presentations - in addition to symptoms screening and practices (e.g. temperature check, health declaration, isolation) consider COVID-19 screening mechanisms for non-acute population screening purposes, including for example in a research capacity.	- Workforce undertake temperature checks on arrival to site, where available, and thereafter on site where necessary. - Any elevated temperature checks will subject worker to site isolation, pending medical assessment and management. - Workforce required to report any changes in health or well-being at any time whilst on work site, for example any of the following symptoms - fever, weakness, cough, sore throat, nausea, vomiting, breathing difficulty. - Companies to ensure any of their staff who meet Government testing criteria present to a COVID clinic (in Perth or designated regional testing sites). - Subject to availability and in line with current directives, COVID-19 screening may be made available by companies for non-acute population screening purposes, including for example point of care (POC) serology in a research capacity. Companies may consider exploring expanded testing practices (including POC polymerase chain reaction) for use by remote/regional populations, as capacity allows, ensuring this does not put an unnecessary strain or compete with the public health system. - Companies are responsible for managing risks and liabilities in relation to use of screening products. Acknowledging the limitations of some screening products being made available on the private market, these would be just one component of companies broader risk mitigation practices (for example temperature tests, health declaration, proactive isolation). - Companies to have in place strict protocols to ensure any workers who test positive/ undetermined in company screening tests are referred for clinical follow-up and further or confirmatory testing as appropriate.	
Government advice	- Industry reviewing latest government advice on daily basis.	

	- Enforce directives in respect of overseas travel and positive case close contact (e.g. that any worker who has been overseas or been in contact with someone with COVID-19 will be in self-isolation for 14 days). - Department of Health advice on Remote Industry Case Management provides preliminary guidance, with further implementation detail sought to ensure appropriate industry response and minimised impact of public health facilities (particularly regional).	
High levels of sanitation: High sanitation must be practised on all sites.	- High levels of sanitation on all sites, with support of facilities management teams. Including higher frequency facility cleaning and extensive distribution of hand sanitizers wherever available. - Dedicated staff charged with management of controls and sanitation protocols (for example, some providers have experience in other jurisdictions for example in Wuhan and Europe). Medical professionals either on site or available 24/7 through the local health system. - Catering staff are informed and made aware of, and practicing, enhanced safety practices and increased cleaning of common/high use surfaces. - Frequent workplace updates and education campaigns on infection controls and any changes to infection control practices provided, including practising good hand hygiene and sneeze/cough hygiene.	

Distancing: Sites must implement procedures to ensure physical and social distancing is practised	- Social distancing protocols maintained on all sites, except where for safety reasons a task cannot be carried out.
	
	- Messing facility control maximum occupancy and staging of services to maintain social distancing. For example:
	   o Provision of take away meals
	   o Removal of furniture in mess
	   o Staggered mealtimes to significantly reduce people numbers in one place.
	   o Catering staff serving food rather than shared use of serving utensils.
	
	- Workers at sites provided with directives on how to implement physical or social distancing.
	
	- Onsite meetings e.g. toolbox talks continue but are subject to strict social distancing controls (physical separation, staggered starts etc.).	

Health professional support	- Trained health professionals present on all sites with additional offsite advice available 24/7. - Health staff trained to manage the initial stages of situations where a suspected COVID-19 case presents. Contingencies for the continuing availability of health professionals will be in place. - Department of Health hotline available to respond to COVID-19 queries, however has experienced capacity challenges.	
Responding to positive tests and evacuation		
Site quarantine: Every single site and facility must	- Every mine site and oil and gas facility must have the ability to isolate suspected and confirmed cases. - All directions of Government Health authorities to be followed.	

have the ability to isolate cases and suspected cases	- Workers suspected of being infected with COVID-19 confined to room with no interaction with other workers. - Provision of surgical/ P2 mask and sent to an appropriate quarantine area. - Health professionals take appropriate precautions to assesses and rest (where available) patient. - Patient is self-isolated to room including the provision of meals in room. - Identification of close contacts - personnel that had come in contact with a suspected case will be notified and isolated. - Known areas patient visited (i.e. workstation, quarantine area, dry mess, accommodation) sanitised. - Cleaning and disinfection to be carried out in rooms occupied by ill crew members. - Management of waste disposal in line with Public Health advice. Where advised, 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
Special Disease Management: Every site must have an Infectious Disease Management Plan and Infectious Disease Manager.	- Every site has an Infectious Disease Management Plan and an appointed Infectious Disease Manager. Plan includes the follow information at a minimum: o keeping employees informed o the means of minimising infection spread o isolation protocols o how to deal with ill employees o ensuring that, emergency services/medics, maintenance, cleaning and catering staff are not infected o protocols for room cleaning and meal delivery are required for persons in isolation o robust regime for the use and disposal of potentially contaminated personal protective equipment, especially masks and gloves. - For oil and gas operators, contractors must be covered by a management plan that aligns with operator response measures. - Plans should also consider application to project work and shut down teams. - 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.
Risk assessment and mitigation	- Based on current epidemiology, resources companies maintain a list of workers that fit into highest risk categories as identified by the Chief Health Officer or their delegate (i.e. high risk age and underlying health issues) and ensure there are appropriate mechanisms in place in the event of infection. - Sites have identified High Risk personnel (based on medical record reviews) and arrangements are in place to reduce exposure from attendance to operational sites.

Evacuation – mild or medium: Resources sector operators must have in place evacuation plans as part of their Infectious Disease Management Plan for mild-medium cases.	- Infectious Disease Management Plan outline evacuation plans for mild-medium cases for example their aircraft on standby where available to evacuate mild and medium cases of COVID-19 to appropriate destinations including medical facilities. - Should an individual or number of individuals test positive, they will be managed in accordance with all advice from the Department of Health. - Infectious Disease Management Plans identify designated areas for quarantine on site or off site, where most appropriate (e.g. some offshore facilities). - Should an individual or number of individuals be required to be evacuated from site, then they will be in accordance with all prescribed government health specifications and directions. For offshore facilities, there shall be an agreement in place with helicopter service provider to evacuate suspected COVID-19 infectious cases. - Suspected infected worker evacuated to be isolated in accommodation if in good health as determined by a medical professional.	

Evacuation – potentially acute or acute: Resources sector operators must have in place evacuation plans as part of their Infectious Disease Management Plan for potentially acute or acute presentations	- Suspected case in poor and or deteriorating health as determined by a medical professional to be medically evacuated by specialty medical transport in close consultation with local health authorities. These protocols differ depending on the nature of the operation and for example may include:
	   o that companies and industry will transport any acute cases of COVID-19 to the relevant health or hospital facility through a specialist medical service, for example St Johns Ambulance or Royal Flying Doctors Service.
	   o Agreement in place with service provider (e.g. helicopter for offshore operations) to evacuate suspected COVID-19 infectious cases to shore.
	   o For offshore facilities, an agreement to be in place with helicopter service provider to evacuate suspected COVID-19 infectious cases.	

Public health and managing community interactions		

Minimise impact on communities: companies will have in place arrangements to maintain separation between their activities at mine sites and oil and gas facilities with communities.	- Stringent separation regimes to be maintained to prevent close proximity of personnel with members of the local community.
	   o Remove all non-essential interaction between FIFO workers and members of community.
	   o Where, interaction occurs, social distancing to be practiced at all times
	   o Requirement to report if they begin to experience COVID-19 symptoms as well as record their location.
	- Cease face-to-face activities – including heritage surveys - with remote indigenous communities until further notice while maintaining strong engagement, including support for community-led health planning and local economic activity.	

Self-isolation from general public workers leaving a mine site or oil and gas	- Company declaration requires workers to agree to report if they begin to experience COVID-19 symptoms and to undergo symptoms testing - as specified in above. - Travel and meeting protocols banning non-essential travel to regional areas.	

facility and entering the general WA community will be required to adhere to strict procedures	- Strict compliance with all government directions regarding self-isolation, with potential penalties applicable.	
Support for Indigenous and regional communities	- Continued essential services provision including health services, electricity and emergency response capability. Strict hygiene protocols are in place for employees undertaking essential services to communities. - Proactive industry support in arranging for community members return to remote communities prior to shutdowns. - Supporting local Aboriginal and Torres Strait Islander health services providers to undertake awareness activities and implement hygiene protocols - Companies continue to make financial contributions for example, CME has established a Community Support Fund to support for the work of the Royal Flying Doctor Service Western Operations (RFDS WO), FoodbankWA and Lifeline WA.	
Engagement	- Active engagement and collaboration across industry associations, companies and key stakeholders (government, community, unions, service providers) to drive awareness and alignment on approach. It is recognised that it is challenging to maintain alignment in such a rapidly evolving environment. - Companies consulting directly with local community leaders and CEOs of Aboriginal Corporations. Companies are suspending activities that present a transmission risk to Aboriginal communities.	

Campaign: Industry will contribute to a public health campaign to aim to reduce the spread of COVID-19 especially in remote and rural communities (defined above) and regional hubs (defined above).	- Industry has also commenced wide sharing of the below advice from public health agencies and trusted organisations
	  o General Covid-19 information (based only on reputable public health information)
	  o Mental health support (e.g. Lifeline, Beyond Blue, R U OK?, Life in Mind, Mates in Mining)
	  o For example, CME has created a dedicated page on our website with updates and public health infographics: https://cmewa.com.au/covid-19-latest-updates-from-cme/
	- Industry continue to roll out public communications in this area. The focus is to communicate:
	  o WA's resources sector is crucial to the WA economy and its revival after the coronavirus crisis – safety is our number one priority and we are working together to support each other at this challenging time.
	  o The sector is a leader in health and safety and operates in line with 'Framework for Covid-19 in the Resources Sector'.
	  o Sharing specific examples of company practices to ensure the community is clear the sector takes this matter extremely seriously.
	- Companies continue to engage directly with and support Aboriginal communities. Visual representation of information is essential. We could, if requested, assist with developing resources in Aboriginal languages similar to the initiative of the Northern Territory Government.	

Monitoring and Reporting		
Reporting: Industry must report relevant information to government	- CME Daily Update includes any positive COVID-19 cases, evacuations, recoveries and current caseload in line with Department of Health requirements.	