

## Managing Health, Safety and Environmental Risks Associated with COVID-19 Pandemic for Offshore Installations

The OGUK Pandemic Steering Group was formed to help protect the offshore workforce and industry from risks associated with COVID-19 (Novel Coronavirus), and to provide support to industry during the pandemic. Representatives from our member organisations, regulators, other industry associations and workforce representatives have been invited to join the group or its sub-groups to help industry navigate the challenges posed by the pandemic.

**The checklist below has been developed by the OGUK Pandemic Steering Group in collaboration with OPRED and HSE as a resource for Duty Holders to use to review their response to the *specific* challenges of the current pandemic. It outlines a sensible and proportionate approach to help the industry manage health, safety and environmental risks during the coronavirus (Covid-19) outbreak. It is not exhaustive and is not intended to replace existing obligations for managing offshore oil and gas production.**

The regulatory expectation is that operators will continue to maintain management arrangements for health, safety and the environment, particularly the integrity of major accident hazard plant and safety and environmentally critical equipment, including during a security of supply scenario. This will include:

- Complying with each installation's Safety Case and OPEP
- Ensuring installations have an appropriate number of competent staff to manage health, safety and environmental risks; and
- Ensuring health, safety and environmental protection is not unduly compromised

The regulatory presumption is that existing legislative compliance will be maintained along with existing arrangements to manage health, safety and environmental risks and any specific undertakings made to regulators, including those listed in installation permit conditions or outlined in letters. However, it is acknowledged that priority should be given to direct controls on these risks rather than indirect or administrative controls.

Regulators will continue to inspect these arrangements during the pandemic and have set out their approach to managing their activities remotely where possible, but with site visits continuing where deemed essential. It is essential that where dutyholders find they are not able to maintain their existing approved arrangements this is communicated to the relevant regulator.

Links to government guidance and other resources are provided – note that these are updated and / or new guidance topics added regularly, so should be checked when reviewing arrangements.

Topic	Specifics	COVID-19 Guidance / Good Practice
<p>Infectious Disease Management</p>	<p>What existing arrangements are in place to specifically address the management of infectious diseases?</p>	<p>Emergency Response plan and Business Continuity plan</p> <p>See OGUK guidelines for Environmental Health for Offshore Installations</p> <p><a href="https://oilandgasuk.co.uk/product/guidelines-for-environmental-health-for-offshore-installations/">https://oilandgasuk.co.uk/product/guidelines-for-environmental-health-for-offshore-installations/</a></p>
	<p>Is there an infectious disease management plan in place specific to each of your facilities? Have you reviewed and updated arrangements in respect of the specifics of COVID-19 and how it is transmitted?</p>	<p><a href="https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control">https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control</a></p>
	<p>Are the facility management aware of responsibility for avoidance (prevention and mitigation) of infectious diseases?</p>	<p>Facility management should be acting to ensure infection prevention and control measures are implemented</p>
	<p>Has a suitable &amp; sufficient risk assessment been created for Infectious Disease Management which identifies the measures needed to prevent or control the risks to employees and others?</p>	<p>Arrangements have been made through BC or IM teams to monitor the development of COVID-19 impacts.</p> <p>COVID-19 included in risk register</p>
<p>Has any additional training/guidance been provided?</p>		

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	<p>Has transportation of suspected cases and normal crew changes been considered as part of that plan?</p>	<p><a href="https://oilandgasuk.co.uk/wp-content/uploads/2020/04/COVID-19-Movement-of-Passengers-Flowchart-Issue-3-31-March-2020.pdf">https://oilandgasuk.co.uk/wp-content/uploads/2020/04/COVID-19-Movement-of-Passengers-Flowchart-Issue-3-31-March-2020.pdf</a></p>
	<p>What measures have been put in place to improve physical distancing whilst on-board the installation (risk reduction in transferring the current virus, management of SIMOPS)?</p> <p>What is the current approach on sharing cabins?</p>	<p><a href="https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-coronavirus-covid-19">https://www.gov.uk/government/publications/guidance-to-employers-and-businesses-about-covid-19/guidance-for-employers-and-businesses-on-coronavirus-covid-19</a></p> <p><a href="https://oilandgasuk.co.uk/wp-content/uploads/2020/03/OGUK-MEMBER-UPDATE-20-MARCH-2020%E2%80%99.pdf">https://oilandgasuk.co.uk/wp-content/uploads/2020/03/OGUK-MEMBER-UPDATE-20-MARCH-2020%E2%80%99.pdf</a></p> <p><a href="https://www.stepchangeinsafety.net/sites/default/files/Current%20Practice%20-%20Onboard%20Installations.pdf">https://www.stepchangeinsafety.net/sites/default/files/Current%20Practice%20-%20Onboard%20Installations.pdf</a></p>
	<p>Have you carried out an updated First Aid needs assessment, to ensure the level of first-aid and basic healthcare provision needed to comply is appropriate?</p>	<p>See the approved code of practice and guidance document:</p> <p><a href="https://www.hse.gov.uk/pubns/priced/l123.pdf">https://www.hse.gov.uk/pubns/priced/l123.pdf</a></p>
	<p>Does this tie in with the Business Continuity Plan? How often is this being monitored with the current changing circumstances?</p>	
	<p>Do your arrangements for COVID-19 outline notification and reporting of infectious diseases obligations?</p>	<p><a href="https://www.hse.gov.uk/news/riddor-reporting-coronavirus.htm">https://www.hse.gov.uk/news/riddor-reporting-coronavirus.htm</a></p>

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	<p>Have you planned for managing individuals who have to self-isolate before leaving the installation?</p> <p>Have arrangements been made in collaboration with your facilities management provider to ensure appropriate cleaning schedules and procedures?</p> <p>Is there a COSHH assessment for specific tasks such as cleaning cabins of suspected cases?</p> <p>Have you considered additional requirements with regards to managing waste, particularly but not limited to increased clinical waste?</p>	<p><a href="https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection">https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection</a></p> <p><a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a></p>
<p><b>Emergency Response Arrangements</b></p>	<p>Is there an effective response plan (specific to Infectious Disease Management) which can be called upon in such an event affecting the installation?</p> <p>What additional arrangements (if any) are needed to manage the potential impact of a suspected COVID-19 case or cases on your existing health, safety and environmental emergency response arrangements and provision?</p> <p>Does the emergency response plan set out the changes to organisation, arrangements and procedures for dealing with the emergency on the installation?</p> <p>Are all personnel detailed within the emergency response plan aware of their duties? How is this information communicated?</p>	<p><a href="https://oilandgasuk.co.uk/product/guidelines-for-environmental-health-for-offshore-installations/">https://oilandgasuk.co.uk/product/guidelines-for-environmental-health-for-offshore-installations/</a></p>

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	<p>Have the arrangements been tested to determine their effectiveness?</p> <p>What additional arrangements are needed for muster and alarms during the pandemic – e.g. for those who are self-isolating, or to increase physical distancing?</p> <p>Have you considered the potential impact of the pandemic on onshore support for all emergency support roles and continuing availability of critical systems and roles?</p>	<p><a href="https://www.stepchangeinsafety.net/sites/default/files/Current%20Practice%20-%20Onboard%20Installations.pdf">https://www.stepchangeinsafety.net/sites/default/files/Current%20Practice%20-%20Onboard%20Installations.pdf</a></p>
<p><b>Training and Competence</b></p>	<p>Can competent people such as offshore medics and offshore first aiders in conjunction with the asset management and Topside support demonstrate they have practiced an event such as Communicable Diseases outbreak?</p> <p>How often is First Aid training including exercises undertaken specific to infectious diseases? Have you updated your first aid guidance taking account of resuscitation best practice during the outbreak, for example?</p> <p>What changes have you made to emergency training and drills during the pandemic to minimise the risk of infection while maintaining preparedness?</p>	<p><a href="https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/">https://www.resus.org.uk/media/statements/resuscitation-council-uk-statements-on-covid-19-coronavirus-cpr-and-resuscitation/covid-community/</a></p>

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	<p>Have you reviewed the workforce competence framework to identify safety, health and environmental certifications / refreshers that are due soon, and established extension and / or remote renewal options for those personnel?</p>	<p><a href="https://oilandgasuk.co.uk/product/guidelines-for-the-management-of-competence-and-training-in-emergency-response-for-offshore-installations/">https://oilandgasuk.co.uk/product/guidelines-for-the-management-of-competence-and-training-in-emergency-response-for-offshore-installations/</a></p> <p>Links to certification and training bodies available via:</p> <p><a href="https://oilandgasuk.co.uk/covid-19/">https://oilandgasuk.co.uk/covid-19/</a></p>
	<p>Is there a clinical protocol which the medic can refer to whilst dealing with suspected cases?</p>	<p>Topside clinical governance in place via in-house or contracted medical consultancy.</p> <p><a href="https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance#infection-prevention-and-control">https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance#infection-prevention-and-control</a></p> <p><a href="https://www.hps.scot.nhs.uk/web-resources-container/covid-19-guidance-for-primary-care/">https://www.hps.scot.nhs.uk/web-resources-container/covid-19-guidance-for-primary-care/</a></p>
	<p>Does the medic have 24hour access to the topside doctor for advice and support?</p>	
<p>Premobilisation</p>	<p>What pre-mobilisation procedures are in place during the current outbreak?</p>	<p>Self-assessment and declaration process in place prior to mobilisation. May contain questions about recent travel but should always address whether the individual has experienced any recent symptoms of illness, been suspected or confirmed COVID-19 case or been in close contact with someone with the above.</p>

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		Workforce undergoing temperature screening at the heliport prior to offshore travel. See OGUK guidance at <a href="https://oilandgasuk.co.uk/covid-19/">https://oilandgasuk.co.uk/covid-19/</a>
	Is there a process in place for dealing with any staff who are declared unfit to travel offshore whilst at the heliport?	<a href="https://www.gov.uk/guidance/coronavirus-covid-19-uk-transport-and-travel-advice">https://www.gov.uk/guidance/coronavirus-covid-19-uk-transport-and-travel-advice</a>
	Do you have a procedure for ensuring vulnerable personnel (at higher risk of developing severe illness) are assessed and managed accordingly in terms of travelling and working on the installation?	<a href="https://oilandgasuk.co.uk/oguk-vulnerable-persons-advice/">https://oilandgasuk.co.uk/oguk-vulnerable-persons-advice/</a> <a href="https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults">https://www.gov.uk/government/publications/covid-19-guidance-on-social-distancing-and-for-vulnerable-people/guidance-on-social-distancing-for-everyone-in-the-uk-and-protecting-older-people-and-vulnerable-adults</a>
	Is there a protocol for assessing the return to work for a casualty/patient, i.e. fitness review by a registered health practitioner following isolation due to illness, regular contact during precautionary isolation?	Should align with existing medevac / return to work practice, taking into account preference for remote consultation during pandemic
	Is there a risk assessment for any potential amendments to roles or duties if required?	
<b>Equipment and Consumables</b>	What level stocks of PPE/RPE are on board in terms of Medic (health worker) and other key worker (Stewards/Stewardesses) protection? How were these levels assessed?	See the Offshore First Aid Regulations document at <a href="https://www.hse.gov.uk/firstaid/offshore.htm">https://www.hse.gov.uk/firstaid/offshore.htm</a>

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		Offshore COSHH information at <a href="https://www.hse.gov.uk/coshh/industry/offshore.htm">https://www.hse.gov.uk/coshh/industry/offshore.htm</a> <a href="https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings">https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings</a>
	Is the asset suitably equipped for dealing with an event such as an outbreak of suspected COVID-19 cases onboard?	<a href="https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control/covid-19-personal-protective-equipment-ppe">https://www.gov.uk/government/publications/wuhan-novel-coronavirus-infection-prevention-and-control/covid-19-personal-protective-equipment-ppe</a>
	Have you reviewed supply chain management arrangements to minimise impact on the provision of any health, safety and environmentally critical supplies, equipment, and service provision required to maintain safe and environmentally sound operations?	Business continuity planning  Engagement with national and industry level activity
<b>Workforce Engagement</b>	Have you consulted with safety representatives on health and safety arrangements during the outbreak?	See <a href="https://www.hse.gov.uk/pubns/books/l110.htm">https://www.hse.gov.uk/pubns/books/l110.htm</a> <a href="https://www.hse.gov.uk/offshore/workinvolvement.htm">https://www.hse.gov.uk/offshore/workinvolvement.htm</a>
	Are there suitable arrangements in place for workforce engagement during the pandemic? Is the entire workforce receiving regular updates and clear messages?	Daily/weekly communications in place. Should be updates for crew change days for oncoming personnel.
	How have you promoted and communicated the specific “symptoms” of the current infection and good personal hygiene procedures?	Communication is in place, signage throughout the installation. Highlighting who to contact for questions and concerns, when and where they are available.



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	Do staff & contractors know the protocol onboard on what to do if they have symptoms?	
Operational Risk Management	<p>Have you carried out any reduction on staffing (down-manning) as part of your business controls?</p> <p>If this has included deferral of activity as a result, has this been suitably risk-assessed along with the sustainability of operations at this reduced level?</p> <p>Has this included a review of your ability to operate in accordance with OPEP / Safety Case and other operational risk management arrangements?</p> <p>How are restricted duties / reduced manning being managed specific to safety, health and environmentally critical roles?</p> <p>If a person is undertaking dual roles to cover health, safety and environmentally critical roles, how is this being managed?</p> <p>What is the procedure when you need to extend “critical” personnel past their normal rota envelope?</p>	<p>Risk assessment process in place (maybe as part of ORA),</p> <p>Looking at human factor risks including rotas, hours worked and fatigue management.</p> <p>Manning reviewed against OPEP / SC requirements</p>

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	<p>What would the plan be if the medic became ill?</p>	<p>Medical and clinical protocols should be in place. Topside support to ensure replacement medic found ASAP. ACoP indicates a requirement for a medic to be in place and active on any installation in the UKCS if more than 25 POB</p> <p><a href="https://www.hse.gov.uk/pubns/priced/l123.pdf">https://www.hse.gov.uk/pubns/priced/l123.pdf</a></p>
	<p>What is the process if you require a relief medic quickly?</p>	
	<p>Have you reviewed the delivery of additional responsibilities normally carried out by your medic (where applicable)?</p>	
	<p>Are you ensuring other key health risk controls are being managed (e.g. potable water management) during the outbreak?</p>	<p>Legionella Risk Assessment in place and reviewed. Potable water Written Scheme of Control document live implementation ongoing.</p>