

COVID-19 MANAGEMENT PLAN

CODE	COVID-19 MP	VERSION	5.0
REVIEWER	W. BAJARS	REVIEWED DATE	23/09/2021
POSITION	SENIOR HSE ADVISOR		
APPROVER	PAUL SKUSE	APPROVED DATE	27/09/2021
POSITION	LEARNING & ASSESSMENT GENERAL MANAGER		

REVISION HISTORY

REV	DESCRIPTION OF CHANGE	REVIEWED BY	APPROVED BY	APPROVED DATE
1.0	Initial publication	W. Bajars	P. Skuse	30/03/2020
2.0	Added section 1.8. SUSPECTED OR CONFIRMED CASE OF COVID – 19 AT WORK, & Appendices C, D E. Updated Appendices A & B.	W. Bajars	P. Skuse	06/05/2020
3.0	Updated appendices A & B with latest detail.	W. Bajars	P. Skuse	19/05/2020
4.0	Updated section 1.1 Purpose and Scope, 1.6 Control measures, Appendix A, and Appendix B, to allow Managers of Training Centres across the country to manage COVID -19 restrictions according to the rules that apply in their state or territory.	W. Bajars	Alex Lamond	08/07/2020
5.0	Updated section 1.5 Plan Objectives, Table 1 added P03. Updated section 1.6 in line with current vaccine practices.	W Bajars	Paul Skuse	27/09/2021

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1.1. Purpose and Scope

This plan provides a framework for ERGT to manage the business across all jurisdictions that it operates in, during and into recovery of the COVID-19 Pandemic. This Management Plan is subservient to ERGT Pandemic Preparation Response Plan (PPRP).

To meet the challenges associated with maintaining ERGT operations during the COVID-19 Pandemic, each ERGT training centre manager is responsible for production and upkeep of localised operational plans to achieve the objectives of this plan within the requirements of the National, State or Territory authorities.

1.2. Relationship with Other ERGT Plans

This plan document should interface with the following:

- ERGT Pandemic Preparation and Response Plan (PPRP)
- Business Continuity Plan
- Incident Management Plan
- HSE Management System
- ERGT Management System

With the anticipated impact on the ability of staff and contractors to perform their duties due to illness, the potential Business Continuity (BC) implications associated with a pandemic are significant.

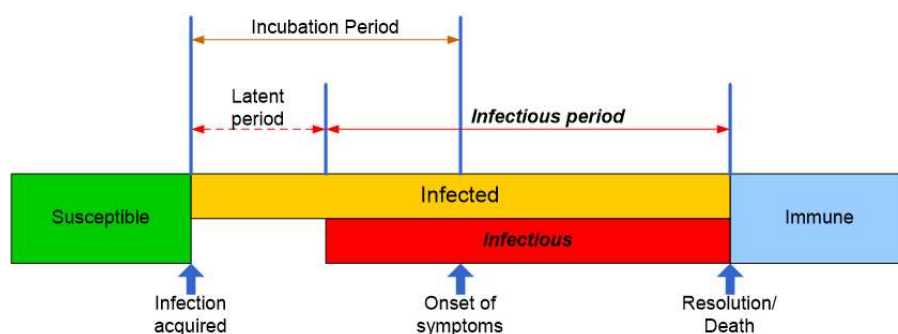
1.3. Plan Owner

The ERGT Senior HSE Advisor is responsible for the ongoing development, review, and maintenance of this plan.

1.4. PPRR

ERGT utilises the national Prevention Preparedness Response Recovery (PPRR) strategy for all crisis and emergency management planning. In the context of this plan, PPRR definitions are as follows:

- **Prevention:** government aligned processes to prevent the spread of any pandemic, including localised tactics for monitoring employees, staff, contractors and clients; plus internal and external reporting procedures.
- **Preparedness:** monitoring authoritative sources to ensure ERGT plans remain relevant, conducting workshops and exercises to test components of the pandemic plan, periodically briefing staff on the pandemic plan and any changes to it.
- **Response:** executing the plan, or just components of it, in response to verification of a threat or actual pandemic confirmation.
- **Recovery:** returning to pre-pandemic status in terms of impacts to employees and the business.



1.5. Plan Objectives

The ERGT COVID-19 Management Plan has the following objectives using the PEARL Principle, People, Environmental, Assets, Reputation, and Liabilities:

Table 1: ERGT COVID-19 Management Plan Actions using PEARL Principle

PEARL	Ref	Objectives
People	P01	Protect ERGT workers, clients (trainees), and onsite contractors from unnecessary exposure to pandemic illness
	P02	Support ERGT employees who are directly or indirectly affected by pandemic illness
	P03	Support eligible employees to get fully vaccinated and provide appropriate mitigation for staff who cannot be vaccinated.
Environment	E01	
Assets	A01	Operate ERGT training facilities as Controlled Work Sites – in alignment with the approach of our key oil and gas clients
Reputation	R01	Ensure alignment of ERGT preparedness arrangements with Australian and International pandemic management plans, as well as those arrangements of major ERGT clients
	R02	Ensure alignment of knowledge and practices with those of major ERGT clients, to effectively manage risks related to any virus and to provide confidence for major clients to continue sending their people for training at ERGT centres
Livelihood	L01	Provide a management framework to ensure ongoing assessment of regional pandemic risks to ERGT operations is undertaken
	L02	Ensure mitigation measures are available to be implemented when required
	L03	Generate awareness to the considerable business continuity challenges associated with a pandemic event, and enact a plan

1.6. Control Measures

The ERGT COVID-19 Management Plan under PEARL will implement control measures based on risks identified and aligned with the Pandemic Phase Action panels from the PPRP, mitigation of the same, and a separation strategy relevant to jurisdictional requirements.

The main elements of the PEARL Strategy are to look after people’s health and safety, and assets through developing and maintaining a Controlled Worksite and environment using physical distancing measures, and a high standard of hygiene across the facility with measures tailored to mitigate the COVID – 19 threats.

ERGT management shall encourage employees who are eligible to be fully vaccinated for Seasonal Flu and COVID - 19 and provide appropriate mitigation measures for employees and visitors that are not vaccinated. Staff who have other illnesses like a cold making them feel unwell are asked to remain at home to reduce the possibility of getting more ill through a lower immune system or infecting other staff or visitors. ERGT Management shall also encourage employees to maintain a high level of hygiene and follow COVID – 19 mitigation best practices inside and outside of work.