

Table 1: CWPP Requirements for Remote Field Access

OPTION DESCRIPTION	L48 Work Location Quarantine	Emergency Travel	AK Resident Travel:
	14 day self- quarantine at your work location and negative COVID-19 test results prior to travel to AK. Also for Alaskan residents returning from travel outside Alaska.	Emergency travel with COVID-19 test results pending authorized by the Ops Managers.	Travel to remote work location when you have not left AK in the 14 days before start of shift.
Pre-Travel Social Distancing	Practice basic infection control and social distancing @ home; see definitions below.		
Pre-Travel Health Log	Monitor your health for a period of time before you travel to ensure you do not have a fever above 100.3°F or any symptoms of COVID-19 during your time off and record on the Health Log (Attachment C). <ul style="list-style-type: none"> For employees normally assigned to a remote field location, the duration of health monitoring should be the 14 days immediately prior to your shift, or the duration of your off time, whichever is shorter For emergency travelers, the duration of health monitoring should be the 14 days immediately prior to your departure or for as many days as you are able to do so (could be less than 14) based on the emergency and timing of travel decisions 		
Pre-Travel COVID-19 Test	<ul style="list-style-type: none"> COVID-19 PCR or other Hilcorp approved molecular based test (not antibody) required to be taken within 4 days of departure to AK. This may be reduced to 3 days at the discretion of Hilcorp if the commercial process turnaround times can support the reduction. Exception: Results may be pending for emergency travel or test result delays when authorized by the Ops Manager. If the HAK provided COVID-19 testing process turnaround time is seeing delays these timeframes may be changed. If this becomes significantly longer than 4 days prior to site access, individual work accommodations or restrictions may be imposed by the Field Foreman. You are required (unless approved by Ops Manager) to have your results prior to travel to AK because there is a risk you are positive and will require isolation en route to work (for example, in Anchorage) where there is no Hilcorp provided support available at this time. 		
Travel to Alaska	<ul style="list-style-type: none"> Travel on commercial airlines requiring passenger face coverings and completing enhanced cleaning per CDC guidance. Wear a face covering while in transit in all public areas, including in airports, airplanes, taxis/Uber/Lyft/shuttles/etc., and hotel common areas during travel to Alaska. 		
Travel to Remote Work Location	<ol style="list-style-type: none"> Do NOT report for travel if you have or have had contact with someone who has had COVID 19 symptoms in the last 14 days unless COVID-19 has been ruled out by a medical professional (your general practitioner / doctor, urgent care doctors/PAs, etc.) Note: A negative test a few days after contact with a symptomatic person does not necessarily mean that you have not contracted the virus. Contact Occupation Health to return to work. Successfully complete the pre-boarding health screening at the airport or heliport per Section 8 and provide a completed Health Log (Attachment C). This will include having a temperature taken and confirm you have been COVID-19 symptom free prior to travel. Wear a face covering in all public spaces while in transit, including in airports, airplanes, taxis/Uber/Lyft/shuttles/etc., and hotel common areas during travel to Alaska. 		
Work Location Quarantine	Your facility must have a Work Location Quarantine protocol in place which you must follow for 14 days after arrival (see requirements of Section 9 which may be altered by approval of the IC or Foreman to facilitate emergency response activity).		Practice social distancing @ work and basic infection control; see definition below.
Basic Infection Control @ Work	Practice Basic Infection Control: <ul style="list-style-type: none"> - Washing hands with soap and water for at least twenty seconds as frequently as possible or using hand sanitizer containing at least 60% alcohol - Covering coughs or sneezes (into the sleeve or elbow, not hands) - Maintaining social distancing of > 6' whenever possible - Following the applicable Mask Use Policy - Regularly clean high-touch surface - Limiting the number of people you interact with (i.e. keep your bubble small) - Avoid shaking hands and sharing tools without proper sanitization. 		

Social Distancing @Home:

Keep your distance (about 6 ft.) from others, minimize the number of people you interact with / "keep your bubble small", avoid crowded places where you cannot control your distance from others (like shopping centers, movie theaters, concerts, buses, subways, etc.) except as necessary to travel to your work location.

Social Distancing @ Work:

Keeping your distance (about 6 ft.) from others in camp setting, avoid mixing with other work groups / crews unless necessary, and as much as is practical for your specific job maintain >6' separation while working including in control rooms, during meetings, and during trainings. Limit meeting attendance and keep them < 15 minutes when possible.

This CWPP is a Safety Policy; failure to comply with a safety policy including by falsifying test results or required logs is a failure to comply with a safety policy and is subject to disciplinary action up to and including termination.

Work Location Quarantine Requirements:

The following requirements in the areas of Maximizing Separation, PPE & Face Coverings, Sanitization, and Health Monitoring are the minimum requirements for a Work Location Quarantine at a remote work location with high density, congregate living facilities which house multiple facility crew (i.e. North Slope camps). Operations Manager and Foremen may adopt more stringent requirements locally.

Maximizing Separation

When entering AK from outside, you must travel directly to your remote work location.

- When necessary due to a lack of commercially available flight times into Alaska prior to your scheduled Hilcorp provided flight to the remote work location, you may remain in Anchorage for 1 night pending travel to the North Slope.
- During this time you must comply with self-quarantine requirements while in Anchorage and travel directly from the airport to the hotel and then travel directly from the hotel to the airport with no additional stops or public interactions during your time in Anchorage. If your stay in Anchorage is longer than 1 night, you must comply with SOA Mandate 10 protocol for out of state travel until you report to work.

Maintain social distance from others (6' or greater) whenever possible by:

- Adhering to table capacity and dining area occupancy reductions while eating meals,
- Not using common areas including, lounges, game rooms, etc. to socialize when social distancing and mask use cannot be accomplished.
- Adhering to workout & exercise room minimum COVID-19 prevention protocols which require you sign-up, distances the equipment, limits occupancy capacity, prohibits group sports (basketball, floor hockey, etc.) and requires sanitization of the equipment before and after use.
- Minimizing visitors into your office and work locations.
- Wearing a mask when riding in a vehicle in the field with others.

Working during Work Location Quarantine is permitted.

- Workers will be permitted to work in their assigned location with precautions in place to minimize the risk of spread of COVID-19.
- Workers will incorporate social distancing into pre-job planning with team members (i.e., area wipe downs, body positioning, job sequencing, etc.)
- “Face-to Face” discussions are to be completed with a minimum of 10' social distancing and reduced meeting lengths to < 15 minutes whenever possible.
- Workers must minimize travel to any other facilities other than their assigned billeting and work location until they complete the 14-day self-quarantine
 - Critical operational activities which support multiple facilities such as well workover, drilling, chemical delivery, etc. are acceptable. Social distancing should be maintained and interactions with the “local” population minimized. Foremen have the authority to determine “critical operational activity”.

Follow all local control room access procedures

PPE & Face Coverings

- Wear gloves when touching shared equipment/tools,
- Wear disposable gloves in the dining hall (current practice),
- Wear a face mask in the dining hall, in shared spaces such as hallways, when transitioning between room and work location, and in any public spaces,
- Wear a face mask in aircraft, shuttles, boats, and helicopters when in transit, and
- Face masks are not required in bedrooms or in non-shared office spaces.

Sanitization

- Adopted congregate living quarters/camp cleaning protocols in accordance with CDC guidance.
- Wipe down any shared surfaces after completion of work (e.g., tools, door handles, vehicles, equipment etc.) with sanitization wipes/cloths
- Housekeeping shall optimize servicing of bedrooms/bathrooms to minimize risk of transmission while ensuring adequate sanitization. Housekeeping can provide additional bedsheets, towels, and cleaning supplies for personnel to utilize in their rooms between servicing.

Health Monitoring

- Maintain a Health Log (Attachment C) daily which includes a symptoms and body temperature,
- Immediately contact the onsite medical clinic or Occupation Health Department if experiencing any COVID-19 symptoms, and
- Maintain a daily Close Contact log (Attachment D) while in Work Location Quarantine if you are billeted at a high density camp which houses multiple facility crews (i.e. North Slope camps).