



Purpose

The purpose of this document is to summarize key COVID-19 mitigations at Kuparuk and Alpine and provide links to current procedures/bulletins. This document will be updated as mitigations change **with new or updated text between versions in red.**

This protocol applies to both Kuparuk and Alpine, however, additional guidelines may be implemented by ConocoPhillips leadership for specific workgroups.

I'm feeling sick at work

If you are experiencing any cold or flu like symptoms at work:

- **Do not** go to work.
- **Stay** in your room.
- **Contact** your camp clinic immediately and avoid contact with others.
- **Do not** leave the slope without contacting your camp clinic.

I'm feeling sick at home

If you are experiencing any cold or flu like symptoms at home:

- **Do not** travel north.
- **Contact** HR Connections if uncertain about traveling to work.

What is the definition of COVID case types?

- **Confirmed Case:** You test positive for COVID-19.
- **Suspected Case:** Medical personnel have diagnosed you with symptoms consistent with COVID-19, however you have not tested positive for COVID-19. This is sometimes referred to as a Person Under Investigation (PUI). Also, if you have been identified as a possible exposure case (close contact) and then develop symptoms, then you are considered a suspected case.
- **Possible Exposure Case (Close Contact):** Regardless of your vaccination status, you have been within 6 feet for 15 minutes (during a 24-hour period) of a person with a confirmed or suspected COVID case.

When do I need to call HR Connections?

- **Confirmed Case:** You must call HR Connections. They will work with you to manage your case and authorize your return to work.
- **Suspected Case:** You must call HR Connections. They will work with you to manage your case and authorize your return to work.
- **Possible Exposure Case (Close Contact):** You do not need to call HR Connections. If you are on the slope when you learn that you are a close contact, you must inform the Medical Clinic. Medical will work with you to manage your case.

HR Connections	Kuparuk KOC Clinic	Alpine AOC Clinic	Alpine AEC Clinic
(877) 812-7547	(907) 659-7230	(907) 670-4100	(907) 670-4505

HR Connections hours of operation are Monday – Friday 8am to 5pm Central time and Sunday 2pm to 5pm Central time. If calling after these hours or an agent doesn't answer your call directly, leave a message and anticipate a return call by the next day.



What should I do if I test positive for COVID-19 or was exposed to COVID-19?

Off Slope

- Regardless of your vaccination status, **if you have been exposed to COVID-19** within the past 14 days, you must test on day 4 or later following exposure. This test can be done on the day of travel to the slope at the Beacon airport testing station. However, you may want to test before arriving at the Anchorage airport. You may return to work only after being tested on the day of travel and only if the test is negative and you have no symptoms. Upon returning to the slope, you must wear a face covering and social distance regardless of your vaccination status for 14 days after exposure.
- **If you test positive for Covid-19**, you may not return to the slope until you **have two negative tests taken at least 24 hours apart or a 10-day isolation period has passed, and you have had no symptoms in the 24 hours before returning. The 10-day period starts upon your positive test taken date or the onset of symptoms, whichever is earlier.** You must be released by HR Connections before returning to work.

On Slope

- Regardless of your vaccination status, **if you have been exposed to COVID-19** within the past 14 days, you will be tested upon identification of the exposure and again on day 4 after the exposure. You may return to work immediately if you do not have symptoms, wear a face covering and social distance for 14 days after exposure. If your Southbound flight occurs within 14 days from the date of exposure, you will also be tested on the day of travel.
- **If you test positive for Covid-19**, you will be required to isolate until **10** days have passed and you have had no symptoms in the prior 24 hours. **The 10-day period starts upon your positive test taken date or the onset of symptoms, whichever is earlier.** In most cases, you will be flown off the slope before the end of your isolation period. You must be released by HR Connections before returning to work.
- Vaccinated individuals are not exempt from on-site proactive targeted testing that may be performed on the slope on an as-needed basis.

What type of COVID test should be performed?

- PCR tests are preferred in most cases, including for COVID screening.
- For possible exposure cases (close contacts), PCR tests should be used during the first 4 days following exposure. Antigen or PCR tests can be used on or after day 5.
- For individuals that have tested COVID positive, if they are going to use **two** negative tests **taken at least 24 hours apart** to return to work before **10** days have passed, then antigen tests should be performed.

Where can I get tested for COVID-19 while at home?

Free COVID-19 tests are available at numerous locations across the United States. Visit this link to find a testing center near you.

<https://www.hhs.gov/coronavirus/community-based-testing-sites/index.html>



I'm a Supervisor of a PUI or positive COVID-19 case

If you are the Supervisor to a Person Under Investigation (PUI) or a positive COVID-19 case, this is what you can expect:

- The clinic PA will notify you that your employee has been identified as a PUI or a positive COVID 19 case. The employee will be isolated in a dedicated quarantine room.
- Work with your employee to **identify** contacts of less than six feet for a cumulative total of 15 minutes or more within any 24-hour period starting two days prior to the onset of illness.
- **Notify** close contacts within your organization as soon as possible.
- A Close Contact Tracing Team member will collect your close contact list and ensure that supervisors of close contacts with other companies are notified.

Expectations for All

Everyone is expected to mitigate the risk of transmitting or contracting COVID-19 to the greatest extent possible.

- **Reduce or eliminate** in-person meetings - use alternative technologies.
- **Eat** in your own room or office whenever possible.
- **Limit** discretionary contact during and after work.
- **Maintain** at least 6-feet of separation from others whenever possible.
- **Take** appropriate precautions when conducting shift changeout.
- **Comply** with current masking protocols
- **Consider** participating in the [BCTV program](#) while traveling within the field and at work locations when being near others is unavoidable. This may help you avoid being categorized as a close contact.
- **Sanitize** your work areas on a regular basis.

Expectations for Leaders

Leaders at all levels are expected to support these mitigations with the following actions:

- **Onboard** new employees and short service contractors with a specific focus on COVID-19 mitigation requirements.
- **Monitor and enforce** physical distancing and mask usage expectations.
- **Be a good example** for the workforce by being consistent in your own mask usage and physical distancing.
- **Encourage** your workforce to get vaccinated.
- **Be a voice** of positive support for these mitigations.



**ConocoPhillips
Aviation**

Critical information for traveling on COPA Aviation aircraft:

- Regardless of vaccination status, do not travel on ConocoPhillips aircraft **if you are experiencing cold or flu like symptoms.**
- **Wear face coverings** in the boarding area, on the plane, and on the bus.
- Individuals **with a Permanent Access Card** (obtained from Beacon) may bypass health screening at the airport and proceed directly to the gate.
- Individuals **without a Permanent Access Card** must complete health screening at the airport prior to boarding.
- **If you were exposed to COVID-19** during the previous 14 days (close contact) you may travel on ConocoPhillips aircraft if you meet ALL of the following requirements:
 - Tested negative on day of travel
 - Remain symptom free
- Close Contacts traveling between Kuparuk and Alpine **must receive approval** from the COVID Incident Commander associated with their destination.
- **You must comply** with public air carrier COVID-19 travel restrictions and **may not utilize** the critical infrastructure letter to bypass public air carrier requirements.
- The Business Critical Traveler Volunteer (BCTV) program allows travelers to utilize specific PPE to reduce their risk of contracting COVID-19 or being identified as a close contact. More information about the BCTV Program can be found in the [BCTV Program](#).
 - **Food and drinks may not be consumed while participating in the BCTV Program.**

**Entering the field
via Deadhorse
instead of COPA
Aviation**

A 7-day COVID card or Permanent Access Card **is required** for anyone entering the field via Deadhorse instead of COPA Aviation and plans to access COPA camps/facilities.

Access cards may be obtained from Beacon’s clinic behind Little Red Services camp with COPA Superintendent level approval. All approved requests must be sent to the Testing Coordinator at n2597@ConocoPhillips.com 24hrs before visiting the Beacon clinic.

Beacon clinic contact info and hours of operation:

- Phone: 907-659-2699
- M, W, F, S & Su 6am to 6pm
- Tu & Th 6am to 8pm

Work Permitting

To minimize close contact between Operators and personnel seeking work permit authorizations, “touchless permit” procedures have been implemented at both Alpine and Kuparuk facilities

Alpine Procedures	Kuparuk Procedures
Alpine Touchless Permit Procedures are workgroup specific. See your supervisor for details.	Kuparuk Touchless Permit Procedure

Wellness Facilities

Wellness facilities are open with the following restrictions:

- **Always maintain** physical distance as posted in the exercise room.
- Follow posted occupancy limits.
- Facial coverings are encouraged, but not required.
- **Sanitize** equipment and/or floor mats before AND after use.
- **Follow requirements** posted on the entry doors and within the facilities.