



During these exceptional times, the need for effective workforce engagement and dialogue is more important than ever and **SI 971** still provides an effective way of achieving this.

Compliance with the regulations requires to consult safety reps in good time, with regards to ***“the introduction to the installation of any measure which may substantially affect the health and safety of the workforce”*** (SI 971 Regulation 23 - Duties of installation operators and owners, and employers)

Examples of good practice to comply with regulation include:

- **safety committees** meet at more regular intervals than is required in the legislation. The purpose of these additional meetings is to gather current workforce concerns around COVID-19 so the duty holders can work with the employees to alleviate any concerns
- safety reps who are **not currently on the platform** can also join meetings remotely to keep them informed for when they are mobilised

Further guidance on SI 971 can be found via the following links:

Elected Safety Rep guide:

<https://www.stepchangeinsafety.net/resources/elected-safety-rep-guide/>

Elected Safety Reps - How to support SI971 from onshore :

<https://www.stepchangeinsafety.net/resources/elected-safety-reps-how-to-support-from-onshore/>

Elected Safety Reps - OIM, site manager & supervisory responsibilities:

<https://www.stepchangeinsafety.net/resources/elected-safety-reps-oim-site-manager-supervisory-responsibilities/>

Examples of current practice and methods used for communication and consultation are as follows:



Current Practice – Communication and consultation



1	Daily COVID-19 update emails to the workforce
2	Daily COVID-19 updates provided at start of shift meetings
3	COVID-19 specific sections in OIM inductions and offshore safety meetings
4	Safety rep meetings/forums across all sites allowing safety reps to engage directly with leadership giving opportunities to raise issues, provide feedback and track actions. Examples include weekly and fortnightly meetings.
5	Dedicated COVID-19 information source such as a SharePoint/company website/ Microsoft TEAMS page. It should be easy for the workforce to access up-to-date information on current emergency response procedures, COVID-19 guidance, FAQs and useful links such as Step Change in Safety Covid-19 website.
6	Dedicated online location to raise concerns and questions anonymously (such as a Microsoft forms site)
7	Safety Rep TV – key messages on tv screens
8	Text message service to issue information prior to mobilisation
9	Following COVID-19 related medevac's, provide quick and accurate information to the workforce
10	Engagement of safety committees early on in the implementation of new practices, such as offshore social distancing guidance. Provide an opportunity for committees to test guidance and provide input and ideas.
11	Include reps in any risk assessments or management of change that are required to continue certain operations / activities during this period