

### Current practice to lessen transmission risk - Onboard

NB - Information current at time of issue on 07/01/21 - it is not exhaustive and is not intended to replace existing obligations for managing wider health, safety and environmental aspects

Ref.	Measure Description	Status
	<b>Accommodation</b>	
1	Welfare facilities – reduction of recreational seating to achieve increased distancing, define max number for cinema etc, rec rooms could double-up as large meeting rooms	
2	Reduce the number of chairs available in communal areas, ensuring adequate distance is in place between the remaining chairs	
3	Face coverings to be worn within communal accommodation areas, particularly where social distancing is not practical	
4	Tea Shacks – reduced seating with marked up increased distancing and staggered break times	
5	Mess – communal condiments, jars, dishes, cartons etc - replaced by individual sauce, sugar, salt & pepper sachets, milk tubes	
6	Mobilise additional catering crew for frequent sanitisation of the accommodation door handles, handrails, communal toilets and similar touch-points etc.	
7	Staggered meal-times to decrease numbers sharing a table or queueing	
8	Food handlers to serve food rather than individuals using buffet style ‘help yourself’	
9	Individually wrapped ‘tab-nabs’	
10	Additional sanitiser available for use around site for increased personal hand hygiene routines	
11	Cutlery pre-wrapped in napkins and laid on tables or issued by catering team	
12	Display tape on the floor to encourage increased distance between people whilst queuing to be served	
13	Nominated person should ensure each individual uses hand sanitiser before/at entry to galley	
14	Display signs to encourage people to wash hands before and after eating	
15	Mobile phone/electronic device usage will not be allowed in galley during meal service	
16	Single occupancy cabins per shift, no same shift sharing, rooms sanitised after normal cleaning, room serviced each shift (consider cohorting)	
17	Consider if single occupant washrooms is possible	
18	Avoid critical roles sharing the same cabin where possible – use cohorting system	
19	Identify isolation cabins for suspected cases and how these individuals needs will be attended to	
20	Close recreation rooms twice a day to allow for touch-point sanitisation – including gym	

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	Offices	
21	Saunas closed	
22	All gym users to use disinfectant and clean all equipment before and after use – use of perspex screens between pieces of equipment	
23	Stagger times for gym users and restrict access to limited number of individuals at a time, applying social distancing rules	
24	Conduct local risk assessments and implement control measures	
25	Substitute large town halls with smaller departmental meetings	
26	Permit meeting to be reduced to key personnel only eg. OSP, OSM, HSEA and OIM	
27	Reduce the number of meetings (where possible), do not gather groups of people together unnecessarily	
28	Morning TBTs to be held by departments rather than large groups	
29	Office management – reduction of desks / occupancy to achieve increased distancing	
30	High-traffic offices – tape barriers in place to reduce number of personnel entering	
31	Control of Work & Permit issue – mitigation to minimise close contact and queueing	
32	Gas monitors to be cleaned with sanitiser wipes at end of every shift	
33	Floor to be marked out with increased distancing for people when queueing to collecting gas monitors or getting permits signed	
34	Consider social distancing measures needed for critical positions i.e. CROs. Discourage people from congregating in the control room	
35	Cleaning rota to be developed within production team for sanitising surfaces, door handles, phones, keyboards etc within the CCR	
36	Sanitising hand gel available in the CCR	
37	Increase frequency of sanitisation in all communal areas e.g. offices, boot-rooms, bathrooms, workshops, etc	
38	Tannoy announcements to be made reminding all personnel of good hygiene practice requirements like regular handwashing and the use of hand sanitisers	
39	Cleaning equipment (spray/cloths) to be provided on each level of accommodation to allow supplementary cleaning by individuals	
40	Emergency Response Procedure / Isolation Plan / Travel Guidance – clear procedures and guidance in place and made known to all relevant POB	

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	<b>Emergency Response &amp; Misc.</b>	
41	Manning levels reduced if possible but sufficient to manage MAH risks to ALARP levels – risk assess	
42	The usual OIM briefing on arrival to the asset includes: specific information on the social distancing measures, details for contacting the medic should you display symptoms e.g.	
43	Repeated and regular communication about the facts of the virus (spread, symptoms, action etc)	
44	Consider if it would be beneficial to have rapid test kits onboard for confirming suspected cases	
45	Planned Additional Scopes – forthcoming work considered to maintain current POB levels	
46	Continuously monitor work-team make-up and competence – in particular roles in emergency procedures	
47	Weekly ER Drills – issue guidance on how to conduct these maintaining social distancing, test to ensure suitable response time still achieved	
48	Notice Board – dedicated COVID-19 information board	
49	Muster in outside spaces where possible	
50	Potential to move muster stations	
51	Complete musters in smaller groups	
52	Consider no breaking of containment out-with the fab shop to reduce likelihood of going to GPA, any lifts over live plant, electrical work that might impact on telecoms, etc	
53	Additional on-site support for onboard medics	
54	All bond payments will be contactless card payments to minimise contamination via cash handling	

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