NETHERLANDS OIL AND GAS EXPLORATION
AND PRODUCTION ASSOCIATION

COVID-19 Procedures NOGEPA and Den Helder Airport

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These procedures were established in cooperation with and contributions from:

- CHC Helicopters Netherlands
- Belair
- Heli Holland
- Den Helder Airport
- NOORDWEST services & security
- MediMare
- Peterson
- NOGEPA members

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Date	Suggested by	Amendment	Accepted	Implemented	Paragraph
27-03-20	Tacoma	Communication with State Supervision of Mines on Cat C evacuation	OPCOM-HSECOM	01-04-20	8.3 and 9
30-03-20	Oppentocht	Communication with Coastguard on medevacs and empty platforms	OPCOM-HSECOM	01-04-20	9
27-3-20	Spirit	Update contact details	NOGEPA	01-04-20	Appendix 8
30-03-20	WINZ	Review of screening conditions to avoid shortage of personnel offshore?	OPCOM-HSECOM		
29-03-20	Total	After Cat C and Cat B flights from K5CC: is it necessary to disinfect heli between two Cat-B flights to the same platform? Leads to (unnecessary?) time loss. Advice Sven Daam: not necessary.	OPCOM-HSECOM	01-04-20	8.2 and 8.3
30-03-20	Sven Daam	Vulnerable groups: proposal to use definitions in accordance with criteria RIVM. Personnel to be informed by operator. Flyer NL/EN at DHA as information to passengers, not as screening criteria for medic on duty at DHA.	OPCOM-HSECOM	01-04-20	4, 5.1 Appendix 2
31-03-20	DHA-group	For exchange of life vests: heli operators can carry 0.5 litre bottles of disinfectant. HLO should take this out of the baggage compartment for cleaning of life vests before handover to next passenger. If agreed, this can be implemented swiftly.	OPCOM-HSECOM	01-04-20	9.1 Appendix 5
01-04-20	DHA-group	When a back-up doctor determines that a person on a platform is Category C, this person should be evacuated a.s.a.p.	OPCOM-HSECOM	01-04-20	7.2
01-04-20	Peterson	If people in one Cat-B helicopter share a taxi, is there a need for limiting the max nr of passengers to two? NOGEPA medical advisor confirmed that as long as all Cat-B passengers were on the same Cat-B flight, there is no objection to transport max 4 persons in the taxi bus.	Daam, Tacoma	01-04-20	12.2
01-04-20	CHC and Bel Air	Explanatory pictures seating arrangements Category B flights	Tacoma	01-04-20	Appendix 6
06-04-20	Tacoma	Factual corrections: • 1st and 3rd bullet of paragraph 8.1 were amended to align	Van der Kruijff	06-04-20	Various

Date	Suggested by	Amendment	Accepted	Implemented	Paragraph
		with paragraph 7.5 (disinfection life vests) • Three helicopter schemes replaced			
06-04-20	Sven Daam	NOGEPA back-up doctors all advise passengers on helicopter flights to use surgical face masks (similar to OGUK)	OPCOM-HSECOM	08-04-20	9.1, 9.2, 9.3
07-04-20	CHC and Bel Air	Cockpit separation: implementation and scenarios	OPCOM-HSECOM	08-04-20	10 + Appendix 6
07-04-20	CHC and Bel Air	Cleaning procedures life vests	OPCOM-HSECOM	08-04-20	Appendix 5
08-04-20	NOGEPA, CHC, Bel Air	Re-structuring of the document to improve readability		28-04-20	All
15-04-20	Neptune	Exemption for self-quarantine	OPCOM-HSECOM	28-04-20	4
18-04-20	Dana	Clarification on priorities parallel Category C and/or Category D flights	DHA 17:00	28-04-20	7.2
22-04-20	Peterson	Registration of Cat B, C and D in Vantage	DHA 17:00	28-04-20	7.5
	Various	Improved communication around Cat C and Cat D	OPCOM-HSECOM	28-04-20	8.3, 8.4
	Various	Improved communication around arrival and onward travel of Cat B and C passengers	OPCOM-HSECOM	28-04-20	10.2, 10.3
27-04-20	Daam	COVID-19 testing for returning Cat C passengers at Den Helder Airport	OPCOM-HSECOM	28-04-20	11.4 Appendix 7
27-04-20	Daam	Amendment questionnaire screening DHA to accommodate hay fever	DHA 17:00	28-04-20	Appendix 1
22-04-20	CHC, Bel Air	HLO alert as amended Annex: seating arrangements in helicopters with cockpit separators, use of face masks	OPCOM-HSECOM	28-04-20	Appendix 6
14-05-20	NOGEPA	Improved tekst on temperature measurements	Chairs OPCOM, HSECOM	15-05-20	5.2
14-05-20	CHC, Bel Air, NOGEPA	Amendment procedure on distribution / use face masks	OPCOM, HSECOM	15-05-20	6.2
14-05-20	NOGEPA	Seating configuration to normal	OPCOM-HSECOM	15-05-20	10, 10.1, 10.2, 10.3, Appendix 6
14-05-20	DHA	Optimization of flight planning and communication	DHA	15-05-20	13
10-06-20	NOGEPA	Issue point face masks	Members NOGEPA Network Business Continuity	17-06-20	6.2 9.1 9.2

Date	Suggested by	Amendment	Accepted	Implemented	Paragraph
11-06-20	NOGEPA, CHC, Bel Air	Offshore helicopter shutdowns	DHA 17:00	17-06-20	10
15-06-20/ 18-06-20	CHC	HLO alert in Annex 6 amended on face masks + Cat. C Dedicated helicopter replaced by regular helicopter operator	DHA 17:00	18-06-20	Annex 6
18-06-20	NOGEPA	Category C evacuation by means of a dedicated helicopter performed by the regular helicopter operator.	DHA 17:00	18-06-20	7.2 9.3 10.3
09-07-20	NOGEPA	- Amendment of the DHA screening procedure (questionnaire) - Back-up docters should contact regular helicopter operator for Category C flights, not Bel Air - Inventory of POB in case of Cat C flight should not rest with back-up doctor to avoid delays in evacuation	Chairs OPCOM, HSECOM, medical advisor	10-07-20	4, 8.3, Appendix 1 Appendix 4
30-07-20	NOGEPA	- Minimum requirement for personnel working offshore from red-orange-yellow-green regions. - Definition of Category B person.	Chairs OPCOM, HSECOM	07-08-20	4 4.1 7.3 7.4 7.5
19-08-2020	NOGEPA	- In accordance with new policy Rijksoverheid, shortened quarantine periods from 14 days to 10 days	Chairs OPCOM,HSECOM	19-08-2020	4.1 7.5 Appendix 1
09-09-2020	NOGEPA	- Sharpening definition of Cat. B. - Transport of goods and pax outbound.	Bart Smits	14-09-2020	7.3 7.4 8.2 8.3 10.1 10.2 10.3
11-11-2020	NOGEPA	General update as discussed in BC meeting of 21-10-2020, specifics (chapter/ paragraph): • § 1: Textual changes only. • § 2: Textual changes only. • § 4.1: Simplification • § 6.2: New paragraph on face masks at DHA • § 6.3: addition of 2nd bullet • § 8.1: Change in 3rd bullet • § 8.3: Change under 1st bullet	Bart Smits	11-11-2020	1 2 4.1 6.2 6.3 8.1 8.3 10 10.1 10.2 10.3 11.1 Appendix 1

Date	Suggested by	Amendment	Accepted	Implemented	Paragraph
		• § 10: Reinstate use of manifests offshore • § 10.1: Cat. A Normal Heli Ops. 1st Bullet reduced. • § 10.2: Removal 'inbound flight' in 1st bullet, addition in 5th bullet, addition extra last bullet. • § 10.3: Removal 'inbound flight' in 1st bullet, addition in 5th bullet • § 11.1: Change in 2nd bullet. • Appendix 1: Changed questionnaire for screening. • Appendix 3: Added 3rd bullet in text box. • Appendix 7: Added paragraph of role back-up doctor under 'Test results'. • Whole document: change mouth mask to face mask			Appendix 3 Appendix 7

1 Introduction

With these procedures, the offshore oil and gas operators, Den Helder Airport and helicopter operators put in place measures to prevent spreading of the SARS-CoV-2, the virus that causes COVID-19 to offshore installations as much as possible. As the COVID-19 pandemic has spread in all regions internationally, this procedure also provides measures for individuals who have travelled internationally before coming to Den Helder Airport. This procedure puts measures in place to evacuate people who, according to the advice from the back-up doctor, have symptoms that indicate a case definition "Suspicious case COVID-19".

It should be noted that measures are in place to evacuate people from platforms in case of COVID-19 suspicion.

Oil and gas production is defined as one of the vital functions in the Dutch society. The oil and gas industry has the responsibility to do what is necessary to maintain the offshore gas production. The safety of individual workers and the colleagues around them is a prerequisite for our operations.

The intent of the arrangements is to adhere to the RIVM criteria as closely as possible. In specific cases where RIVM criteria cannot be met, alternative measures were put in place which should lead to a comparable level of protection. The NOGEPA medical advisor has checked such alternative measures with GGD and RIVM. Keeping a distance between passengers of 1.5 meters in a helicopter is not practicable. Therefore, additional levels of protection were put in place: (1) screening of passengers at Den Helder Airport and (2) the use of surgical face masks by all passengers.

With regard to the use of face masks, it is important to know that we received explicit confirmation that the masks that were ordered do not impact the need from the Dutch medical health care for PPE.

2 Goal

Goal of this procedure is to:

- Minimize the risk of workers, their colleagues and pilots being infected by the SARS-CoV-2 virus;
- Ensuring safe transport of workers, either by regular flight operations, or, in case of COVID-19 suspects, by means of dedicated helicopter operations;

These procedures do not in any way replace SAR medevac procedures.

3 Definitions

1. **E&P operator:** one of the oil and gas operators, members of NOGEPA;
2. **Helicopter operator:** CHC, Belair, NHV and/or Heli Holland;
3. **COVID-19 suspect**: A person who, according to the back-up doctor, meets the case definition "Suspicious case COVID-19";

4 Pre-screening of personnel prior to travelling to Den Helder Airport

E&P operators are urged to make sure that personnel travelling to Den Helder Airport for helicopter flights to offshore installations do not have any symptoms that would elevate the risk of COVID-19 infection offshore. This means that the operator should actively urge anyone with symptoms as mentioned in paragraph 5 and anyone who meets the criteria in Appendix 1 to stay home.

An E&P operator may apply stricter screening criteria than those mentioned in paragraph 5. The screening criteria in paragraph 5 are considered a minimum for transportation to offshore installations.

An E&P operator should inform personnel planning to travel to an offshore installation about the NOGEPA advice for personnel in specifically defined risk categories. The advice (NL and EN) is contained in **Appendix 2**.

4.1 Personnel that has been in green/yellow/orange/red country-region last 10 days

The Dutch government has published information relating to 10-days self-quarantine for people from high-risk countries/ areas entering the Netherlands.

The following minimum requirements apply to personnel coming to the Netherlands from a country or region were risk of a coronavirus infection is deemed high. These regions are rated in the colour code as published by the Dutch Government on:
https://www.nederlandwereldwijd.nl/documenten/vragen-en-antwoorden/welke-landen-hebben-welke-kleurcode.

- **Red countries/ regions:**
  Operators will do their utmost to prevent mobilisation of personnel from countries/ regions indicated in red on the map of the above website of Dutch Government.

- **Orange (amber) countries/regions:**
  Operators will requirement will comply with the quarantine requirements as indicated by the Dutch Government, for counties/ regions that are indicated in orange (amber). Given the status of the E&P industry as vital industry for the Netherlands, operators can deviate from the requirements using a risk based approach and appropriate mitigating measures.

- **General:**
  The Dutch government has regarded the E&P industry as a vital industry. As such, people for necessary work in the energy sector (work on oil and gas platforms and at wind farms, and for offshore companies that provide services to this sector) may temporarily leave self-quarantine to travel. NOGEPA members agreed to only make use of this exemption and deviate from this when senior management grants a deviation, thereby specifying additional mitigating measures that may include a PCR test.

5 Screening of passengers upon arrival at Den Helder Airport

Upon arrival on Den Helder Airport, passengers will follow two elements of additional screening. This screening procedure is considered to be a backstop procedure for the screening procedure applied by operators as described in paragraph 4.

A medic is on duty at Den Helder Airport to implement the screening procedure.

5.1 Questionnaire

- Upon arrival at Den Helder Airport, passengers will be required to answer questions, which are intended to identify possible risk of COVID-19 infection.
- No records will be made of the answers of passengers to these questions.
- If the answers to questions reveals an elevated risk to the passenger or colleagues, the passenger will be refused to board the helicopter and will be requested to leave Den Helder Airport immediately.
- All passengers will be informed about the NOGEPA advice for personnel in specifically defined risk categories. A leaflet (NL and EN) will be handed out to passengers.

See **Appendix 1:** Questionnaire for screening passengers at Den Helder Airport.
See **Appendix 2:** Additional information, intended for persons in a risk category

5.2 Temperature measurement

The temperature of passengers will be measured in order to identify elevated risk of COVID-19 infection (IR camera). If the temperature of a passenger is measured to be more than 38 deg.C., then the passenger will be refused to proceed and will be requested to leave Den Helder Airport immediately.

If the medic on duty suspects other relevant symptoms than fever, he/she may examine the passenger involved. Depending on the outcome of the examination, the passenger may be refused to proceed. In case of doubt, the medic on duty may seek advice from the NOGEPA medical advisor.

Data on temperature measurements are not processed or stored. No records will be made of any medical examinations during this screening.

5.3 Screening procedure by medic

1. Upon entry at DHA, all passengers shall answer all relevant questions of the questionnaire.
2. Only passengers who answer questions satisfactorily can proceed to temperature check.
3. Passengers with measured temperature of 38.0 degr. C. or more shall not be allowed to proceed.
4. The medic on duty may examine any passenger if he/she suspects either of the following symptoms, despite of the measurement of temperature:
   a) Cold
   b) Coughing
   c) Sore throat
   d) Fever (>= 38.0 degr. C)
   e) Shortness of breath

   In case the medic on duty is convinced that either of these categories are fulfilled, the passenger shall not be allowed to proceed.
5. Passengers who refuse to answer one or more questions of the questionnaire and/or refuse to be temperature checked shall be refused to proceed.
6. A passenger who does not meet the criteria 1 - 5 shall be summoned to leave the airport immediately.
7. Passengers passing all criteria 1 - 5 shall be allowed to proceed to check-in.

5.4 Protective measures for desk personnel and medic on duty

- Personnel sitting at the “COVID-19 desk” on DHA shall keep a distance of at least 1.5 meter of all passengers, preferably behind a glass screen.
- When the medic on duty is at a distance of less than 1.5 meters of passengers, he/she shall wear gloves and a mouth cover. The face cover is preferably FFP2. If FFP2 is not available, FFP1 is considered to be an alternative option.[1]

[1] See also: https://lci.rivm.nl/richtlijnen/covid-19 (tabel Preventieve maatregelen voor zorgmedewerkers)

6 Check-in at DHA

6.1 Distance at check-in and in the waiting area

- Passengers who were allowed to proceed to the check-in / waiting areas shall keep a distance of at least 1.5 meters. This applies even more so to passengers in the waiting area, waiting for different flights.

6.2 Face masks at Den Helder Airport

- All passengers, visitors and employees at Den Helder Airport must use their own face mask (non-medical fabric face mask).
- People not wearing a face mask can be approached by a security employee in accordance with Den Helder Airport's sanctions policy.
- In the restaurant, the face mask may be removed for the use of food and drink.
- Incoming passengers keep the face mask on until they have left the station building with their luggage.
- Above measure an extension of the Den Helder Airport Airport Regulations.

6.3 Face masks for passengers

- All passengers flying out from Den Helder Airport will receive two face masks when receiving the survival suit. One for the flight to the offshore installation, one for the flight back to Den Helder.
- All passengers are required - from the security check onwards - to replace the wearing of their own face mask with a face mask that was received with their survival suit. It is the responsibility for the passengers to respect the 1,5 meter social distance in the airport buildings.
- E&P operators should make sure that sufficient spare non-medical fabric face masksand “interfield masks” are available on platforms in case of damage or loss.
- On inter-field flights: The E&P operator should make sure that sufficient non-medical fabric face masks are available on the platforms for inter-field flights. One mask can be worn on outgoing and return flights.
- E&P operators should make sure that appropriate containers are placed on a logical and safe place for disposal of used face masks.
- Such a container will also be available in the arrival hall at Den Helder Airport.

7 Classification of personnel on offshore installations by the back-up doctor

Personnel arriving at offshore installations have passed the screening procedure from the operator as well as the screening procedure at Den Helder Airport. This means that there was no reason to suspect COVID-19 infection upon departure to the offshore installation. There may be situations that persons become ill during a shift of 2-3 weeks. When a person on an offshore installation reports ill with relevant symptoms, the back-up doctor shall be consulted.

The back-up doctor is in charge to make an assessment whether or not a person meets the criteria for a case definition “Suspicious case COVID-19”.

In case of a COVID-19 suspect, the person involved will be evacuated by means of a dedicated helicopter. The measures in place (below) also involve steps in relation to preventing possible spreading to other persons on the platform. To that end, all other personnel on board is classified. The categorization of POB determines the classification of conditions for helicopter transport to DHA and precautionary measures for such transport.

7.1 No person on board reporting ill: Category A - normal operations

If nobody on board a platform has COVID-19 symptoms, there is no need to consult a back-up doctor.

7.2 Person reporting ill - consultation with back-up doctor

If a person on a platform reports ill, the back-up doctor shall be consulted. Only the back-up doctor for the offshore installation determines, amongst others according to criteria in **Appendix 3**, if meets the criteria for a case definition “Suspicious case COVID-19” or has indications of a regular cold or flu or other symptoms.

When the back-up doctor concludes a case definition “Suspicious case COVID-19”, he/she determines whether there is a need for evacuation by means of SAR helicopter or whether the patient can be evacuated by means of a dedicated helicopter (i.e. without medical assistance). The following classification applies:

⇨ **CATEGORY C:** Patient who is, according to the back-up doctor, COVID-19 suspect but not in critical state and able to travel without medical assistance.

⇨ **CATEGORY D:** Patient who, according to the back-up doctor, needs medical assistance and should not travel alone. Only SAR can transport.

- In case of a Category C (i.e. not critical), the back-up doctor will contact the logistic department of the E&P Operator (Appendix 8) to initiate an evacuation by means of a dedicated flight (performed by the regular helicopter operator). This Category C evacuation should be carried out as soon as possible in order to avoid deterioration of the patient’s condition.
- In case of a Category D the back-up doctor will contact the Coastguard to initiate an evacuation by means of the SAR helicopter.
- In case of two or more simultaneous Category C and/or D notifications, the back-up doctors involved shall determine the priorities. When back-up doctors are not able to reach agreement, the back-up doctors shall present the cases to the NOGEPA medical advisor who will then decide on priorities.

7.3 Classification of other persons on board offshore installation by medic and/or OIM with back-up doctor

When the back-up doctor has concluded that a person on a platform is Category C or Category D, a list shall be made, with all other persons on board. The persons on this list shall be classified by the medic and/or OIM in cooperation with the back-up doctor in accordance with the following criteria:

⇨ **CATEGORY A:** Person on a platform who HAS NOT BEEN within a range of 1.5 meters of a person in Category C or D: normal operating conditions apply: see paragraphs 8.1, 9.1, 10.1, 11.1, 12.1).

⇨ **CATEGORY B:** Person on a platform with a COVID-19 suspect (Category C or D) who, or person who has been in contact with a COVID-19 suspected person onshore who:

- has been longer than 15 minutes within a range of 1.5 meters of the COVID-19 suspect 48 hours before the covid-19 suspect started to develop symptoms
- If there was a high risk contamination situation shorter than 15 minutes in 48 hours before the covid-19 suspect started to develop symptoms (for example: coughing in the face or direct physical contact)

Examples are the persons who have been working in the same team in the 48 hours before the covid-19 suspect started to develop symptoms, the cabin mate etc. These persons must be isolated until the test result of the CAT C person is known.

Persons who do not adhere to this definition remain CAT A and must remain vigilant when developing symptoms.(For example: persons that were longer than 15 minutes in the same room as the suspected person but at a distance of more than 1,5 m.)

- Specific conditions apply: see paragraphs 8.2, 9.2, 10.2, 11.2, 12.2.

7.4 Summary classification of persons on offshore installations

The result of the steps in paragraphs 7.2 and 7.3 is a classification of persons on board:

⇨ **CATEGORY A:** Person on a platform who HAS NOT BEEN within a range of 1.5 meters of a person in Category C or D: normal operations.

⇨ **CATEGORY B:** Person on a platform with a COVID-19 suspect (Category C or D) who, or person who has been in contact with a COVID-19 suspected person onshore who:

- has been longer than 15 minutes within a range of 1.5 meters of the COVID-19 suspect 48 hours before the covid-19 suspect started to develop symptoms
- If there was a high risk contamination situation shorter than 15 minutes in 48 hours before the covid-19 suspect started to develop symptoms (for example: coughing in the face or direct physical contact)

⇨ **CATEGORY C:** Patient who is, according to the back-up doctor, COVID-19 suspect but not in critical state and able to travel without medical assistance.

⇨ **CATEGORY D:** Patient who, according to the back-up doctor, needs medical assistance and should not travel alone. Only SAR can transport.

The POB classification is summarized in the **Appendix 3:** flowchart categorization POB.

7.5 Registration of Category B, C and D in Vantage

To maintain an accurate POB (Persons On Board) Vantage POB needs to be used for all flights including manifesting of all passengers joining the applicable flight.

A category B is a person on a platform with a COVID-19 suspect (Category C or D) or person who has been in contact with a COVID-19 suspected person as defined under paragraph 7.4.
It is known that an incubation time of ten days needs to be taken in account to make sure whether or not the illness develops. A Category B person who has the platform and flown back to the beach should not return to work before the incubation time (10 days) has expired.

To monitor this, operators are asked to inform the Vantage detail department about this situation by e-mail to psl@onepeterson.com

NB: Dana Petroleum and Total E&P need to inform their own planning department.

In the e-mail the following information should be made available;

- Name of passenger,
- Vantage ID,
- Date of last close contact (< 1.5 meters or high risk contamination situation, refer to paragraph 7.4) of the Category C or Category D patient *(**not** the date of the return flight).*

The Vantage detail department will flag the person in Vantage POB. This will make it impossible to manifest the person on an outbound flight. After the 10-day period the flag is taken away and this makes it possible for the passenger to be booked and manifested again.

8 Care of patients on board of offshore installations and preparation for helicopter transport

8.1 CATEGORY A

- Category A does not involve a patient, it concerns normal operations: “Business as usual.”
- If someone has symptoms, of which the back-up doctor concludes it does NOT represent a case definition “Suspicious case COVID-19”, the person involved should stay in his cabin and avoid contact with colleagues.
- Wait for the cold or flu to pass and follow any other advice that the back-up doctor gives If after 48 hours the person still has symptoms and the backup doctor still concludes this does not represent a case definition “ Suspicious case COVID-19”, the person involved can be brought to shore on a regular flight.
- Monitor the condition of the person involved.

8.2 CATEGORY B

- Category B does not involve a patient, i.e. no specific care needed. But his/her proximity to a suspected COVID-19 patient requires precautionary measures.
- Monitor the condition of this person.
- When the person develops symptoms during his/her stay on board the offshore installation:
    - Self-isolation: stay in the cabin and avoid contact with colleagues;
    - Contact the back-up doctor for advice and possible (re-) classification.
    - When person has to leave the cabin: preferably use face cover or else use paper tissue, wear gloves.
- For helicopter transportation, “mixing of Categories” is not allowed on the inbound flight. The outbound flight may transport goods and pax. The amount of pax going outbound is not more than the number of pax going inbound as strong regulations with regard to packaging of life vests as dangerous goods apply.

8.3 CATEGORY C

- In case of a suspected COVID-19 person on board the offshore installation, the back-up doctor will:
    - Inform the logistics department of the oil and gas operator concerned (see appendix 8 - Contact details E&P operators) about the need for a Category C evacuation.
    - Fill and sign **Appendix 4** and send the document by email to the helicopter operator concerned.
- This Category C evacuation should be carried out as soon as possible in order to avoid deterioration of the patient’s condition.
- For helicopter transportation, “mixing of Categories” is not allowed. The outbound flight may transport goods and pax. The amount of pax going outbound is not more than the number of pax going inbound as strong regulations with regard to packaging of life vests as dangerous goods apply.
- Isolate the person involved.
- Monitor the condition of this person in close cooperation with the back-up doctor.
- Identify and list colleagues who have been in close contact (< 1.5 meters): see paragraph 7.3.
- Clean (disinfect) any high-risk areas.
- Follow instructions from back-up doctor.

8.4 CATEGORY D

- This is a potentially life-threatening situation: Follow all instructions from back-up doctor and Coastguard.
- In case of a Category D the back-up doctor will contact the Coastguard to initiate an evacuation by means of the SAR helicopter.
- Monitor the condition of this person in close cooperation with the back-up doctor.

- Identify and list colleagues who have been in close contact (< 1.5 meters)): see paragraph 7.3.
- Clean (disinfect) any high-risk areas.

All further procedures:
TO BE DECIDED BY AND COORDINATED WITH COASTGUARD/ SAR SERVICES

9 Instructions for passengers on helicopter fights

The following generic instructions apply:

Distance from air crew

- Please keep a distance of minimum 1.5 meter to the pilots when entering and leaving the helicopter.

Furthermore, the following specific instructions apply for different categories:

9.1 CATEGORY A

- Category A does not involve a patient, it concerns normal operations: “Business as usual.”
- During flight, if one or more pax become sick the flight will automatically become Category C and the pax and crew have to follow the Category C procedure.

PPE (surgical face masks)

- All passengers should wear a surgical face mask. These masks are intended to minimize the risk of spreading liquid particles (speaking, coughing, sneezing) that might contain the Corona virus. The masks are not suitable to filter viruses from ambient air. Hence, the effectivity of the use of surgical face masks is optimized when all passengers wear these masks.
- Upon receipt of the survival suit, the passenger should have a received two surgical face mask. In case of loss or damage, a new face mask should be handed out.
- Passengers should wear the face mask at all times during boarding, during the flight and during disembarkation.
- After disembarkation, the passenger shall dispose the used face mask in a dedicated container.
- Face masks can be taken off easily in case of an emergency during the flight. In such a case, the used face mask should be safely stowed in order to avoid obstacles during evacuation of the helicopter.

Exchange and cleaning of life vests

- The NOGEPA medical advisor has consulted with GGD on the exchange of life vests between passengers arriving on and leaving from an offshore installation. GGD notes that the system of screening of passengers that is in place is quite rigid, even stronger than expected. This means that people who are sent offshore are unlikely to be infectious.
- Only a limited number of life vests are allowed to be carried under regular conditions. When more life vests should be carried in the helicopter, strong regulations with regard to packaging of dangerous goods will apply. Helicopter operators noted that this would seriously hamper helicopter operations.
- During all flights, bottles of 0.5 litres of disinfection spray will be carried in the cargo compartment. Life jackets should be disinfected before being handed over to the next passenger. See **Appendix 5**.

9.2 CATEGORY B

- Category B does not involve a patient, but precautionary measures are applied in view of the fact that the person has been at close proximity to a suspected COVID-19 patient.
- During flight, if one or more pax become sick the flight will automatically become Category C and the pax and crew have to follow the Category C procedure.
- NB: This involves a dedicated helicopter flight (performed by the regular helicopter operator).

PPE (surgical face masks)

- All passengers should wear a surgical face mask. These masks are intended to minimize the risk of spreading liquid particles (speaking, coughing, sneezing) that might contain the Corona virus. The masks are not suitable to filter viruses from ambient air. Hence, the effectivity of the use of surgical face masks is optimized when all passengers wear these masks.

- Upon receipt of the survival suit, the passenger should have a received two surgical face masks. In case of loss or damage, a new face mask should be handed out.
- Passengers should wear the face mask at all times during boarding, during the flight and during disembarkation.
- After disembarkation, the passenger shall dispose the used face mask in a dedicated container.
- Face masks can be taken off easily in case of an emergency during the flight. In such a case, the used face mask should be safely stowed in order to avoid obstacles during evacuation of the helicopter.
- Wear gloves.
- Cargo not allowed on the inbound flight.
- Personal baggage is allowed to be carried on this flight.
- Avoid skin contact with the helicopter.

9.3 CATEGORY C

- NB: This concerns a dedicated helicopter flight performed by the regular helicopter operator (Category C medevac helicopter).
- The patient(s) should wear a FFP2 mask. If an FFP2 mask is not available, the patient shall wear a surgical face mask.
- Wear gloves.
- Cargo not allowed on this flight.
- Personal baggage is allowed to be carried on this flight.
- Avoid skin contact with the helicopter.

10 Instructions for air crew

- For flight planning purposes, we no longer use alternate airfields in foreign countries, to prevent aircraft, crew and passengers ending up abroad and at risk for periods of quarantine, self-isolation, etc.
- To minimize contact between crews, spreading of take-off times should be planned as much as possible.
- Offshore shutdowns are not to be planned ad hoc. Offshore shutdowns are only allowed when planned with regulated accommodation. For NUI operations an offshore shutdown is allowed with a maximum of 45 minutes where the pilots stay in or nearby the helicopter. This 45 minutes is not to be considered as rest time.
- Turnaround time can take longer than normal due to the below measures.
- A cockpit divider was placed in most helicopters. The availability of a cockpit divider determines the possible seating arrangements for various types of flights. The reason for introducing cockpit dividers:
    - Optimization of available space in the helicopter;
    - Improved separation between pilots and passengers in order to minimize possible routes of spreading and ensure continuity of flights.
- If this divider is not used the first row of the helicopter is NOT to be used. So, in that case the capacity reduces by four seats in the AW189 and four in the AW139.
- The seating arrangements for the various types of helicopters are described in **Appendix 6**.

10.1 CATEGORY A (normal operations)

- For helicopter transportation, “mixing of Categories” is not allowed .
- “Business as usual/ normal helicopter operations”
- No passengers showing symptoms of illness can enter helicopters, unless the back-up doctor advises otherwise.
- During flight, if one or more pax become sick the flight will automatically become Category C and the pax and crew have to follow the Category C procedure.
- The seating arrangements for the various types of helicopters are described in **Appendix 6**
- Front row is kept clear of passengers to protect pilots, when cockpit-cabin divider is not installed.
- Fresh air ventilation in the helicopters ensure that air is constantly renewed during the flights.
- All passengers should wear a surgical face mask.
- Helicopters will be thoroughly cleaned between each flight, and the personal space (armrests, headrests, seatbelt buckles, etc.) are disinfected.

10.2 CATEGORY B

- For helicopter transportation, “mixing of Categories” is not allowed . The outbound flight may transport goods and pax. The amount of pax going outbound is not more than the number of pax going inbound as strong regulations with regard to packaging of life vests as dangerous goods apply.
- During flight, if one or more pax become sick the flight will automatically become Category C and the pax and crew have to follow the Category C procedure.
- NB: lift-off only when the crew is assured that onward travel of the Category B passengers from DHA has been arranged for by the E&P operator or otherwise (see paragraph 12.2).
- The seating arrangements for the various types of helicopters are described in **Appendix 6**.
- Aircraft with appropriate passenger numbers ensuring minimum 2 m clearance distance from pilots when cockpit-cabin divider is NOT installed.
- Only the aft row in an AW139 and the aft two rows in an AW189 are to be used when cockpit-cabin divider is NOT installed
- Cargo not allowed on this flight.
- Personal baggage is allowed to be carried on this flight.

10.3 CATEGORY C

- For helicopter transportation, “mixing of Categories” is not allowed . The outbound flight may transport goods and pax. The amount of pax going outbound is not more than the number of pax going inbound as strong regulations with regard to packaging of life vests as dangerous goods apply.
- NB: dedicated helicopter flight performed by the regular helicopter operator (Category C medevac helicopter).
- NB: lift-off only when the crew is assured that onward travel of the Category C patient from DHA has been arranged for by the E&P operator or otherwise (see paragraph 12.3).
- The helicopter crew should also ascertain that the E&P operator informs Noordwest Security at DHA about the time of departure and estimated time of arrival at DHA to allow for preparation of the receipt of the Category C patient.
- Aircraft with appropriate passenger numbers ensuring minimum 2 m clearance distance from pilots when cockpit-cabin divider is NOT installed.
- Only the aft row of the helicopter to be used when cockpit-cabin divider is NOT installed
- The seating arrangements for the various types of helicopters are described in **Appendix 6**.
- The patient(s) should wear a FFP2 mask. If an FFP2 mask is not available, the patient shall wear a surgical face mask.
- Cargo not allowed on this flight.
- Personal baggage is allowed to be carried on this flight.

10.4 CATEGORY D

NHV operates the SAR helicopter. NHV operates according to its own procedures, which are not dealt with in this document.

11 Instructions for ground staff

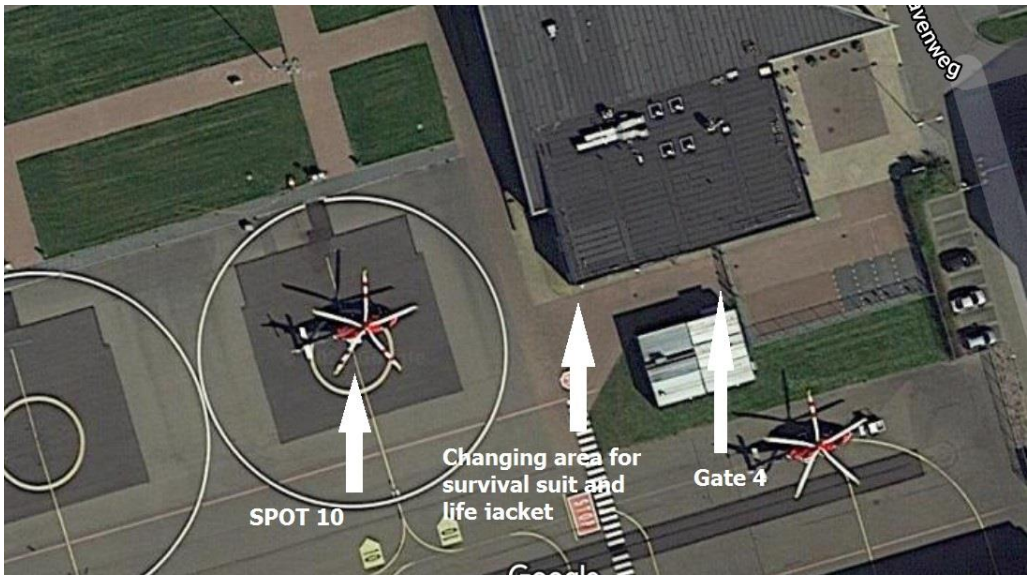
11.1 CATEGORY A

- Life vests should be disinfected when coming back from a flight on Den Helder Airport (DHA).
- Incoming survival suits are not used for 7 days before they are re-issued to passengers.

11.2 CATEGORY B

- DHA stakeholders are to be engaged for an overview of how the flights are handled.
- Dedicated parking spot number 10.
- Baggage compartment will be opened by ground crew at spot 10.
- The steward will signal the passengers to disembark the helicopter.
- Pax unload their own baggage and carry it themselves.
- Pax can take their survival suits and life jackets off in Porto cabin in front of gate 4 or and put them in the boxes which are marked.
- Pax leave Den Helder Airport via gate 4. KMAR will be informed.
- Survival suits and life jackets will be handled by Biardo/Peterson when pax have left.
- Pax have to leave the DHA area as soon as possible.
- Cleaning of aircraft. (If more than one Category B flights take place to one offshore installation, the aircraft need not be cleaned between two flights.)

Overview DHA in case of Category B

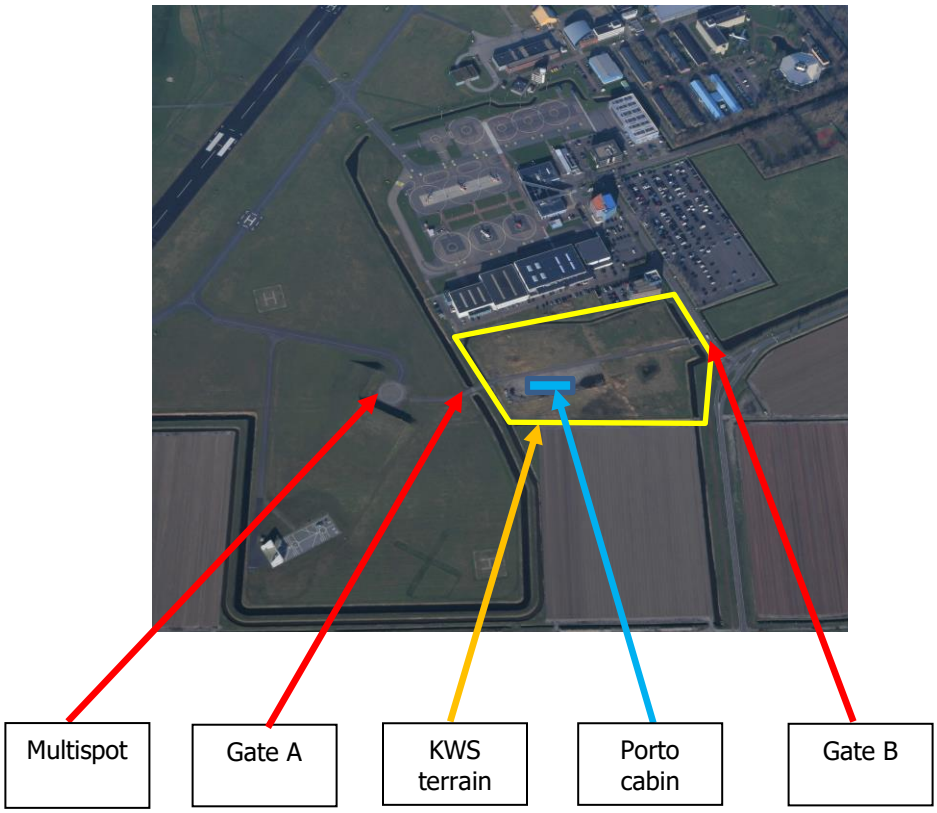


11.3 CATEGORY C

- DHA stakeholders to be engaged for overview of handling flights.
- Flight has dedicated call sign and dedicated landing spot: ‘Multi spot’.
- No cargo accepted at these flights.
- Pax carry their own baggage from baggage compartment and relocate to gate A.
- Pax can take their survival suits and life jackets off in Porto cabin at gate A and drop survival suits and life jackets in marked boxes.

- Pax have to leave area via gate B.
- Survival suits and life jackets will be handled by Biardo/Peterson when pax have left.
- Cleaning of aircraft. (If more than one Category C flights take place to one offshore installation, the aircraft need not be cleaned between two flights.)

Overview DHA in case of Category C



11.4 COVID-19 testing at Den Helder Airport in case of symptomatic personnel offshore (Category C passengers)

As from Thursday 23 April 2020, a Category C passenger (i.e. passenger who fulfils the case definition “Suspicious case COVID-19”) arriving at Den Helder Airport can be CPR tested by the Redwave medic on duty.

The test procedure is described in **Appendix 7**.

12 Arrangements for onward travel

In any case where, during the Category A-B-C flights the condition of a passenger deteriorates to a stage that he/she needs treatment in a hospital: Back-up medical service will organize an ambulance.

12.1 CATEGORY A

- Business as usual, person can travel on his/her own.

12.2 CATEGORY B

- E&P operator should make sure that arrangements are in place for onward travel.
- Possibly coordinate pick up party (family or other means of transportation).
- For foreign pax the pickup and travel has to be arranged as well.
- Suggestion to the pickup party to have necessary PPE available when receiving pax.

- Passenger is fit to travel with own transport. After confirmation no extra action required.
- If passenger requires onward transport with dedicated minibus, inform ALC phone: 0223-670643
    1. Amount of passengers
    2. Destination of passengers
    3. ETA of aircraft at Den Helder Airport
- Minibus available at set time near apron gate at left hand side of terminal building. The minibus will carry a maximum of 2 passengers. When all Category B passengers arrived on the same helicopter flight, a maximum of 4 passengers in the minibus is allowed.
- Bottled water for passengers available in minibus.
- Drivers will wear face mask and protected clothing. Drivers will not open doors of the passengers.
- In case of emergency, the passengers can contact the driver by mobile phone. As soon as the cell phone rings, the driver parks the van as soon as possible to be able to speak to the passengers.
- Passenger hand in survival suit and life jacket at take their own luggage direct via the gate into the minibus
- Departure of minibus to given destination.

12.3 CATEGORY C

- In principle, passenger can travel on his own.
- E&P operator should make sure that arrangements are in place for onward travel.
- Possibly coordinate pick up party (family or other means of transportation).
- For foreign pax the pickup and travel has to be arranged as well.
- Suggestion to the pickup party to have necessary PPE available when receiving pax.

- Dedicated aircraft will arrive at Den Helder Airport and proceed to dedicated “Military Multi spot”.
- If passenger is fit to travel with own transport: After confirmation no extra action required.
- If passenger requires onward transport with dedicated minibus, available at gate near Military Multi spot. Inform ALC by phone: 0223-670643
    1. Amount of passengers
    2. Destination of passengers
    3. ETA of aircraft at Den Helder Airport
- Minibus available at set time near apron gate at left hand side of terminal building
- Bottled water for passengers available in minibus.
- Drivers will wear face mask and protected clothing. Drivers will not open doors of the passengers.
- In case of emergency, the passengers can contact the driver by mobile phone. As soon as the cell phone rings, the driver parks the van as soon as possible to be able to speak to the passengers.
- Passenger hand in survival suit and life jacket at take their own luggage direct via the gate into the minibus
- Departure of minibus to given destination.

13 Communication

- The operator shall inform the State Supervision of Mines about each evacuation of a Category C passenger.
- The E&P operator shall also inform the Coastguard Control Centre when a platform is de-manned (fully de-manned or to a critical manning level). This is valid information for the Coastguard Control Centre if a drifting vessel is posing a threat to this platform.
- Further, the operator shall inform the Coastguard Control Centre when a platform helicopter refuel station is temporary out of use due to de-manning, in order to manage SAR helicopter operations.
- The planning of flights is optimized (spreading over the day) with a view to avoiding cumulation of passengers on different flights in the airport building. This requires flexibility from oil and gas operators, helicopter operators, planning departments, airport services and, last but not least, passengers. It also requires swift communication between parties involved in the planning of flights. Passengers shall be notified a.s.a.p. when flights are delayed or re-scheduled, in order to allow them to be able to arrive at DHA at a suitable time.

Appendix 1 Questionnaire for screening passengers at Den Helder Airport

In order to protect your health, the health of your co-workers and to prevent a mandatory isolation of an offshore location, you are requested to answer the following questions:

1. **Did you have one or more of the following symptoms in the past 24 hours:**
   - **Fever or elevated temperature?**
   - **Shortness of breath?**
   - **Loss of taste or smell?**

   YES: ***Unfortunately, you are not allowed to travel offshore. Please contact your employer as well as your General Practitioner.***

   NO: Please proceed to question 2

2. **Did you have one or more of the following symptoms in the past 24 hours:**
   - **Coughing?**
   - **Sneezing?**
   - **Symptoms of a common cold?**

   NO: Please proceed to question 3

   YES:

   - Can any of the above-mentioned symptoms, be explained by a confirmed diagnosis of hay fever?
   - Is there a judgement from the back-up doctor (in writing or per telephone consult with the medic at Den Helder Airport) that these symptoms are mild and not related to a case definition " Suspicious case COVID-19"?

   NO: ***Unfortunately, you are not allowed to travel offshore. Please contact your employer.***

   YES: Please proceed to question 3

3. **Does someone in your household have a fever and/or shortness of breath?**

   YES: ***Unfortunately, you are not allowed to travel offshore. Please contact your employer as well as your General Practitioner.***

   NO: Please proceed to question 4

4. **Have you had a novel coronavirus infection? (Laboratory-confirmed in the past 7 days)?**

   YES: ***Unfortunately, you are not allowed to travel offshore. Please contact your employer as well as your General Practitioner.***

   NO: Please proceed to question 5

5. **Have you come into contact (less than 1.5 m for more than 15 min) with a person who is diagnosed with a COVID-19 infection and have you had contact with that person in the past 10 days while they still had COVID-19 symptoms?**

   YES: ***Unfortunately, you are not allowed to travel offshore. Please contact your employer as well as your General Practitioner.***

   NO: End of questionnaire

Appendix 2 Information for persons in a risk category

Aanvullende informatie, bestemd voor personen die behoren tot een risicogroep

Verhoogde kans op ernstig beloop

Hiervoor wordt dezelfde indicatie gehanteerd als voor de jaarlijkse influenzavaccinatie, met als uitzondering de leeftijdsgrens die aangepast is naar >70 jaar. Wordt u dus jaarlijks uitgenodigd voor de griepprik? Dan behoort u tot de risicogroep.

Dit betekent dat de adviezen niet gelden voor personen onder de 70 jaar zonder onderliggend lijden.

Risicofactoren voor ernstig beloop

- Afwijkingen en functiestoornissen van de luchtwegen en longen;
- Chronische hartaandoeningen;
- Diabetes mellitus;
- Ernstige nieraandoeningen die leiden tot dialyse of niertransplantatie;
- Verminderde weerstand tegen infecties door medicatie voor auto-immuunziekten, na orgaantransplantatie, bij hematologische aandoeningen, bij aangeboren of op latere leeftijd ontstane afweerstoornissen waarvoor behandeling nodig is, of bij chemotherapie en/of bestraling bij kankerpatiënten;
- Een hiv-infectie in overleg met de hiv-behandelaar

Adviezen voor offshore medewerkers die zich herkennen in bovenstaande

- Meldt u zich bij de medic van het platform waarop u werkzaam bent. Is daar geen medic aanwezig, meldt u zich dan telefonisch bij de medic die verantwoordelijk is voor uw platform. Het is van belang dat hij of zij weet wie er tot een risicogroep behoren. Deze informatie wordt uiteraard **niet** met uw werkgever gedeeld.
- Neem, ook de geringste, gezondheidsklachten serieus en meldt deze bij de medic. Deze zal dan overleggen met de back-up arts over de te nemen stappen.
- Social distancing is op een platform lastig, maar voor u nog belangrijker dan voor een ander.
- Geadviseerd wordt dat personen in een risicogroep een eigen cabin krijgen. Neem hiervoor contact op met de medic.

Additional information, intended for persons in a risk category

Increased risk of serious illness

The same identification process is used as for the annual influenza vaccination, with the exception of the age limit which has been increased to >70 years. Are you invited to receive a flu jab every year? If so, you are in a risk category.

This means that the recommendations do not apply to persons under the age of 70 years without an underlying condition.

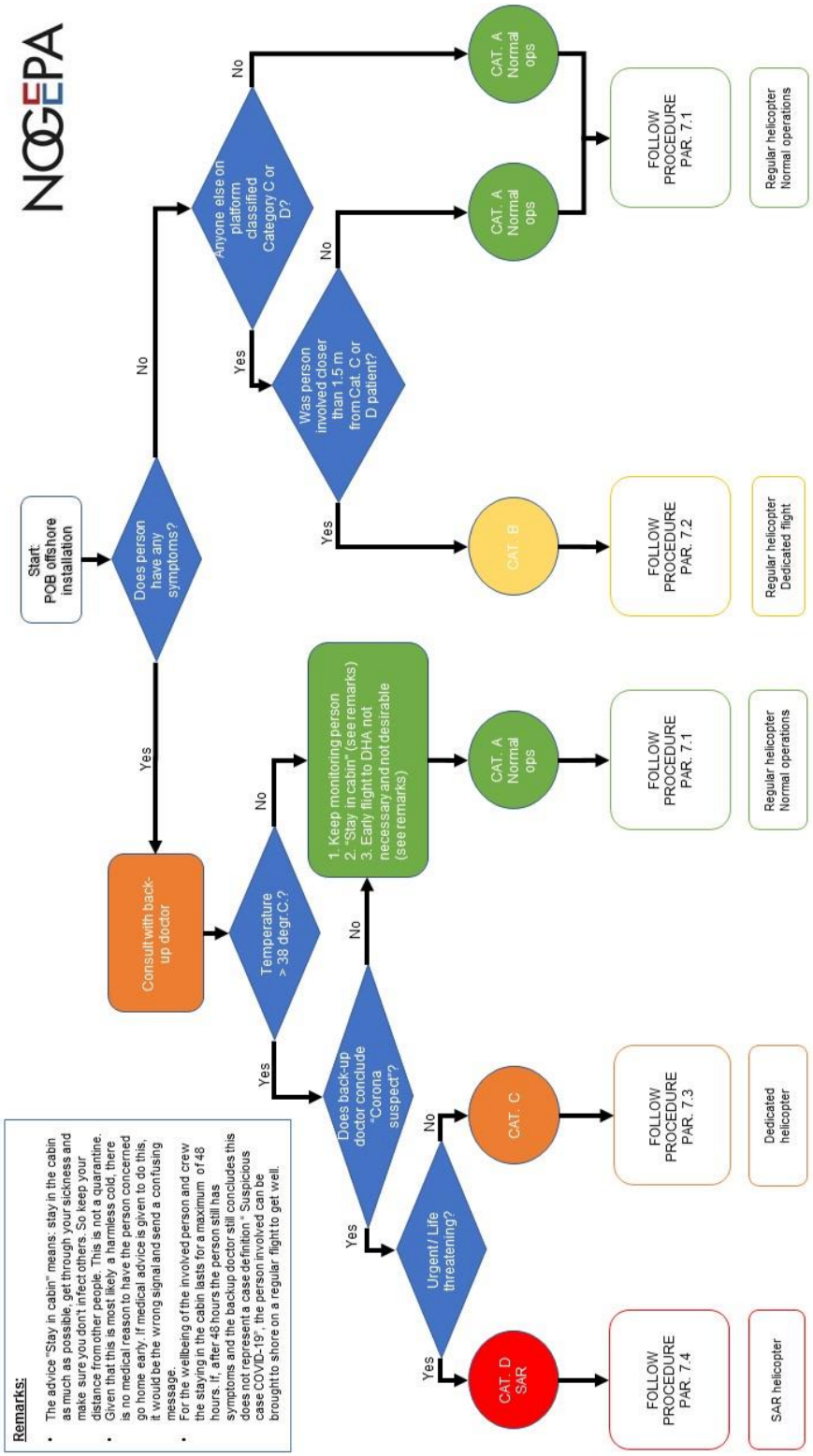
Risk factors for serious illness

- Abnormalities and dysfunctions of the respiratory system and lungs;
- Chronic heart disease;
- Diabetes mellitus;
- Serious kidney disease requiring dialysis or kidney transplant;
- Reduced resistance to infections caused by medication for autoimmune diseases, after organ transplantation, in haematological disorders, in congenital or delayed immune disorders requiring treatment, or in chemotherapy and/or radiation treatment in cancer patients;
- An HIV infection in consultation with the consulting HIV practitioner

Advice for offshore employees who are in the above categories

- Please report to the medic on the platform you are working on. If there is no medic there, please call the medic responsible for your platform. It is important that he or she knows who belongs in the risk categories. Of course, this information will **not** be shared with your employer.
- Take even the slightest health complaint seriously, and report it to the medic. He or she will then consult with the back-up doctor about the steps to be taken.
- Social distancing is difficult on offshore platforms, but even more important for you than for others.
- It is advised that persons in a risk category get a cabin of their own. Contact the medic for arrangements.

Appendix 3 Categorization of persons on board offshore installation



Appendix 4 Health authority confirmation

The following text is sent either as a signed attachment to an email or a signed email from the employer's email server.

Note: The highlighted yellow areas have to be filled by back-up doctor.

Confirmation of consultation regarding helicopter transport from (*installation*) to (*airport*) after suspected case COVID-19

(*Relevant health authority, county physician, municipal physician….*) recommends that helicopter transport from (*installation*) to (*airport*) can be resumed as prescribed below.

(*physician oil company*) has conducted close contact assessments in accordance with current guidelines from Rijksinstituut voor Volksgezondheid en Milieu (RIVM).

The status as of (*date*) is that there are (*total*) persons on board.

- (*number*) are defined as with symptoms but not in critical state and capable of traveling alone (Cat C)

Category C passangers shall be transported in accordance with the Category C procedures in these COVID-19 Procedures NOGEPA and Den Helder Airport. .

This recommendation is valid for (*date*)

(*place date*,)

(*Signature*)

(*Name*)

E&P operator	Helicopter operator	E-mail address	Phone number helicopter operator
Wintershall	Bel Air	cva@belair.dk	06-10780860
Dana Neptune Petrogas Spirit TAQA Total	CHC	chcoperationsdhr@chcheli.com Roger.van.Schijndel@chcheli.com	0223-677566 06-23185884
ONE-Dyas	Heli Holland	marcus.lipp@heliholland.nl	06-46982909
NAM	NHV	For the time being: for Covid-19 Category C flights, see contact details CHC	

Appendix 5 Cleaning procedure for the LRS002 and MK50 Life Jackets Offshore

PETERSON

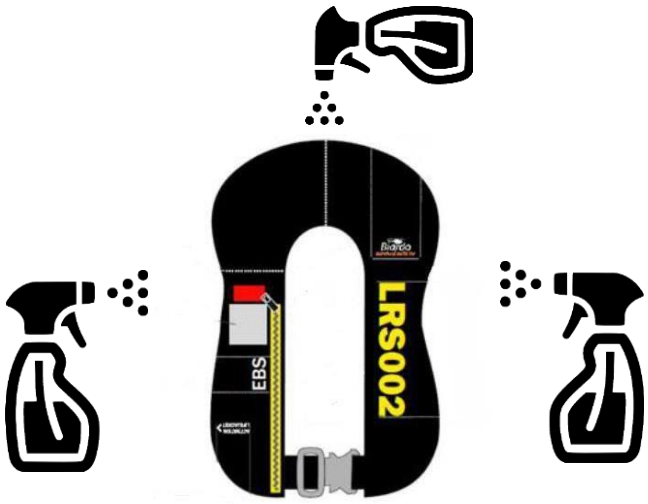
Biardo survival suits bv
Part of Hansen Protection Group

Cleaning procedure for the

LRS002 and MK50 Life Jackets Offshore

Please perform the following steps for preventive cleaning of the LRS002 and MK50 life jacket:

- **You can find the bottle with disinfect in the baggage compartment of the helicopter.**
- **Wear disposable gloves during disinfection.**
- **Spray only on the life jackets when protected from the elements and NOT on the helideck or close to helicopter. When extreme weather go inside below deck.**
- **Spray the front side of the life jacket in 3 sprays (including mouth piece on MK50).**



Appendix 6 Seating arrangements in helicopters with cockpit separators, use of face masks

HLO / HDA SAFETY ALERT

Area: North Sea, Dutch sector **Date:** 15-06-2020
Nr: H01-2020_v4 **Subject:** COVID-19 (Corona) Operations
Contact: Jack van Sligter Jack.van.Sligter@chcheli.com

The offshore oil and gas operators, Den Helder Airport and helicopter operators put in place measures to prevent spreading of the COVID-19 virus to offshore installations as much as possible. In guidance for the different categories you find below highlights.

For all categories instruct passengers to bin all received PPE (tissues, masks etc.) outside the helicopter. Do not handover passenger manifests and fuel slips to aircrew.

CATEGORY A (Normal operations)

- Front row is kept clear of passengers to protect pilots, when cockpit-cabin divider not installed. With cockpit-cabin divider installed, see seating configuration below.
- No passengers showing symptoms of illness can enter helicopters, unless the back-up doctor advises otherwise.
- All CAT A passengers should wear a surgical face mask. Passengers shall be handed two surgical facemasks, when receiving survival suit at Den Helder Airport; one for the flight to the platform and one for the return flight. See instruction below.
- On return flights to Den Helder: The passenger should have received a surgical face mask at Den Helder Airport. In case of loss or damage, a spare face mask should be handed out.
- On inter-field flights: The E&P operator should make sure that sufficient surgical face masks are available on the platforms for inter-field flights. One mask can be worn on outgoing and return flights.

Surgical face mask

- Why: Minimizes the spread of liquid particles
- Where: Two masks issued together with your survival suit
- When: During your offshore helicopter flight, out-inbound and interfiled
- How: Wear the mask with blue on the outside
- Emergency: Before using your re-breather take off your mask
- Disposal: Throw away in a dedicated container (At Den Helder Airport arrival hall dedicated container available)

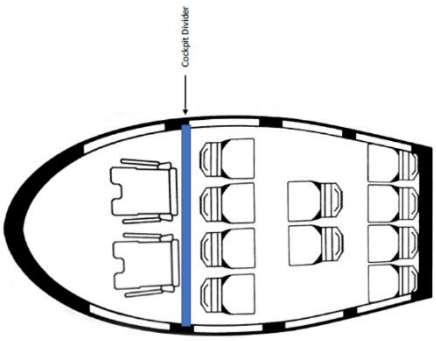
- Use the disinfect fluid (in cargo compartment) for cleaning the life jackets before passing on the life jackets to passengers that have to get into helicopter. See instruction below on page 3.

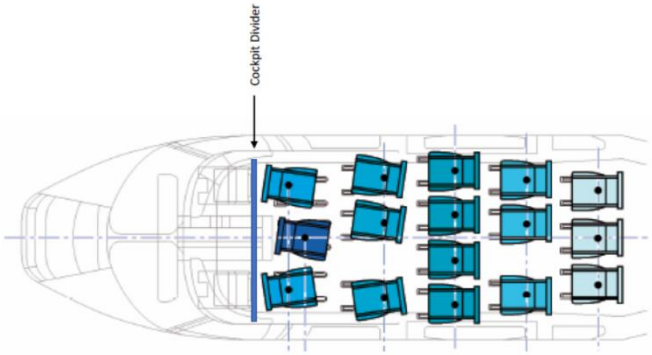
AW139 with cockpit-cabin divider: **AW189 with cockpit-cabin divider:**

EC155 with cockpit-cabin divider: **EC175 with cockpit-cabin divider:**

CATEGORY B

- Dedicated helicopter flight (regular helicopter operator).
- Aircraft with appropriate passenger numbers ensuring minimum 2 m clearance distance from pilots, so first 2 rows not to be used when cockpit-cabin divider not installed. With cockpit-cabin divider installed see seating configuration above.
- All category B passengers should wear a surgical face mask. Passengers shall be handed two surgical facemasks, when receiving survival suit at Den Helder Airport; one for the flight to the platform and one for the return flight.





- Cargo not allowed on this flight, personal baggage is allowed to be carried on this flight.
- Avoid skin contact with the helicopter.

CATEGORY C

- Dedicated helicopter flight (regular helicopter operator).
- Aircraft with appropriate passenger numbers ensuring minimum 2 m clearance distance from pilots, so first 2 rows rows not to be used when cockpit-cabin divider not installed.
- Cargo not allowed on this flight, personal baggage is allowed to be carried on this flight.
- Avoid skin contact with the helicopter.

Appendix 7 COVID-19 testing of Category C patients at Den Helder Airport

Execution of the test
The medics can make use of PPE required for the test: a disposable suit, a mask, splash goggles, non-sterile gloves. Furthermore, culture tubes with throat / nose swab as well as forms for the laboratory (Laboratorium voor Medisch Microbiologie, Alkmaar) are available. The medics have been instructed about the test procedure and transport. They have also viewed the instruction video of NHG for performing the COVID-19 test.

Transport test material to the laboratory
Following the test procedure, the medic involved delivers the test tubes in Alkmaar:

- Prior to 16:30: **Labotheek**, Juliana van Stolberglaan 13 te Alkmaar, microbiologie, 2nd floor;
- After 16:00: **doorman Noordwest Ziekenhuis**, Wilhelminalaan 12 te Alkmaar, with the notification that the test material shall be stored in a small refrigerator for transport to the microbiological laboratory the next morning.

When the medic is not available to transport test material to Alkmaar, a courier can also be ordered to transport the test material: Hilverink (tel. 0223-622222). If needed, DHSS or Peterson can establish contact with Hilverink.

Test results
Ultimately the day after delivery, the test results will be available. The results will be communicated to the requesting back-up doctor:

- In case of a positive test result: by telephone;
- In case of a negative test result: per Edifact message or on paper. The back-up doctor may call the microbiologist to receive the test result by telephone.

The back-up doctor will inform the tested offshore employee on the test result per telephone (the back-up doctor acquires the telephone number of the tested offshore employee).
The back-up doctor will inform the employer and operator (see Appendix 8) of the tested offshore employee on the test result for measures that may become necessary on the offshore facility of origin.

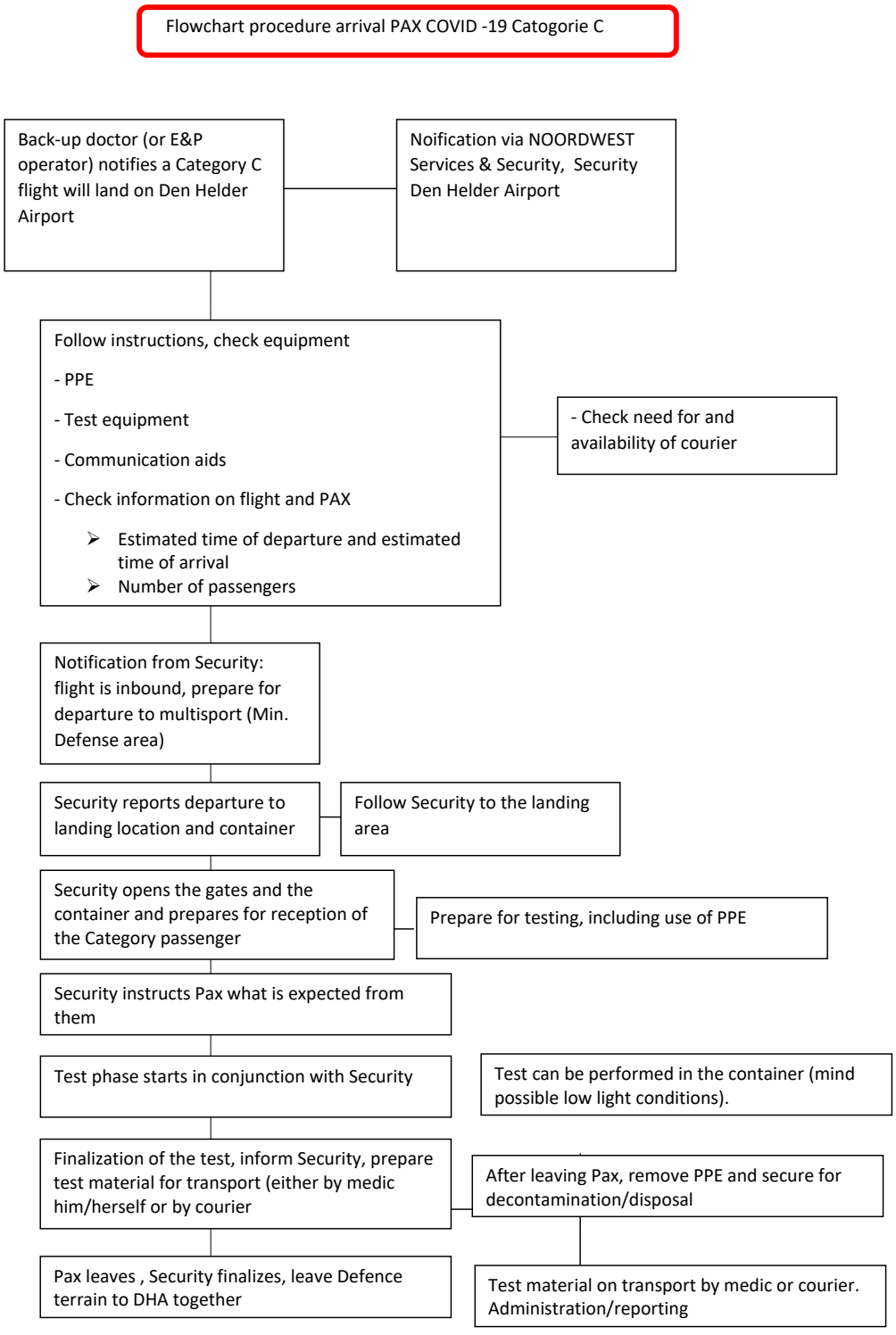
Notes for back-up doctors
Only symptomatic personnel (Category C) coming from an offshore installation will be tested. There should by symptoms like fever, coughing, sore throat, runny nose. That is the only indication.

The requesting back-up doctor informs the medic on duty at DHA well in advance that an offshore employee will arrive for COVID-19 testing. The back-up doctor provides his/her mobile telephone number to the medic on duty. The medic enters this mobile number on the form.

Relevant contact details

Arthur de Graaf, RedWave medic DHA:	06-55785417
Sander van der Veldt, RedWave medic DHA:	06-26624321
Security DHA:	0223-637770
Microbiology Alkmaar:	072-5483676 (contact: Wouter Rozemeijer, doctor-microbiologist)

A flow chart for the test procedure is on the next page:


Flowchart procedure arrival PAX COVID -19 Catogorie C
Back-up doctor (or E&P operator) notifies a Category C flight will land on Den Helder Airport
Noification via NOORDWEST Services & Security, Security Den Helder Airport
Follow instructions, check equipment
- PPE
- Test equipment
- Communication aids
- Check information on flight and PAX
Estimated time of departure and estimated time of arrival
Number of passengers
- Check need for and availability of courier
Notification from Security: flight is inbound, prepare for departure to multisport (Min. Defense area)
Security reports departure to landing location and container
Follow Security to the landing area
Security opens the gates and the container and prepares for reception of the Category passenger
Prepare for testing, including use of PPE
Security instructs Pax what is expected from them
Test phase starts in conjunction with Security
Test can be performed in the container (mind possible low light conditions).
Finalization of the test, inform Security, prepare test material for transport (either by medic him/herself or by courier
After leaving Pax, remove PPE and secure for decontamination/disposal
Pax leaves , Security finalizes, leave Defence terrain to DHA together
Test material on transport by medic or courier. Administration/reporting

Appendix 8 Contact details E&P operators

Operator	Contact for screening at Den Helder Airport	24/7 Emergency Response Organization
Dana Petroleum	Joris Fris (Operations Superintendent) +31 (6) 22 96 37 80 joris.fris@dana-petroleum.com Robin Smit (HSEQ Manager NL) +31 (6) 21 30 95 67 robin.smit@dana-petroleum.com	+31 (0)70 37 13 000 (office hours) +31 (0)70 37 13 700 (outside office hours)
NAM	Nataschja Kercher Nataschja.Kercher@shell.com	Centrale Meldkamer +31 (0)592 36 99 99 (ask to be connected to the duty Emergency Incident Manager)
Neptune Energy	Tim Dop +31 (0)6 82 94 95 21	+31 (0)223 63 96 39
ONE-Dyas	Dirk Drijver +31 (0)6 25 38 66 63 or +31 (0)20 53 54 107 dirk.drijver@onedyas.com	+31 (0)20 5354101 emergency-coordination@onedyas.com
Petrogas	Bart Smits Operations Manager +31 (0)6 22 61 46 69 Bart.smits@petrogasep.com Emanuele Gemelli HSEQ Manager +31 (0)6 57 99 16 43 Emanuele.gemelli@petrogasep.com	PEPN Emergency Response +31 (0)70 – 3572357
Spirit Energy	Vincent van Bugnum +31 (0)6 20 70 77 69 Uschi Howe +31 (0)6 10 95 92 10	Petrofac Emergency Response service Centre: +44 1224 348000 (they will contact NL ER team)
TAQA	OIM of P15-C via de P15-C Control Room: +31 (0)88 82 72 700	Emergency number via Royal Dirkzwager: +31 (0)10 59 31 697
Total	Peter Spoolder (Logistic Manager) +31 (0)6 21 23 58 97	Emergency Duty Manager +31 (6) 54 91 39 51
Wintershall	Joost Wichers +31 (0)6 51 36 85 91 joost.wichers@wintershall.com Rob Molenaar (for procedures) Rob.molenaar@wintershall.com +31 (0)6 51 55 81 66	+31 (0)70 37 29 797