

Policy			Initial Issue Date:	29-March 2020
			Revision Date:	Initial Revision
			Revision No.	2
			Next Revision Date:	As required
Preparation: Safety Manager	Authority: President	Issuing Department: Safety	Page:	1 of 3

COVID-19 Rick Mitigations and Operational Policy

Core Drilling is taking measures and adjusting work process to protect all it's staff during the COVID 19 pandemic. Core Drilling is following the guidelines and information as outlined by Alberta Health at www.alberta.ca for all protective measures and staying updated as the situation changes.

Office and administrative operations

Core Drilling has implemented a work from home program for all office staff. Thus, the Core Drilling offices are effectively closed until further notice.

The following restrictions are effective for all staff:

- All *non-essential* face to face meetings should be conducted by telephone or video conferencing. This means that you should not be attending *non-essential* face to face meetings. If you are uncertain as to the criticality of a matter, please discuss it with your manager.
- Where you must attend *essential* face to face meetings, please ask the other attendees before the meeting is scheduled to take place the following questions:
 - Are you well, do you have any flu like symptoms (fever, cough, sneezing, sore throat, fatigue)?
 - Have you or any members of you immediate family / housemates travelled internationally in the last 14 days?
 - Have you been exposed to anyone who has or is suspected to have COVID-19?

If anyone answers 'yes' to the above, there will be no 'face to face' interactions with Core Drilling personnel.

Any Core Drilling employee who has traveled internationally, regardless of destination or reasons for travel, are to self-quarantine for 14 days. We require all site contractors to follow these same guidelines. Self-quarantine involves staying at home for 14 days and avoiding contact with other people or animals. This means:

- Working from home.
- No public transport, no running errands and no visitors stopping in.
- Essential items can be dropped off, but no one should come into contact with the individual under quarantine. Deliveries should be left at the doorstep.
- People should monitor their symptoms while in self-quarantine (fever, fatigue, dry cough, muscle pain and difficulty breathing) and call 811 should symptoms appear and seek prompt medical attention if symptoms worsen.
- Any Core Drilling personnel who is showing symptoms or comes in close contact with individuals showing symptoms must notify their manager immediately to ensure proper internal communication and limitation of further risk to others.

Employees and contractors must also self-quarantine if they have had contact with a person with suspected COVID-19, or who has been tested for COVID-19, or has been confirmed as having COVID-19. Where the suspected case is confirmed as having tested negative for COVID-19, the employee may end the 14-day quarantine period.

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Shop Operations

Core Drilling is continuing to perform shop operations for facility maintenance and necessary repair to equipment. To protect our employees during these operations the following practices will be adopted:

1. Shop is limited to 1 mechanic and/or employee at time.
 - a. If more are required due to demand or particular repair, approval must be given from management and additional protective measures will apply.
2. All parts and supplies deliveries are to be left at the shop entrance and not received via face to face interaction.
3. Disposable (nitrile) gloves are to be worn at all times.
4. Work areas are to be cleaned prior to use.
5. Once all tasks are completed, work areas and hands are to be thoroughly cleaned.

Field Operations

Core Drilling is continuing to offer field operations with the following modifications to procedures:

1. Both driller and assistant to keep 2-meter spacing whenever possible.
2. Each field employee to have their own transportation.
 - a. Trucks are to be cleaned with Spray-9 or similar prior to use.
3. Each employee will be required to stay in hotel rooms individually if overnight stay is required.
4. Employees are to wear disposable gloves (nitrile) at all times.
5. Ensure all personnel and clients maintain a 2-meter distance from equipment while Core Drilling operator is at the drill.
6. Employees are not to help the client with sampling off the auger and is to keep a 2-meter distance while the client samples.
7. Half masks with cartridges will be worn

All staff are expected to practice good hand hygiene on a regular basis and to stay home as much as possible. When in public or around others, all staff are expected to abide by the 2-meter physical distancing as mandated by the federal government. Daily communication among staff will continue and Core Drilling operations are expected to remain effective until further notice.

Pre-Screening

All staff are expected to complete a pre-screening, pre-dispatch Assessment prior to dispatching for a project or coming in for a shop day in which they will interface with another employee.



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If you answer Yes to any of the pre-screening question on the document, you will not come to work or be dispatched for a project and will be directed to the On-line Self Assessment for self Quarantine recommendations.

Josh Yarker

General Manager

April 21 2020