

PREVENTING AND MANAGING HEALTH RISKS OF COVID 19 AT THE WORKPLACE

INTERIM ADVICE FOR IFC CLIENTS

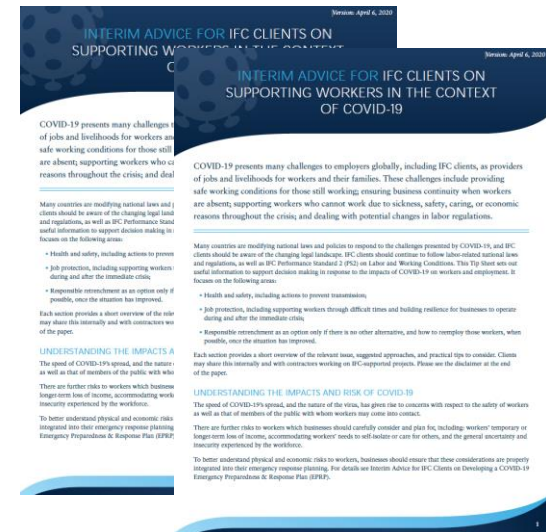


Bram Woltjer
Health and Safety Specialist
IFC

What we have seen...



Managing Health Risks at the Workplace during COVID



Risk
management

Emergency
response

Crisis
management

Infection risk management



Basic information and policy

-Based on publicly available information from trusted resources.



6 focus points for infection prevention at the workplace



Special high-risk areas



6 Focus points for infection prevention


- Cough hygiene
- Hand sanitation
- Cleaning and disinfection
- Social distancing
- Air quality control
- PPE



Special high-risk areas

- Canteen
- Workers accommodation
- Homecare for patients with mild symptoms





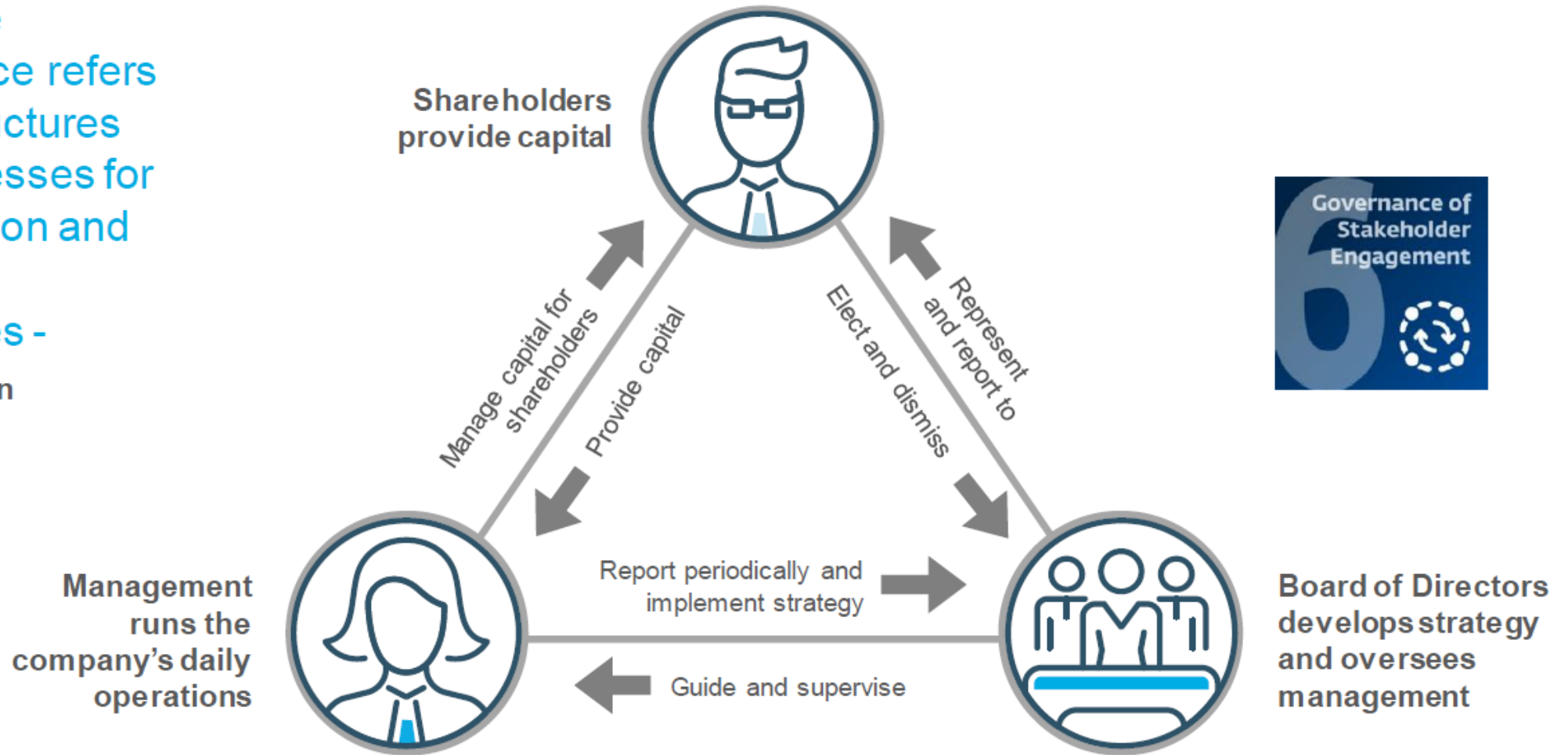
IFC Webinar on COVID-19 Interim Guidance

Covid19 Related Responsibilities for
Company Leadership

Lopa Rahman
Corporate Governance Officer, IFC

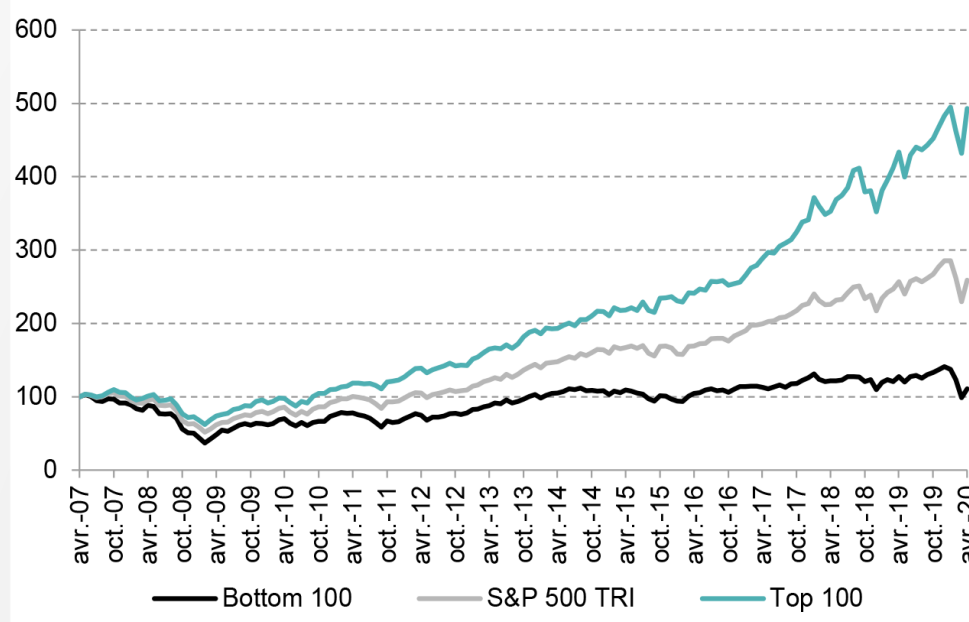
Who are the key players in any organization?

Corporate governance refers to the structures and processes for the direction and control of companies -
IFC Definition



The Resilience Case for Corporate Governance

Share Price Index - S&P 500



	Share Price Decrease Financial Crisis	Early Covid Crisis
Top 100	-37.78%	-10.52%
S&P 500 TRI	-47.53%	-19.60%
Bottom 100	-60.91%	-30.04%

The companies with better governance seemed to have:

- ✓ Better shock absorption
- ✓ Faster recovery
- ✓ Higher long-term performance potential
- ✓ E&S Practices

Source: IMD, The Good Governance Crash Test: Covid 19, Cossin, Botteron, Lu, June 2020

Company Leadership at the time of COVID 19

- Demonstrate leadership and culture
- Oversee crisis management
- Ensure preparedness and robust response to crisis
- Build trust through communication
- Maintain investor relations in absence of usual in-person shareholder meeting
- Support the company's sustainability

Be transparent and communicate!

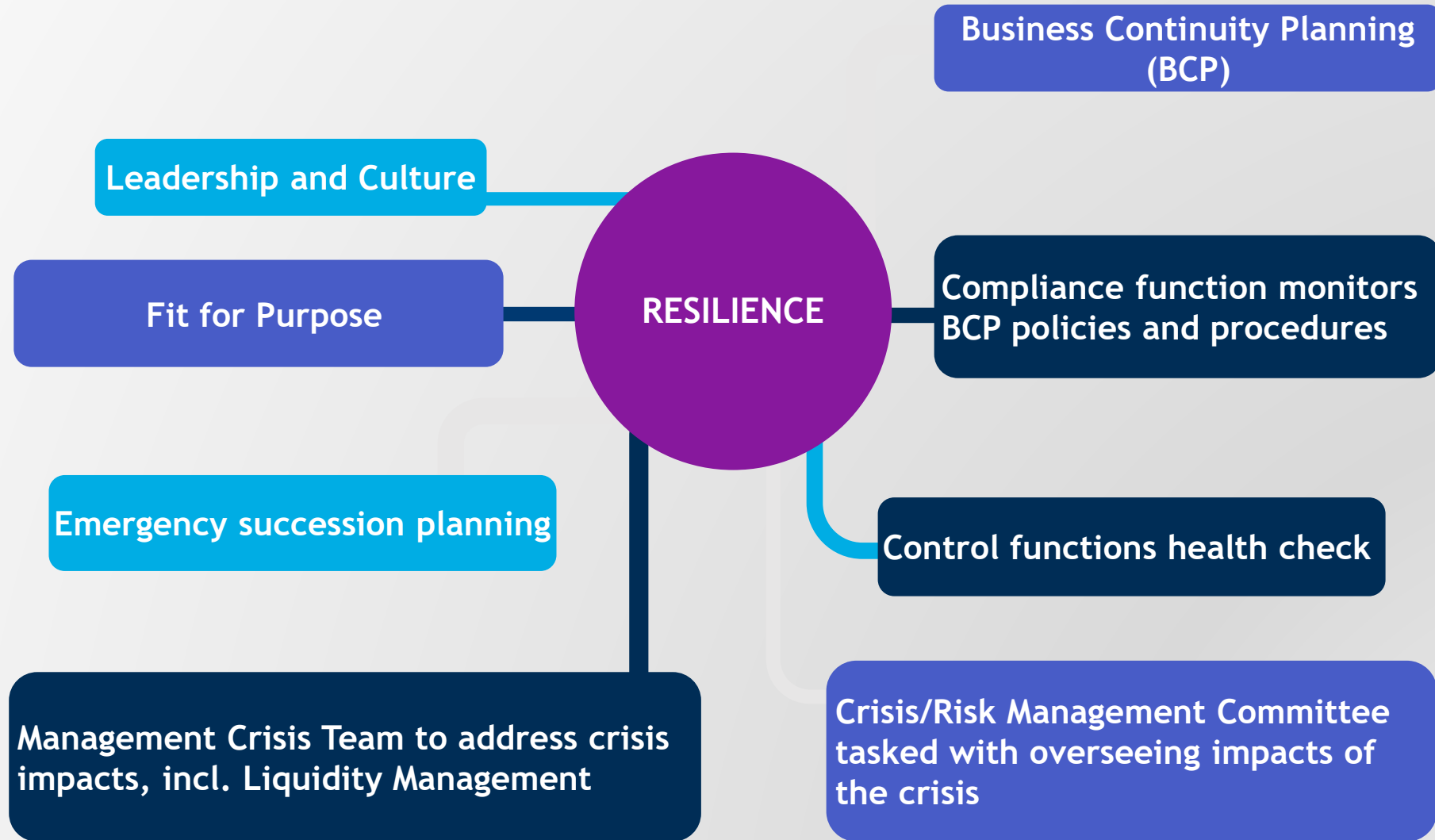
<https://www.ifc.org>

Corporate Governance>>**Publications**
Guidelines, Reviews and Case Studies



Governing through a Crisis: Guiding Principles

IFC's COVID-19 Tip Sheet for Company Leadership



IFC Clients Resilience: Case Examples



STRENGTHEN BOARD ENGAGEMENT

- ✓ Increased board meeting frequency
- ✓ Sharper focus on financials (NPLs, liquidity, capital adequacy, legal issues with collections in case of banks)
- ✓ Closer interaction with management



ALL HANDS ON DECK – CRISIS TEAM:

- ✓ Transport client set up a board-level 'operations committee'
- ✓ Special/temporary powers to approve key management decisions related to expenditures, financing, and investment with the board
- ✓ More board involvement in corporate communication



ADAPT OR PERISH aka Strategic Repositioning:

- ✓ Retail Distribution client out of business overnight
- ✓ Board and management plan: outsourced staff to competitors and partners in the supply chain; changed the business model and shifted into new sales channels and products

Lessons for the Future: Relevance and Resilience

EVOLVED BOARDS

New approach to board role



EVOLVED GOVERNANCE

New governance, new organizations

Short- term changes (NACD Guidance):

- + Shift to short monthly meetings
- + Meet virtually the evening before board meetings (regaining social interaction)
- + Stay out of management's way of running the firm IF business continuity protocols are working
- + Offer shareholders, proxy advisors, and credit-rating agencies digital access to the board

Long-term changes:

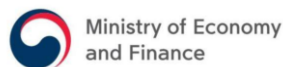
- + **New expertise:** digital transformation, crisis management, alternative business models, BCP
- + Diversity more important than ever

- + Stakeholder co-creation governance model
- + Resilience to business disruption
- + Strategy rethink
- + Organizational rethink
- + **Business continuity planning:**
 - + Resources needed to conduct/oversee BCP
 - + Emergency succession plans for key people
 - + Powers and delegation protocols
 - + Agility to plan on short cycles
 - + Control functions and risk management well-resourced, focus on prevention & mitigation

COVID-19 Interim Guidance focused on Supporting Workers and Preventing and Managing Health Risks in the workplace



Creating Markets, Creating Opportunities



Dr. Mirza Munir Ahmed



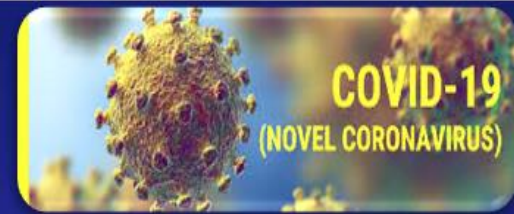
Creating Markets, Creating Opportunities



DR. MIRZA MUNIR AHMED

Health, Safety and Environment Consultant

Dr. Mirza Munir Ahmed holds a PhD with majors in Health Safety & Environment 9 years ago from Universiti Teknologi PETRONAS (UTP), Malaysia. He is an Industry Professional with 19 years of Professional Experience in Managing Health Safety & Environment aspects in various International reputed organizations around the globe. He played vital role during COVID 19 pandemic for smooth operation and construction of power plants. He developed and practically implemented COVID 19 guidelines, procedures and work instructions during plants construction and operation phase. His expertise includes Incident Investigations, Development of Health, Safety and Environment (HSE) Manuals & Standard Operating Procedures (SOP's), Environmental Audits, Hazard Operability (HAZOP) Studies, and Process Safety Management (PSM) Audits, Fire & Safety Audits, compliance with NFPA codes, and assistance for International Standards Organization (ISO) Certifications.



We stayed at work so
you can stay home

#stayhome



Examples / Case Study on Prevention and Management Practices at Workplace

No Face to Face Meeting – 100% Online

All Meeting among staff members, visitors, guests, contractors and EPC are via Bluejeans, Microsoft Teams, Mobile or etc. No face to face contact

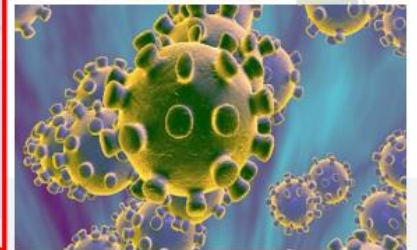
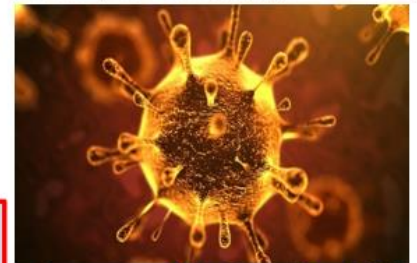
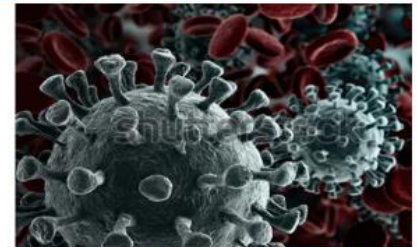


Development of Isolation Room



Plant Corona Virus “Isolation Room”

Spread
Awareness, Not
The Virus!

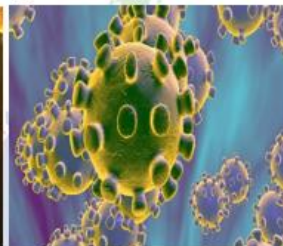
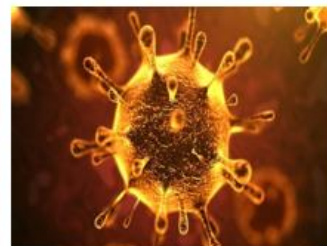
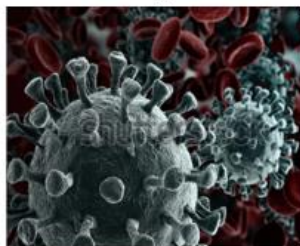


Emergency Procedure to Report a Suspected Case of nCoV-2019 and Emergency Contact Numbers

Ensure that all involved entities are aware of all the procedures and communication protocols, and these are clearly informed and applied according with local Ministry of Health (MOH) requirements and indications.

Report any suspected case of nCoV-2019 immediately to Control Room through any of the following :

- Plant Emergency Contact Number - **5555**
- Direct Phone Call: **00968 – 90152117**
- Email: drmirza.munir@dirhse.com
drmirza.ahmed@leadhse.com



Please follow instructions given to Staff Members time to time



**Together we will
Make the Difference**

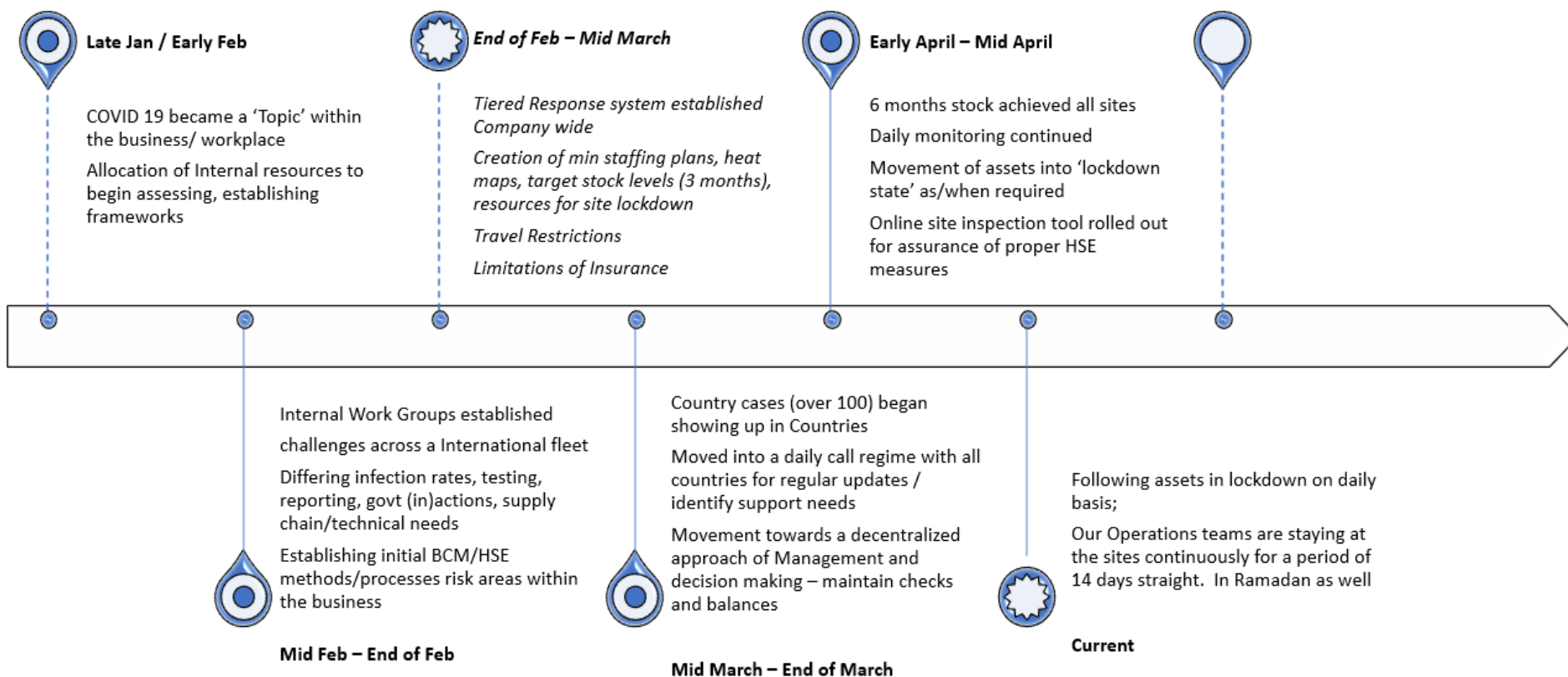
Access / Gate Control



COVID-19 Measures -Timeline



COVID 19 Challenges Faced by Plants



HSE Highlights – Very Important

Development and Implemented

Tools, spare and staff planning for 6 months

COVID-19 Inspection Checklist 13 Elements in Reporting System

Issued action list for Offices

Travel restrictions on business and personal Travel

Coronavirus information Booklet

COVID-19 Operational Actions

Specific Biohazard PPE's placed in different location

Awareness for general hygiene and social distancing practices applied

Issued Guideline and checklist to all sites

Development and Implemented

Plan Plant Outages Carefully – Be Planned and execute

Building stock of PPEs (mask, gloves etc.), Food and etc for 6 months - stock

Work from home safety measure in corporate Offices

Two drills per month for each plant

Disinfection of transportation vehicles conducted daily

Temperature monitoring and recording (at the entrance)

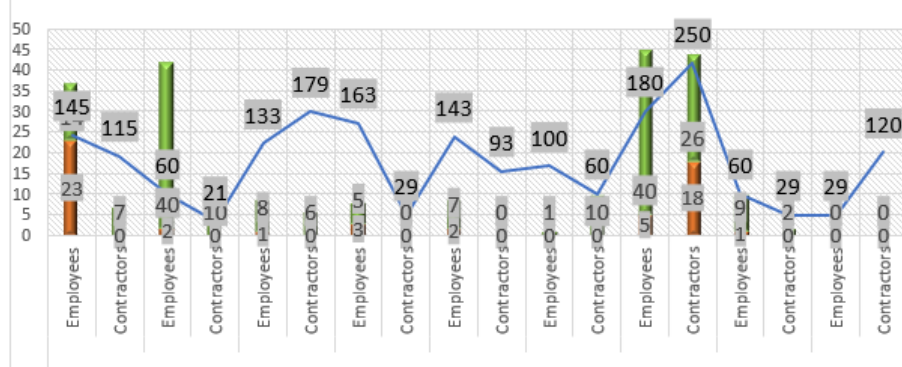
Restriction on Face to Face meetings for visitors

Limited access to the control room

Sanitization & disinfected program

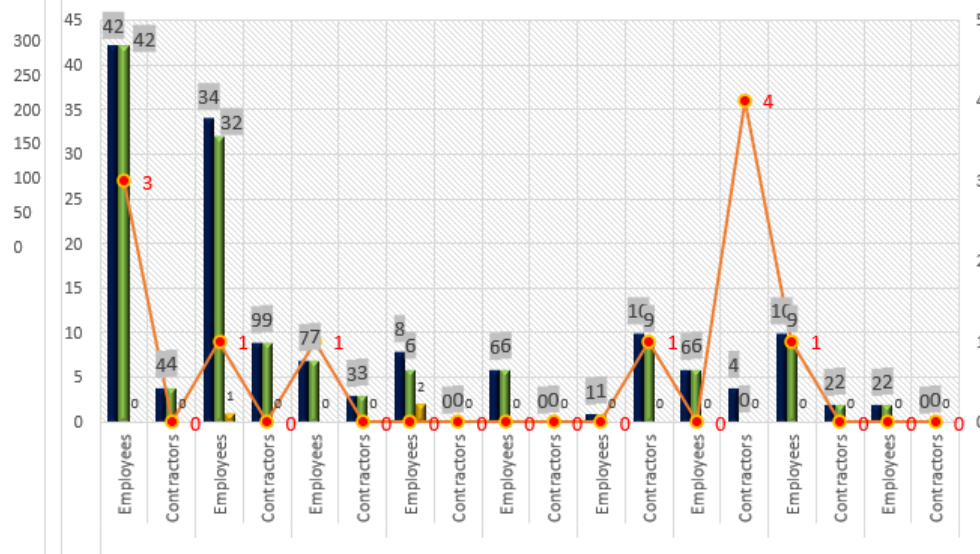
COVID-19 : Dashboard

Quarantine Status - Plant Wise



- Number of Persons completed Quarantine Period for 14 days
- Number of Persons Currently in Quarantine for 14 days
- Total man power

Cases Status- Plant Wise



- Number of COVID-19 Test conducted
- Number of Test Results Negative
- Number of Test Results Awaited
- Number of Positive Cases (Total)

COVID-19 : Dashboard

No. of Person Currently in
Quarantine for 14 Days

49

No. of Person completed
Quarantine for 14 Days

213

No. of Suspected Cases sent to Hospital
and Test **Negative/Cleared By Doctor**

Our Employees

128

Contractors

38

No. of Suspected Cases sent to Hospital
and **Test Positive**

Our Employees

19

Contractors

13

Average No. of Checks on daily basis
(Like Temperature, Fever, Flue)

1441

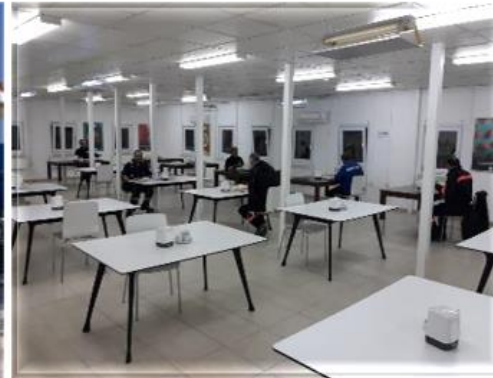
No. of Awareness Sessions
conducted on COVID-19

234

No. of COVID-19 Drills

76

Social Distancing / Work From Home



Organized Successfully Emergency Drills

Emergency Drill - March 11, 2020

Appropriate PPEs (Medical mask, FFP2 respirator, Tyvek suit, face shield, Goggles protective and gloves) have been provided in the PPE room located at the plant entrance.



Emergency Drill March 16, 2020



Organized Successfully Emergency Drills



Started the disinfection of all collective transport buses by specialized company in Ouarzazate once per day.

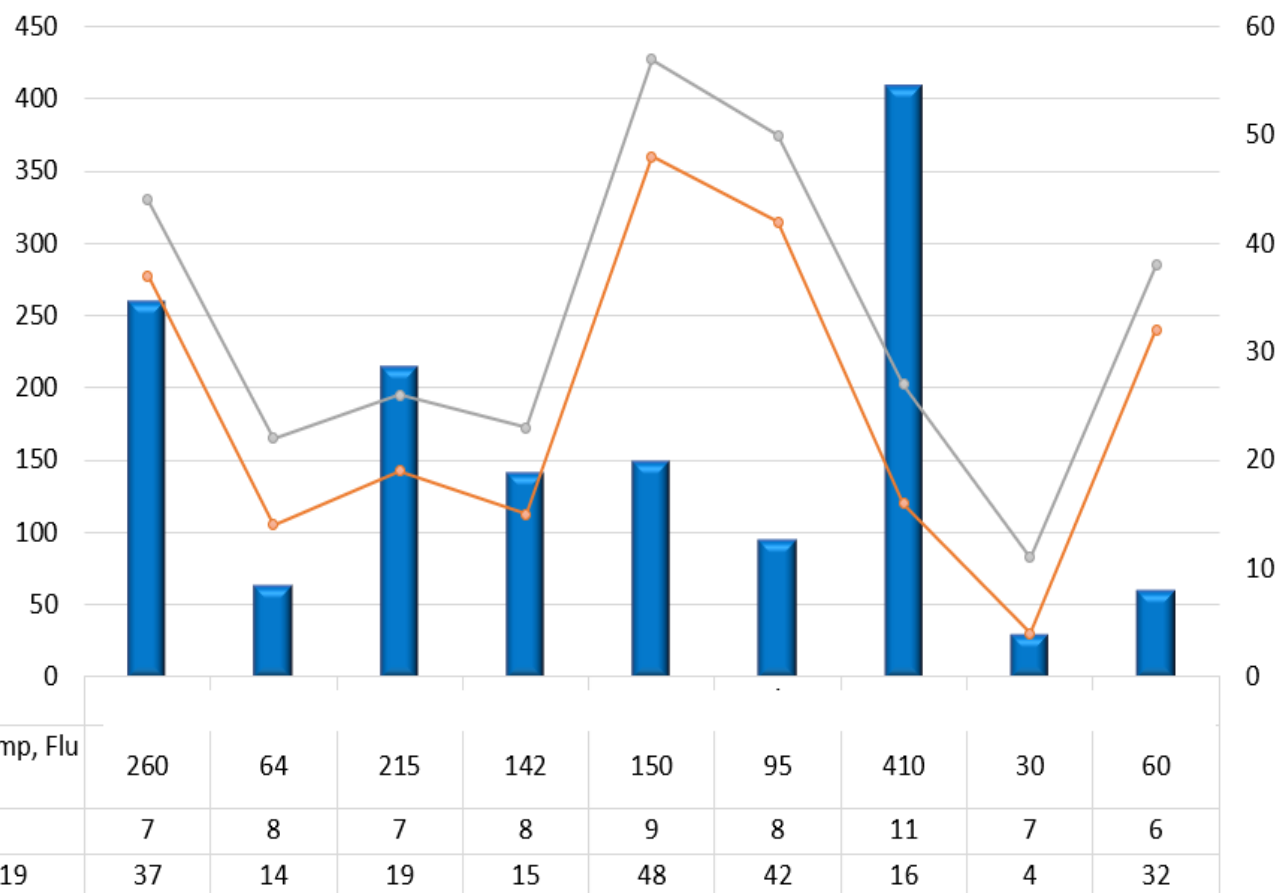




Organized Successfully Emergency Drills



Screened / Drills / Awareness Sessions - Plant Wise



One Table One Person Policy



Disinfect your Table and Chair after food. Keep it ready for next

No Touch to Food Initiative



For the Time Being – Individual Pray

Separate Prayers
Mat's provided for
staff members



Disinfection – Too Difficult to Manage



3	HDB-4A		<p>Cordless and portable fogger machine</p> <p>Machine box capacity: 4L</p> <p>Spray volume: 0-980ML/MIN</p> <p>Droplet Size: 0-50 microns(adjustables)</p> <p>Static wind range: 0-11 meters</p> <p>working hours: 1-4hours</p> <p>Rated voltage: 48V</p> <p>Power:480W</p> <p>Net weight: 3.5KG(including battery)</p> <p>Step-less speed regulation: Static wind range</p> <p>Spray nozzle: 3 nozzle (Large,Middle,Small)</p>
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Hygiene / Disinfection



COVID-19 Workers Camp Inspection



COVID-19 Camp Inspection

Is there a checkpoint allocated for temperature monitoring of all workers in the housing/camp upon entry and exit ?

* Evaluation



Are Security guards available to monitor entry and exit of personnel?

* Evaluation

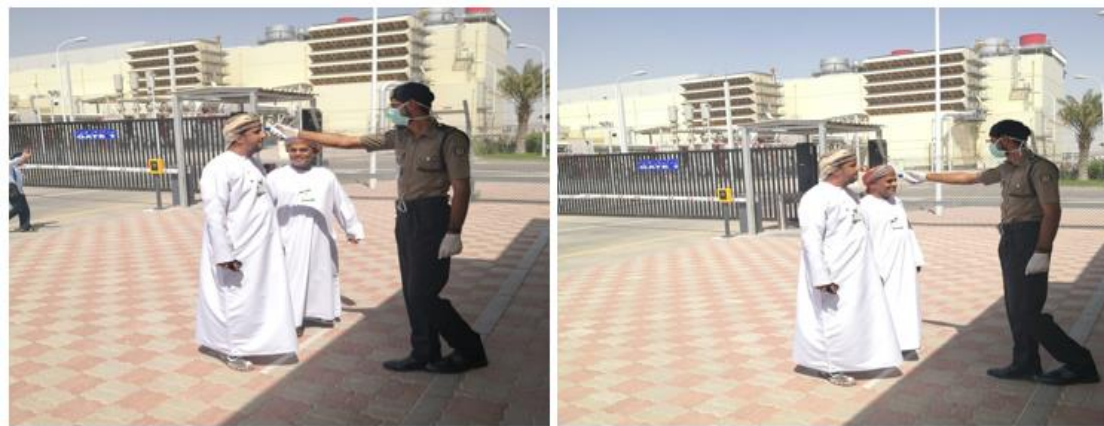


Do you monitor cases of high fever or respiratory symptoms and suspected of being infected COVID-19?

* Evaluation

- HR & Admin will co-ordinate with manpower responsible person at Plant Site and schedule the Workers Camp Inspection with HSE Department.
- Monitoring by Corporate Top Management as one of elements for COVID19 control.

Visit of Ministry of Health Doctors to the Plant



Ministry of Health (MOH)
appreciated efforts and preparations
to deal with Covid – 19.



Various Documents Referred for assistance time to time such as

Version: April 6, 2020

INTERIM ADVICE FOR IFC CLIENTS ON PREVENTING AND MANAGING HEALTH RISKS OF COVID-19 IN THE WORKPLACE

CORPORATE GOVERNANCE | TIP-SHEET FOR COMPANY LEADERSHIP ON CRISIS RESPONSE

FACING THE COVID-19 PANDEMIC

CORPORATE GOVERNANCE | TIP-SHEET

DISCLOSURE AND TRANSPARENCY DURING COVID-19

Increasing Resilience and Building Trust During and After the Pandemic

Version: April 6, 2020

INTERIM ADVICE FOR IFC CLIENTS ON SUPPORTING WORKERS IN THE CONTEXT OF COVID-19

May 15, 2020

INTERIM ADVICE FOR IFC CLIENTS ON **SAFE** STAKEHOLDER ENGAGEMENT IN THE CONTEXT OF COVID-19

May 12, 2020

INTERIM ADVICE FOR IFC CLIENTS ON DEVELOPING A **COVID-19 EMERGENCY PREPAREDNESS AND RESPONSE PLAN (EPRP)**

TIP SHEET FOR IFC CLIENTS: PREVENTING REPRISALS DURING COVID-19 PANDEMIC

ADDRESSING INCREASED REPRISALS RISK IN THE CONTEXT OF COVID-19

July 8, 2020

INTERIM ADVICE FOR IFC AND EBRD CLIENTS ON MIGRANT WORKERS AND COVID-19

Living in the times of **COVID-19**

Handy Handbook For **non-health** professionals

Released Wednesday, 1 April 2020
Mobile Version 1.0

If you have been advised by a healthcare professional, are waiting for COVID19 test results or cannot get to the hospital- the guideline helps you to take the necessary precautions and manage while at home and not spread virus to those around you.



GOVERNMENT OF SINDH
ENERGY DEPARTMENT
Office of the Project Director
Sindh Solar Energy Project(SSEP)

**Guidelines for the Component 2 – Distributed Solar under Sindh Solar
Energy Project**



No: SSEP/ESDO/12/2020
GOVERNMENT OF SINDH
ENERGY DEPARTMENT
OFFICE OF THE PROJECT DIRECTOR
SINDH SOLAR ENERGY PROJECT

**MONITORING CHECKLIST FOR THE IMPLEMENTATION OF THE COVID-19
GUIDELINES/SOPs UNDER SINDH SOLAR ENERGY PROJECT**



nCoVirus Clinical Care & Prevention GoP Guidelines, 1st Feb 2020



**nCoVirus Clinical Care & Prevention GoP
Guidelines**

1 February 2020

F. No 4-107/2020 DDP - 1.
Ministry of National Health Services, Regulation and Coordination
3rd Floor, Kohsar Block, Pak- Secretariat

Additional Documents Prepared by Considering Site Conditions and fulfill the local Legislative Requirements;

**COVID 19 Management
(Operational Plants)**

**COVID-19: Precautions
for HR, Admin and PRO's**

**COVID 19 Isolation / Lockdown (Tier 3) for
Operational Plants**

**HSSE Management System
Guideline for the Control and Management of COVID 19.
Construction Projects**

**HSSE Management System – COVID 19
Guidelines for Return to office**

HSE & Business Continuity Measures

HEALTH & BUSINESS RISK COMMITTEES

Sub-Working Groups (HR, Legal, Supply Chain, Finance)

HSE

- *Travel Restrictions*
- *Gatherings/Meetings*
- *Awareness & Drills*
- *Hygiene and Medical Practices*
- *Access Control & Security*
- *Social Distancing*
- *PPE*
- *Management of Suspected/Positive Cases*

COVID-19

Asset / Personnel / Stakeholder

- *Critical Supplies & Suppliers*
- *Minimum Stocks of 180 days*
- *Essential Maintenance Activities*
- *Safe Shut-down and Conservation Procedures*
- *Communication (Hotline – Satellite phones)*
- *Engagement with Stakeholders / Force Majeure*

Lockdown Evaluation Survey

In Progress in all Plants including HO

Lockdown Conditions Evaluation Survey

7

Responses

03:39

Average time to complete

Active

Status

...

Lockdown Preparedness



Preparation of Gym Facility at Site



While using Gym strictly follow COVID 19 precautions

Return to the Office Preparations

Conducted in 2 phases with a rotational approach:

- Thermal scanning
- Assigned Desk space
- Partitions implemented between the desks
- Sanitizer Station (including Mask and gloves dispenser) installed at the reception area for use
- Reception shield
- Heavy duty coffee machine



Dedicated Toilets and Automatic Water Taps

Automatic Water Saver Tap



Please Don't
Take Key to
Home



**OCCUPATIONAL
HEALTH &
SAFETY**

COVID 19 Awareness & Eid Habits



COVID-19 Awareness & EID Habits



We aim to Excel in Everything We do

Plants Conservation Initiative



Feedback



Positive Impact



- Working effectively from Home without any delay
- Hiring, Exit, Audits, etc were conducted effectively during lockdowns
- Payroll processing did not get effected due to Covid 19 lockdown – In time processing
- Effective online communication since Covid 19 lockdown (meetings, training, etc)
- Paperless office worked effectively during this time– Good for Global warming
- Built trust between staff members – No controlling.
- Lower cost of running physical office
- Site Operations staff worked in 2 weeks shift to avoid infection- worked effectively
- Focus on health and mental stability
- Freedom to organize your day better
- HSE /HR worked as one team and prepared the office as per issued guideline to face this Pandemic
- Significant cost saving dur to travel restrictions
- We learnt how to work more effectively
- Increased Family time

Negative Impact



- Work around the clock, no office hours– more workload
- No personal interaction with team members
- Created ambiguity of the job future and job stability
- Some staff face depression due to instability
- Miss Face to face training – On Job Training (OJT) value
- Unavailability of staff due to gradual peak of infection rate
- Having minimum services strategy readily available for implementation as well as stringent guidelines to managing cases (not prepared)
- Too much junk food – Health Effects
- So many staff members medical conditions came to know by HR
- Home sickness – travel restrictions..
- Eyestrain issues



Most Recently Published Document...

PUBLICLY
AVAILABLE
SPECIFICATION

PD ISO/PAS 45005:2020

**ISO/PAS
45005**

First edition
2020-12

PD ISO/PAS 45005:2020

**Occupational health and safety
management — General guidelines
for safe working during the COVID-19
pandemic**



BSI Standards Publication



Reference number
ISO/PAS 45005:2020(E)

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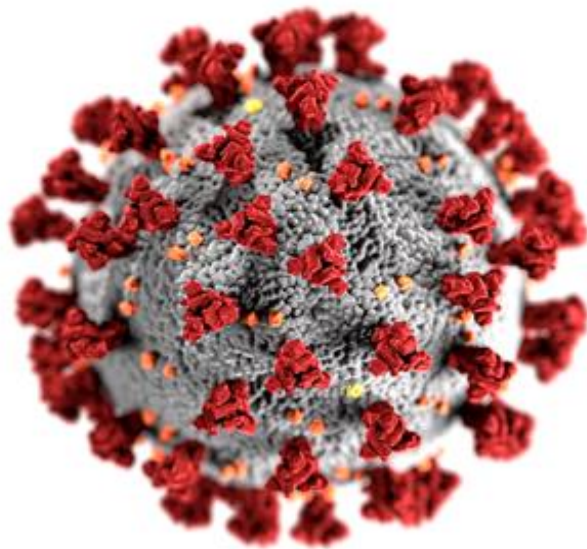
Life Continues..

Life goes on, but to reach safety,
We will have to follow some directions
to facilitate **Life After Corona.**

A Brief Introduction to Covid-19 Vaccines



A Global Pandemic Requires a Global Response



**TOGETHER WE
WILL STOP ITS
SPREAD!**

**Keeping
2m apart
saves lives**

Thank You.



**We put SAFETY first! We are committed to protecting the well-being of our employees, partners, plants and the communities in which we operate.
We find sustainable solutions for our business to protect the
ENVIRONMENT for generations to come.**

Changing Organization Culture Requires a Movement, Not a Mandate

