

ECUASOLIDUS

COVID-19 PROTOCOL

Official Covid-19 Protocol for Ecuasolidus Employees and Consultants



Table of Contents

Table of Contents 1

Consequences of Breaching this Protocol 4

1.1. Compliance.....4

1.2. First Time Default4

1.3. Subsequent Defaults.....4

Basic Preventive Measures 5

2.1. Cleaning and Personal Hygiene.....5

 2.1.1. Contact with Others.....5

 2.1.2. Personal Hygiene5

 2.1.3. Personal Protective Equipment5

 2.1.4. How to Pay.....5

 2.1.5. Signs and Symptoms of Covid-19.....6

2.2. Cleaning and Disinfection of Objects and Surfaces6

 2.2.1. Disinfectants6

 2.2.2. What do you need to disinfect?7

 2.2.3. How to disinfect?7

2.3. Waste.....8

 2.3.1. Organic Waste8

 2.3.2. Mixed Waste.....8

 2.3.3. Hazardous Waste.....8

2.4. Transport.....8

At the Office and the Hotel 9

3.1. When Entering the Office and the Hotel9

3.2. During Work (or While at the Hotel)9

3.3. Responsibilities of the Office Cleaner9

3.4. Hotel Responsibilities.....10

In the Field 11

4.1. Provisions Applicable to All Field Personnel11

 4.1.1. Required Health Status.....11

| | | |
|-------------|---|------------------|
| 4.1.2. | Relationship with Local Communities | 11 |
| 4.1.3. | Food | 11 |
| 4.1.4. | Before Departing for the Field | 11 |
| 4.1.5. | During the Field Visit | 11 |
| 4.1.6. | At the End of the Field Visit | 12 |
| 4.2. | Responsibilities of the Logistic Department | 13 |
| 4.2.1. | Before Leaving for the Field..... | 13 |
| 4.2.2. | Returning from the Field | 14 |
| 4.3. | Responsibilities of the Administration and Finance Department..... | 15 |
| 4.4. | Responsibilities of the Department of Corporate Social Responsibility (CSR)..... | 15 |
| 4.4.1. | Visiting the Communities..... | 15 |
| 4.4.2. | At the End of the Field Visit | 15 |
| 4.4.3. | Other Responsibilities..... | 15 |
| 4.5. | Responsibilities of the Exploration Team (ESA's Personnel, Cooks and CLEDs)..... | 15 |
| 4.5.1. | Number of Technicians..... | 16 |
| 4.5.2. | Duration of Field Visits..... | 16 |
| 4.5.3. | Sampling and Environmental and Water Management Works | 16 |
| 4.5.4. | Kitchen | 16 |
| 4.5.5. | Responsibilities of the Cook | 16 |
| 4.5.6. | Responsibilities of the Field Leader | 17 |
| 4.6. | Responsibilities of the Department of Environment..... | 17 |
| | <i>Logistics Department – Responsibilities.....</i> | <i>18</i> |
| 5.1. | Vehicles | 18 |
| 5.2. | Field Works..... | 18 |
| | <i>Industrial Safety - Responsibilities.....</i> | <i>19</i> |
| 6.1. | Vehicles | 19 |
| 6.2. | Field Works..... | 19 |
| 6.3. | Other Responsibilities | 19 |
| | <i>Occupational Physician– Responsibilities</i> | <i>20</i> |
| 7.1. | Personal Protective Equipment | 20 |
| 7.2. | Availability | 20 |
| 7.3. | Before Returning to Work after the Lock-down..... | 20 |
| 7.5. | At the Hotel | 20 |
| 7.6. | In the Field..... | 20 |

| | | |
|-------------|---|-----------|
| 7.6.1. | Before Departing for the Field | 20 |
| 7.6.2. | When Accessing a Community | 21 |
| 7.6.3. | During the Field Visit | 21 |
| 7.6.4. | At the end of the Field Visit | 22 |
| 7.7. | Protocol for Suspicious or Probable Cases of Covid-19..... | 22 |
| 7.8. | When to Delegate | 23 |
| 7.9. | Other Responsibilities | 23 |
| | <i>Road Vehicles and Aircraft.....</i> | 24 |
| 8.1. | Passenger Protective Measures | 24 |
| 8.2. | Measures Specific for Aircrafts | 24 |
| 8.3. | Measures Specific for Road Vehicles | 24 |
| 8.3.1. | Protective Measures for Drivers | 24 |
| 8.3.2. | Responsibilities of the Drivers | 24 |
| 8.3.3. | Maximum Number of Passengers | 24 |
| 8.3.4. | Vehicle Requirements..... | 24 |
| 8.3.5. | Cleaning Kit, Fire Extinguisher and First Aid Kit..... | 25 |
| 8.3.6. | Vehicle Documentation and Insurance | 25 |
| 8.3.7. | Vehicle Cleaning and Disinfection | 25 |
| 8.3.8. | Number of Drivers | 27 |
| 8.3.9. | Gas and Tolls..... | 27 |
| 8.3.10. | Before Boarding the Vehicle..... | 27 |
| 8.3.11. | During the Ride..... | 27 |
| 8.3.12. | Staying in Hotels due to Force Majeure | 28 |
| 8.3.13. | End of the Ride | 28 |
| | <i>Schedule 1 - Record of Symptoms and Temperature When Accessing the Facilities</i> | 29 |
| | <i>Schedule 2 - Symptoms Progression Form.....</i> | 30 |
| | <i>Schedule 3 – Respiratory Symptoms Investigation Form</i> | 31 |
| | <i>Schedule 4 - Daily Biosafety Compliance Control - Vehicles.....</i> | 34 |
| | <i>Protocol flow chart</i> | 35 |

Consequences of Breaching this Protocol

1.1. Compliance

This Protocol is mandatory. The health of ESA's workers and consultants (ESA's Personnel), that of their respective families, and that of the members of the Communities that live in ESA's area of influence depend on the compliance of this Protocol.

1.2. First Time Default

ESA workers and/or consultants who fail to comply with this Protocol for the first time will be reprimanded and a record will be kept in the company's files.

1.3. Subsequent Defaults

If a worker and/or consultant breaches this Protocol a second or subsequent time, ESA will have the power to terminate the respective contract as such breach puts at risk human lives and ESA's operation.

Basic Preventive Measures

2.1. Cleaning and Personal Hygiene

2.1.1. Contact with Others

1. Avoid physical contact with other persons
 - Keep 2m social distance during work, transport and lodging
 - Do not greet shaking hands or by kissing
2. Avoid crowded places

2.1.2. Personal Hygiene

1. Thoroughly wash your hands with soap and water, on frequent basis and always before eating (minimum 20 seconds)
2. In the absence of soap and water, clean your hands thoroughly with hand sanitizer or antibacterial hand wipes with at least 70% alcohol
3. Cover your mouth with your elbow when coughing and sneezing
4. Don't touch your eyes, nose, mouth, or face with your hands
5. Daily, change out your clothes into clean ones
6. Don't share clothing, towels, or bedding

2.1.3. Personal Protective Equipment

1. Wear the following Personal Protective Equipment at the Office, at the Hotel, during transport, and in the field (when you have no other option than keeping 2 meters or less of social distance)
 - Face mask
 - Face shield
 - Safety glasses
2. Do not share your Personal Protective Equipment
3. Wear Personal Protective Equipment in accordance with ESA's instructions

2.1.4. How to Pay

1. Avoid cash payments. If you pay in cash, always [disinfect](#) it

2. Prefer either debit or credit cards payments or bank transfers

2.1.5. Signs and Symptoms of Covid-19

1. When you feel sick or have been potentially exposed to Covid-19:
 - While at home: Stay at home and report the situation immediately to the Occupational Physician
 - While working: Isolate yourself from other people using permanent barriers (e.g. a different room) or temporary barriers (e.g. your tent), and report the situation immediately to the Occupational Physician
2. Report the following signs and/or symptoms to the Occupational Physician (available 24 hours, 7 days a week at cel:098323-1559):
 - General discomfort
 - Cough
 - Phlegm
 - Stuffy nose
 - Nasal discharge
 - Headache
 - Shivering
 - Thermal sensations
 - Fever
 - Abnormal rapid heart rate
 - Shortness of breath
 - Diarrhea
 - Loss of taste and / or smell

2.2. Cleaning and Disinfection of Objects and Surfaces

2.2.1. Disinfectants

Use the following products to disinfect:

- 70% Alcohol
- Fifth Generation Quaternary Ammonium Solution

- 5% Chlorine solution
- 5% Sodium hypochlorite solution
- Other disinfectants, following the recommendations contained in the corresponding label
- In the absence of disinfectants, use hot water and soap or detergent, generously

Note: Do not mix chlorine with other chemicals as it is toxic and loses its disinfecting effect

2.2.2. What do you need to disinfect?

Disinfect everything that has contact with the hands. e.g.:

- Cellphones
- Handsets and headsets of telephones
- Floors
- Desks
- Computers
- Toys
- Door handles
- Handrails
- Light switches
- Kitchen surfaces
- Bathroom surfaces
- Steering wheels
- Seats and surfaces with which you may have contact (when you use public transport)
- Commonly used objects and surfaces
- Anything that comes in contact with bodily fluids (e.g. potentially contaminated surfaces or clothing when you wipe your nose or sneeze)

2.2.3. How to disinfect?

1. Wear rubber gloves to perform cleaning and disinfection tasks
2. Use the [Disinfectants](#) indicated in this Protocol

3. When finish disinfecting, wash your hands thoroughly with soap and water (minimum 20 seconds)

2.3. Waste

2.3.1. Organic Waste

Deposit organic waste (e.g. food waste of animal or plant origin) in **green bags**

2.3.2. Mixed Waste

Deposit common waste (e.g. plastics, cardboard, paper and cans) in **black bags**

2.3.3. Hazardous Waste

2.3.4. Dispose waste contaminated with bodily fluids (e.g., paper towels, toilet paper, masks and other items of the [Personal Protective Equipment](#)) in **red bags**

2.4. Transport

1. When traveling to and from the Office, the Hotel and the field exclusively
 - Use vehicles and/or aircraft authorized by ESA, or
 - Walk
2. Avoid public transport
3. In case you need to use a vehicle not authorized by ESA, before accessing it, make sure you spray a [disinfectant](#) on the seats, door handles and other surfaces you may touch

At the Office and the Hotel

The Occupational Safety Department is **Responsible to Ensure Compliance with the Protocol at the Office and the Hotel**

3.1. When Entering the Office and the Hotel

1. Clean your shoes before entering the Office and the Hotel on the designated "foot-mats"
2. Wear the [Personal Protective Equipment](#) in accordance with the instructions provided by ESA
3. Thoroughly wash your hands with soap and water as soon as you enter the office (minimum 20 seconds)

3.2. During Work (or While at the Hotel)

1. [Disinfect](#) your personal belongings twice a day
2. Don't share phones, desks, office supplies, tools or equipment
3. Do not allow other people to enter your bedroom at the Hotel
4. Consume only food prepared by the Hotel or another supplier authorized by ESA
5. Do not share food or table utensils (e.g. plates, cutlery, glasses)
6. At the office, thoroughly wash your own tableware and store it in a plastic bag for your exclusive personal use
7. Wash your hands thoroughly with soap and water (minimum 20 seconds) after taking off your [Personal Protective Equipment](#)
8. Dispose the items of your [Personal Protective Equipment](#) in the designated red garbage bags

3.3. Responsibilities of the Office Cleaner

1. Make sure you wear your [Personal Protective Equipment](#) (including a biosafety suit) properly to perform cleaning and disinfection tasks
2. [Disinfect](#) all office surfaces daily (floors, desks, computers, electrical outlets, bathrooms, etc.)
 - Before ESA's Personnel enter the Office, and
 - Once all ESA's Personnel leave the Office for the day
3. Ensure restrooms are permanently stocked with toilet paper, soap/handwash and disposable hand towels

4. Ensure each office is supplied with disposable towels and alcohol for Personnel to clean their work surfaces
5. Ensure waste is properly disposed. See [Waste](#) section of this Protocol

3.4. Hotel Responsibilities

1. Only ESA Personnel duly authorized by the Occupational Physician is allowed to enter the Hotel
2. Hotel staff, its contractors and suppliers must follow the [Basic Preventive Measures](#) included in
 - This Protocol
 - The Covid-19 Epidemiological Surveillance Protocol for Accommodation Establishments and Food Outlets supplied by ESA (when applicable)
 - The applicable provisions issued by the national or local government

In the Field

4.1. Provisions Applicable to All Field Personnel

4.1.1. Required Health Status

1. Field personnel (including CLEDs) must have no pre-existing health conditions such as high blood pressure, obesity, diabetes or cardiorespiratory, respiratory (e.g. asthma, recurrent pneumonia, COPD), cardiovascular or cerebrovascular diseases
2. Field personnel (including CLEDs) must be able to perform field work, following a previous assessment by the Occupational Physician
3. No person with symptoms of Covid-19 will be accepted for field work

4.1.2. Relationship with Local Communities

1. ESA's Personnel must not have physical contact with people from the Local Communities
2. If ESA's Personnel is required to spend a night at a Local Community, such Personnel must set up a camp outside the Community or on the Airstrip
3. Do not drink local beverages (expressly including chicha), considering they are prepared and consumed sharing the same container, which increases the risk of Covid-19 contagion
4. Points 1, 2 and 3 above apply to the CLEDs during the Field Visits

4.1.3. Food

1. At the Field, eat only food prepared by a Cook hired by ESA
2. Do not share food or tableware (e.g. plates, cutlery, glasses)
3. Thoroughly wash your own tableware and store it in a plastic bag for your personal use

4.1.4. Before Departing for the Field

1. Make sure that the Occupational Physician, or his delegate, has performed a PCR test to detect if you are or not a carrier of Covid-19
2. Self-isolate and have no contact with other persons between the moment the PCR test is performed and the moment you are picked up by the Vehicle authorized by ESA to go to the Field

4.1.5. During the Field Visit

4.1.5.1. Camping Tents

1. Use one camping tent per person. Do not share it. Sleep exclusively in camping tents
2. [Disinfect](#) the camping tent on the following occasions:

- As soon as you assemble it
- Once a day

4.1.5.2. Relationship with Local Communities

1. Do not meet ANY unauthorized person during your visits to the Field (including family members)
2. NEVER approach Local Communities during your visits to the Field

4.1.5.3. Social Distance

1. Keep a distance of 2 meters from other persons
2. Wear masks and face shields if you need to be around a person within less than 2 meters

4.1.5.4. Tableware and Food

1. Carry your tableware and water container in your backpack. Do not share them
2. Thoroughly wash your tableware with detergent and water after eating. Place it in a plastic bag once it is dry. Close the bag and put it back in your backpack
3. Do not share food or drinks with others

4.1.5.5. Hygiene

1. Follow basic [Cleaning and Personal Hygiene](#) measures
2. Strive to change your clothes daily
3. Ensure that the [Waste](#) bags are tightly closed and return them with you to the Macas Office for final disposal

4.1.5.6. Covid-19 Symptoms

1. If you have [signs and/or symptoms](#) of Covid-19, separate yourself from others to prevent its spread. If you are not walking, isolate yourself in your tent
2. Immediately report your [symptoms](#) to the Occupational Physician (or the Field Leader, if you are on a Field Visit) so that he/she activates the [Protocol for Suspicious or Probable Cases of Covid-19](#)

4.1.6. At the End of the Field Visit

1. [Waste](#)

- Make sure you take all the [Waste](#) generated during the Field Visit back to the Macas Office for final disposal
- Pack hazardous [Waste](#) in at least two red bags, properly sealed and [disinfected](#)

2. Relationship with Local Communities

NEVER approach Local Communities during your visits to the Field

4.2. Responsibilities of the Logistic Department

4.2.1. Before Leaving for the Field

4.2.1.1. Food

Ensure fresh food (e.g. onion and garlic) is packed in properly sealed plastic bags, subsequently [disinfected](#)

4.2.1.2. Field Equipment

[Disinfect:](#)

1. The field equipment (tents, sleeping bags, mats, blankets, etc.)
2. The tools
3. The samples

4.2.1.3. Personal Protective Equipment and Cleaning Supplies

Pack:

1. For each Individual (In individual bags):

- [Personal Protective Equipment](#) in sufficient quantity for the duration of the corresponding Field Visit
- The following cleaning supplies:

Alcohol 70%

Hand sanitizer

Antibacteria soap

Toilet paper

2. For the Exploration Team as such:

- 5 liter pump sprayer
- [Disinfectant](#) in sufficient quantity for the duration of the corresponding Field Visit

4.2.1.4. Tableware

Mark the tableware of each member of the Exploration Team with his/her name and pack them in individual bags

4.2.1.5. First Aid Kit

Pack the first aid kit supplied by the Occupational Physician

4.2.1.6. Satellite phone

Confirm that the satellite phone plan has enough time to make calls during the Field Visit

4.2.1.7. Waste

Make sure to provide the Exploration Team with green bags (only for drilling days), black bags and red bags in sufficient quantity for the Field Visit

4.2.1.8. Vehicles

1. Number of Drivers

Hire 2 drivers for trips of 9 hours or more

2. [Disinfection](#) Record

- Inspect the Vehicles authorized by ESA, daily, in the morning, before boarding passengers, to determine if proper [disinfection](#) has been done, following this Protocol
- Fill out the form [Daily Biosafety Compliance Control - Vehicles](#) (Schedule 4). Keep a copy for ESA and give another to the driver of the Vehicle

3. Transport of Passengers

Coordinate transport of passengers with the Occupational Physician, SCR, Geology, the Department of Water and/or the Department of Environment

4.2.1.9. Aircraft

Coordinate the transport of passengers with the Airline at the request of the Occupational Physician, CSR, Geology, the Water Department and/or the Department of Environment

4.2.1.10. Report to the Department of Industrial Safety and Occupational Health and the Field Leader

Inform the Department of Industrial Safety and Occupational Health, and the Field Leader, when the Exploration Team (personnel from CSR, Geology, the Department of Water and/or the Department of Environment) leaves for the Field, that the previous steps have been completed

4.2.2. Returning from the Field

1. Send the field equipment to the laundry (tents, sleeping bags, mats, blankets, etc.)
2. [Disinfect](#) tools and samples
3. Thoroughly wash kitchen and table utensils with soap and water

4.3. Responsibilities of the Administration and Finance Department

Before the Field Visit ends

1. Insert the payments to be made in the field in individual envelopes marked with the name of each recipient, previously [disinfecting](#) the corresponding cash
2. Hand out the envelopes above mentioned to CSR to make the payments at the end of the Field Visit

4.4. Responsibilities of the Department of Corporate Social Responsibility (CSR)

4.4.1. Visiting the Communities

Share, together with the Department of Industrial Safety and Occupational Health, the following information with the corresponding Community:

1. This Protocol
2. ESA's response to the Covid-19 pandemic
3. Health status of: ESA's Personnel working with the Community and the Field Personnel that will participate in the Field Visit and the CLEDs

4.4.2. At the End of the Field Visit

4.4.2.1. At the Airstrip or Meeting Point - Payments to CLEDs

1. Open the envelopes containing the payments handed to you by the Department of Administration and Finance
2. [Disinfect](#) the cash, pencils and other items with which you have had contact when paying with 70% alcohol, in front of the corresponding CLED
3. Hand out the envelope marked with the corresponding CLED's name to him/her

4.4.2.2. During the 14 Days Following the Last Day of the Field Visit

Monitor, together with the Department of Industrial Safety and Occupational Health, if there has been a case of Covid-19 in the respective Community and if it is related to the work carried out by ESA

4.4.3. Other Responsibilities

Follow carefully the [Provisions Applicable to All Field Personnel](#)

4.5. Responsibilities of the Exploration Team (ESA's Personnel, Cooks and CLEDs)

Responsible Person for Supervising Compliance with the Protocol:
The Field Leader

4.5.1. Number of Technicians

Maximum two ESA technicians can be part of the same Exploration Team

4.5.2. Duration of Field Visits

Field Visits must be at least 14 days

4.5.3. Sampling and Environmental and Water Management Works

4.5.3.1. Before Leaving for the Field Visit

1. [Disinfect](#) tools and materials before departing for a Field Visit
2. Confirm that you have enough water in your backpack, and wash your hands

4.5.3.2. While Taking Samples and/or Performing Environmental and/or Water Works

1. Wear mask and face shield (if the weather is very humid, wear only face shield)
2. Wash your hands thoroughly with soap and water and [disinfect](#) them with gel:
 - Before carrying out sampling and/or environmental and/or water management works
 - After finishing sampling and/or environmental and/or water management works
 - After cleaning the equipment used for the tasks herein mentioned
3. Rock sampling should be done by only one person, when possible
4. Clean the equipment, tools and materials as soon as you finish the sampling and/or the environmental and/or water management works
5. Take off your [Personal Protective Equipment](#) and store it in a single-use ZipLock bag
6. Dispose face masks in red bags for hazardous [Waste](#). Make sure they are tightly closed and return them with you to the Macas Office for final disposal
7. Wash your hands with soap and water or [disinfect](#) them after taking off items of your [Personal Protective Equipment](#)

4.5.4. Kitchen

The only person authorized to enter the kitchen is the cook

4.5.5. Responsibilities of the Cook

1. Wear your [Personal Protective Equipment](#) properly
2. Thoroughly wash kitchen utensils with soap and water before and after using them
3. Do not have contact with the tableware used by the Exploration Team (they should hold their own tableware while you serve them)

4. Dispose waste following the [Waste](#) Section of this Protocol and return it to the Macas Office for final disposal
 5. Do not allow other people to enter the Kitchen
- 4.5.6. Responsibilities of the Field Leader
- 4.5.6.1. [Before Departing from Macas to the Field](#)
Confirm with the [Logistics Department](#) that it fulfilled its responsibilities regarding the preparation, cleaning and [disinfection](#) of the equipment, tools and elements required for the Field Visit
- 4.5.6.2. [During the Field Visit](#)
1. Take the temperature of the members of the Exploration Team each morning before departing for the field
 2. When a member of the Exploration Team presents [signs and/or symptoms](#) of Covid-19:
 - Immediately report the case to the Occupational Doctor (available 24 hours, 7 days a week at the cell phone 098323-1559)
 - Isolate the person from the rest of the Exploration Team. When possible, isolate him in his tent
 3. Designate a sector for biological needs to each member of the Exploration Team
 4. Make sure that the Exploration Team complies with the [Basic Preventive Measures](#) and the [Responsibilities of the Exploration Team](#) contained in the “In the Field” section of this Protocol
- 4.5.6.3. [At the end of the Field Visit](#)
Ensure [Waste](#) is properly packed and that it is returned to the Macas Office for final disposal
- 4.6. Responsibilities of the Department of Environment
When the Exploration Team returns to the Macas Office, properly dispose the [Waste](#)

Logistics Department – Responsibilities

5.1. Vehicles

1. Every morning, before boarding passengers, inspect the Vehicles authorized by ESA to determine if they have been [disinfected](#) following this Protocol
2. Inform the Department of Industrial Safety about the government permissions required to mobilize Vehicles during the Covid-19 emergency

5.2. Field Works

Other responsibilities contained in the section [Responsibilities of the Logistic Department](#) contained in the “In the Field” section of this Protocol

Industrial Safety - Responsibilities

6.1. Vehicles

1. Inspect the Vehicles before driving and make sure they have been properly cleaned and [disinfected](#)
2. Confirm with the respective driver that the Vehicle has been [disinfected](#) following this Protocol
3. Obtain government permissions to mobilize the Vehicles during the Covid-19 emergency
4. In the absence of the Occupational Physician, assess the driver's [signs and/or symptoms](#) and record the corresponding information on the [Symptoms Progression Form](#) (see Schedule 2) and on the [Respiratory Symptoms Investigation Form](#) (see Schedule 3). Immediately inform the results to the Occupational Physician

6.2. Field Works

In the absence of the Occupational Physician:

1. Together with CSR, share the information contained in the section [Visiting the Communities](#) with the corresponding Community
2. Assess [signs and/or symptoms](#) of Field Personnel (including CLEDs) and immediately report suspected or probable cases of Covid-19 to the Occupational Physician

6.3. Other Responsibilities

Comply with the responsibilities delegated by the Occupational Physician

Occupational Physician– Responsibilities

7.1. Personal Protective Equipment

Wear the following items when assessing ESA's Personnel (including CLEDs):

- [Personal Protective Equipment](#) described in this Protocol
- Biohazard Coverall
- Apron

7.2. Availability

24 hours a day, 7 days a week

7.3. Before Returning to Work after the Lock-down

7.4. Deliver a training workshop on this Protocol, with emphasis on the proper use of [Personal Protective Equipment](#)

7.5. At the Hotel

1. Provide a list of people authorized to enter the Hotel to the security guard
2. Assess the [signs and/or symptoms](#) of ESA's Personnel that enters or stays at the Hotel
 - At least once a day
 - Before authorizing the departure of a person from the Hotel (once the quarantine period has expired, and as long as the corresponding PCR test is negative)
3. Record the corresponding information on the [Symptoms Progression Form](#) (see Schedule 2) and on the [Respiratory Symptoms Investigation Form](#) (see Schedule 3)
4. Instruct personnel with [signs and/or symptoms](#) of Covid-19 to remain isolated and activate the [Protocol for Suspicious or Probable Cases of Covid-19](#)

7.6. In the Field

7.6.1. Before Departing for the Field

1. Confirm that Personnel are not infected with Covid-19:
 - Perform a PCR test on ESA's Personnel heading to the Field to detect if they are infected with Covid-19
 - Assess [signs and symptoms](#) of ESA's Personnel heading to the Field

2. Only authorize the entry to the Field of ESA's Personnel with a negative PCR result and who does not have [signs and/or symptoms](#) of Covid-19
3. Activate the [Protocol for Suspicious or Probable Cases of Covid-19](#) in the event of a positive PCR test result
4. Keep record of the [signs and symptoms](#) of ESA's Personnel assessed by you and include the corresponding information on the [Symptoms Progression Form](#) (see Schedule 2)
5. First Aid Kit

Hand out a first aid kit to the Logistics Department. It shall include basic medicines to treat ESA Personnel heading to the Field that has [signs and/or symptoms](#) of Covid-19

7.6.2. When Accessing a Community

1. Together with CSR, explain the information mentioned below. If required, request the Industrial Safety Department to do so.
 - This Protocol
 - The way ESA has handled the Covid-19 pandemic
 - The health status of the ESA's Personnel that will participate in the Field Visit and of the Community CLEDs
 - Assess [signs and symptoms](#) of potential CLEDs
2. Perform a Covid-19 serology test to potential CLEDs
3. Inform CSR and Geology the name of the CLEDs authorized to be part of the Exploration Team (only CLEDs with negative serology test results)
4. Follow the [Protocol for Suspicious or Probable Cases of Covid-19](#) when deemed necessary

7.6.3. During the Field Visit

In the event that a member of the Exploration Team has [signs and/or symptoms](#) of Covid-19:

1. End the Field Visit and order the Exploration Team to return to the respective Runway or Meeting Point
2. Activate the [Protocol for Suspicious or Probable Cases of Covid-19](#)
3. Instruct the persons with [signs and/or symptoms](#) of Covid-19 that are not admitted into a medical facility and to the rest of the Exploration Team to remain in 14 days of quarantine
4. Once the quarantine has been completed, coordinate with the Logistics Department the transport of people who do not show [signs and/or symptoms](#) of Covid-19 to their respective Community (CLEDs) or to their homes (ESA's workers and contractors who live in Macas)

7.6.4. At the end of the Field Visit

1. On the Runway or Meeting Point

- Assess the [signs and symptoms](#) of each member of the Exploration Team
- Inform CLEDs about Covid-19 [Basic Preventive Measures](#)

2. During the 14 days following the end of the Field Visit

Together with CSR, during the 14 days following the end of the Field Visit, monitor if there has been any case of Covid-19 in the respective Community and, in the event of cases of Covid-19, if they are related to the works carried out by ESA

7.7. Protocol for Suspicious or Probable Cases of Covid-19

When a suspected or probable case of Covid-19 comes to your attention:

1. Instruct the persons with suspected or probable cases of Covid-19 ("Patient(s)") to isolate themselves from healthy persons to prevent contagion, using permanent barriers (e.g. wall, different room) or temporary barriers (e.g. tents in case of Field Visits). Rooms must not have the air conditioning on
2. Report the case to the Ministry of Public Health at the telephone line 171 or 911
3. If the Patient is in an accommodation establishment, report the case to the corresponding manager
4. Coordinate with the Logistics Department the transport of the Patient in a Vehicle authorized by ESA to his/her home or to a medical facility (general hospital of Macas or Centro Clínico Quirúrgico Ambulatorio de Macas)
5. Ensure that the Patient wears properly the [Personal Protective Equipment](#)
6. Escort the Patient to his/her home or a medical facility
7. In the event that the Patient goes to his/her home, inform the Patient's relatives about the [Basic Preventive Measures](#) that they must follow and provide them with the necessary [Personal Protective Equipment](#)
8. Daily monitor the health status of Patients
9. Visit Patients who report symptoms complication at their respective homes, if applicable, according to your criteria
10. Instruct home isolation of ESA's Personnel (including CLEDs) who have been in contact with Patients

11. Monitor the health status of ESA's Personnel (including CLEDs) who have been in contact with Patients
-
- 7.8. **When to Delegate**
The Occupational Physician may delegate his/her responsibilities to the Department of Industrial Safety and to other health professionals authorized by ESA when he deems it appropriate
 - 7.9. **Other Responsibilities**
Carefully follow the other responsibilities contained in this Protocol and related documents. Other responsibilities contained in such documents are not transcribed here considering that you participated in their preparation and that, as a health professional, you have the technical knowledge to respond to Covid-19

Road Vehicles and Aircraft

8.1. Passenger Protective Measures

All passengers must wear their [Personal Protective Equipment](#) during the trip, following the instructions provided by ESA

8.2. Measures Specific for Aircrafts

Follow [Basic Preventive Measures](#) from this Protocol as well as the protocol of the corresponding airline

8.3. Measures Specific for Road Vehicles

8.3.1. Protective Measures for Drivers

Drivers must:

1. Be in optimal physical and psychological conditions
2. Do not wear a beard
3. Wear your [Personal Protective Equipment](#) following the instructions provided by ESA
4. Carry an extra change of clothes
5. Wear rubber boots for cleaning tasks
6. Wear a reflective vest when repairing the vehicle on the road

8.3.2. Responsibilities of the Drivers

1. Clean the Vehicle daily and [disinfect](#) it each time before boarding
2. Ensure the Logistics Department inspects your Vehicle every morning, before boarding passengers, to determine if it has been properly [disinfected](#) following this Protocol

8.3.3. Maximum Number of Passengers

1. Maximum 3 people (including the driver)
2. Ensure one empty seat between passengers and do not use the front seat beside the driver
3. Ensure there is an empty row between passengers when the Vehicle is a van

8.3.4. Vehicle Requirements

1. Vehicles must have washable seat covers
2. Use only washable rugs

8.3.5. Cleaning Kit, Fire Extinguisher and First Aid Kit

Carry the following items in the Vehicle:

1. Cleaning supplies:
 - 70° Alcohol
 - Hand sanitizer
 - Antibacterial soap/hand wash
 - Wet towels with 70 ° Alcohol
 - Toilet paper
 - [Disinfectant](#)
 - 2-litre hand pump or sprayer
2. Containers suitable for:
 - Mixed [Waste](#)
 - Hazardous [Waste](#) (wet wipes, gloves, face masks)
3. First-aid kit approved by ESA's Occupational Physician

8.3.6. Vehicle Documentation and Insurance

Carry the following items in the Vehicle:

1. Permit to mobilize the Vehicle during the pandemic, when applicable in accordance with the corresponding canton requirements, the guidelines of the cantonal "COE" and government regulations
2. Vehicle registration
3. Vehicle inspection
4. Valid vehicle insurance
5. Drivers license
6. National ID

8.3.7. Vehicle Cleaning and Disinfection

8.3.7.1. Cleaning

1. Use regular car wash or detergent
2. Start from the inside followed by the outside from top to bottom

Ensure cleaning

- Cab
- Floors
- Ramps
- Running boards
- Doors
- Trunk
- Hard-to-clean areas

3. Continue with the outside of the Vehicle from top to bottom

Ensure cleaning

- Car body
- Wheels
- Fenders
- Doors
- Sides
- Hard-to-clean areas

4. Rinse with high-pressure water to fully remove detergent and organic matter

5. Remove excess water (e.g. with microfiber towels)

8.3.7.2. **Disinfection**

1. Spray the entire Vehicle with [Disinfectant](#) before boarding passengers
2. Remove all organic or inorganic matter (e.g. animals feces and mud) before applying the [Disinfectant](#)
3. Do not rinse the [Disinfectant](#). Let it air-dry
4. Disinfect the internal part of the Vehicle with 70 ° alcohol, and repeat the procedure as many times as necessary

8.3.8. Number of Drivers

Two drivers are required for trips of 9 hours or more to avoid accommodation establishments during the trip

8.3.9. Gas and Tolls

8.3.9.1. Gas

1. Stock up on gas before starting the trip
2. Avoid interacting with the fuel dispatcher, when re-stocking gas during the trip
3. Prefer credit or debit card. When paying with cash, [disinfect](#) the change as soon as you receive it by spraying alcohol

8.3.9.2. Tolls

1. Pay tolls with exact cash to avoid receiving money back
2. In case of receiving change back, [disinfect](#) it with a manual sprayer or with 70% alcohol
3. [Disinfect](#) your hands every time you handle cash

8.3.10. Before Boarding the Vehicle

1. Ensure that the passengers heading to the Field have been assessed by the Occupational Physician
2. Ensure passengers are [disinfected](#) before boarding the vehicle:
 - Spray passenger clothing with a [Disinfectant](#)
 - Spray passengers' shoes with a [Disinfectant](#)
3. Verify that passengers wear a mask and goggles or face shield

8.3.11. During the Ride

1. Only get on the Vehicle people authorized by ESA
2. Do not make unnecessary stops
3. Only stop in establishments authorized by ESA
4. Keep windows closed when people approach the Vehicle
5. Do not use the air conditioner. On the road, keep windows open to ventilate the cab
6. [Disinfect](#) the steering wheel, lever, handles and other surfaces exposed to potential contamination
7. Only dispose of masks and gloves in red bags and keep them away from passengers

8.3.12. Staying in Hotels due to Force Majeure

When spending a night at a Hotel because of force majeure:

1. Use the hand sprayer to [disinfect](#) the area where you will stay as well as the surfaces and items you need to be in contact with
2. Carefully follow the [Basic Preventive Measures](#)
3. If you suspect that an occupant or worker of the Hotel has [signs and/or symptoms](#) of Covid-19, immediately report the case to the Occupational Physician (available 24 hours, 7 days a week at cell phone 098323-1559)

8.3.13. End of the Ride

Clean and [disinfect](#) the vehicle at the end of each ride, even if short

Schedule 3 – Respiratory Symptoms Investigation Form

Date: ___/___/___

Name and Last name: _____

ID number: _____

Date of Birth: ._. / _... / _..... Age: _ Sex: _ F _ M _

Nationality: _ _

Country: _____ Province: _____ City: _____

Address: _____ Area: Urban ___ Rural ___

Phone Number 1: _____ Phone Number 2: _____

Occupation: _____

Onset Date

Have you traveled during the previous 14 days: Yes _____ No _____

Country 1: City _____ Length of stay_from_ ._. . . . / _..... / _..... to_..... / _..... / _.....

Country 2: City _____ Length of stay_from_ ._. . . . / _..... / _..... to_..... / _..... / _.....

Country 3: City _____ Length of stay_from_ ._. . . . / _..... / _..... to_..... / _..... / _.....

Country 4: City _____ Length of stay_from_ ._. . . . / _..... / _..... to_..... / _..... / _.....

Country 5: City _____ Length of stay_from_ ._. . . . / _..... / _..... to_..... / _..... / _.....

Country 6: City _____ Length of stay_from_ ._. . . . / _..... / _..... to_..... / _..... / _.....

Have you been in close contact with someone with Covid-19 Signs and/or Symptoms?

Yes ___ No ___ Where _____

MEDICAL APPOINTMENT DATE:

Date 1° Medical Appointment ___/___/___ Health Facility (City): _____

Date 2° Medical Appointment ___/___/___ Health Facility (City): _____

Date 3° Medical Appointment ___/___/___ Health Facility (City): _____

Date 4° Medical Appointment ___/___/___ Health Facility (City): _____

Date 5° Medical Appointment ___/___/___ Health Facility (City): _____

Are you taking anti-inflammatory medication or acetaminophen?

Yes _____ No _____

Signs and Symptoms:

Fever _____ Chest pain _____ Cough _____

Myalgia _____ Shortness of breath _____ Diarrhea _____

Tachypnea _____ Abdominal pain _____ Sore throat _____

Headache _____ Shivering _____ General discomfort _____

Nausea _____ Vomit _____ Other Which? _____

COMORBIDITIES / RISK FACTORS:

Asthma _____ Diabetes _____ Chronic lung disease _____ Obesity _____ Chronic neurological disorder _____ Chronic liver disease _____ Immunosuppression _____ Pregnancy, Weeks of gestation _____ Chronic kidney disease _____ Smoking _____ Heart disease _____

Alcoholism _____ Chronic hematological disease _____

Rheumatological disorder _____

Medical Tests, Past Medical History

Etiology - Diagnostic Testing

Date of collection - first sample: ___/___/___

Types of sampling:

Tracheal aspirate ___ Bronchoalveolar lavage ___

Nasopharyngeal swab ___ Nasopharyngeal aspirate ___ Other: Which _____

Results:

Interview with the Patient, his/her relatives and key persons. Supplement with medical history data.

Include:

- Progression of the current disease
- If the patient has travelled abroad, include travel itinerary, activities during the trip, location on the plane, number and location of stopovers, etc.
- Places visited since the onset of the symptoms (include activities carried out transit locations, means of transport and other risk factors)
- Interview the patient, his/her relatives and key informants. Supplement with important relevant medical history data
- Confirm if the patient and/or relatives have been home isolated
- The patient's relatives shall be interviewed to identify if they have been diagnosed with Covid-19 prior to the patient return to work to determine if contagion has occurred during work or during out-of-work activities

Reviewed by:

Occupational Physician: _____

Patient's signature: _____

Approved and verified by: _____

Schedule 4 - Daily Biosafety Compliance Control - Vehicles

| DAILY CONTROL OF COMPLIANCE WITH THE BIOSECURITY PROTOCOL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---------------------------------|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| Month | DAILY ACTIVITY COMPLETED YES/NO | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| | | L | M | M | J | V | S | D | L | M | M | J | V | S | D | L | M | M | J | V | S | D | L | M | M | J | V | S | D | L | M |
| JUNE | DISINFECTION (AMMONIUM QUATER) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JUNE | BIOSEGUR KIT. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JUNE | FIRST AID BOX | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JUNE | FACE MASK | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JUNE | ALCOHOL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JUNE | GEL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JUNE | GLOVES | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JUNE | GOOGLES | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| JUNE | FACE SHIELD | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

DRIVER: _____

PLATE NUMBER:

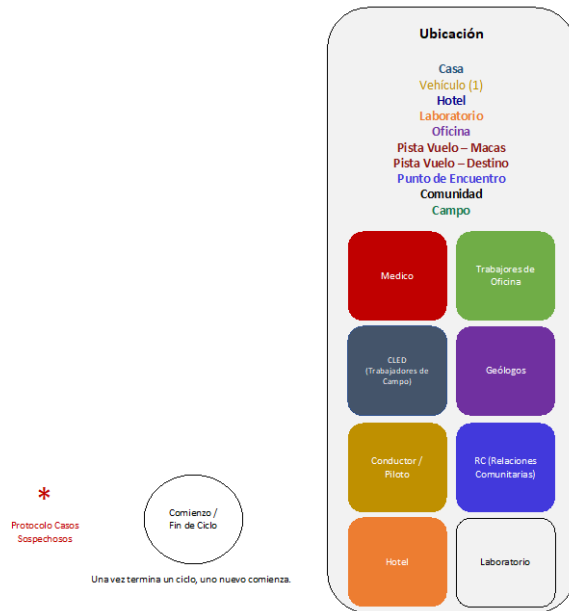
ALBERTO MATUTE
COORD. LOGISTICS AND SUPPLY

SIGNATURE: _____

| SIGNATURE – DAILY REVIEW | | | | | | |
|--------------------------|--------|--------|--------|--------|--------|--------|
| DAY 1 | DAY 2 | DAY 3 | DAY 4 | DAY 5 | DAY 6 | DAY 7 |
| DAY 9 | DAY 10 | DAY 11 | DAY 12 | DAY 13 | DAY 14 | DAY 15 |
| DIA 17 | DIA 18 | DIA 19 | DIA 20 | DIA 21 | DIA 22 | DIA 23 |
| DIA 25 | DIA 26 | DIA 27 | DIA 28 | DIA 29 | DIA 30 | DIA 31 |

Protocol flow chart

Protocolo de Prevención Covid-19



(1) Vehículo Autorizado por ESA (Incluyendo vehículos personales). Si vive en Macas, en lugar de vehículo puede caminar desde su Casa a la Oficina y viceversa

(2) Personal proveniente de fuera de Macas se realiza una prueba PCR en su ciudad y hace cuarentena en su Casa hasta obtener el resultado de la prueba

