



ASSOCIATION OF SCIENTIFIC & TECHNICAL OFFICERS

Registered with the Registrar of Societies Uttarakhand Govt., Registration No. 172 (1967-68)

OIL AND NATURAL GAS CORPORATION LTD.

Room No. 2016, 2nd Floor, Tower-A, Vasant Kunj, New Delhi-110070

Telefax : 011-26129070 Email : amitkumar@ongc.co.in



CENTRAL WORKING COMMITTEE

No. ASTO/CWC/Disaster-COVID-19/2018-21/2

03.04.2020

To,
Chairman and Managing Director
ONGC,
5th Floor Deendayal Urja Bhawan
New Delhi - 110070

Sub: Suggestions for Carrying out Crew Change and further Actions for field Operations

Sir,

In continuation to our earlier letter no. ASTO/CWC/Disaster-COVID-19/2018-21 dated 25.03.2020 we thank EC for taking quick decisions related to measures to ensure that every Ongcian is safe and healthy.

ONGC, under the leadership of EC is taking all necessary steps to face the challenge and threat posed by the growing pandemic of COVID 19. With able guidance of our EC, their quick and effective decision making, support of employees working in field operations, there has been containment of spread of the Virus in our organization and are confident that the our country shall come out of this crisis successfully.

In view of the emergent situation and threat of COVID-19, EC in its Special Meeting held on 21st March 2020 reviewed the operational safety as well as measures to arrest spread of COVID 19 and vide office order no. ONGC/ER/CP/COVID-19/2020/CP extended 14 days on /off duty for continuation for another 14 days (i.e. 14+14) at offshore w.e.f. 23rd March 2020.

EC further reviewed the measures and on 23rd March 2020 extended the duty of ON/OFF in onshore areas for continuation for another 14 days (i.e. 14+14) and duty pattern of 8 hours was modified to 12 hours vide office order no. ONGC/ER/CP/COVID-19/2020/CP dated 23rd March 2020 w.e.f. 23rd March 2020.

The order from GOI for 21 days lock down w.e.f. 24th March 2020 has completely restricted the movement of onboard employees at offshore/onshore field locations till 14th April, 2020. Hence effectively the employees and contract workers can only move out, if possible, by 15th April only.

By that time the employees who are currently on duty would have put in at least 28 to 36 days on ON/OFF duty at various Installations.

As per the information gathered present status of manpower in field operations is as follows **(This is an approximate figure)**:

1. Offshore:
 - a. 1300 ONGC employees, 2100 contractual staff including catering staff associated to 17 process platforms and 8 ONGC Rigs.
 - b. 2100 contractual personnel associated to On 28 Hired Rigs.
 - c. So nearly 5500 personnel are presently working at Mumbai offshore. (Excluding personnel working on construction Barges).



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2. Onshore:

- a. 1400+ ONGC employees in 14 days On/Off at DDA/PSA in drilling/work over and production operations, 100+ in Geoscientific Field Parties in 21 days On/Off. In onshore number of contract employees currently inside the installations/DSA/PSA is not available with us. However, as per our estimates, it is of the tune of 1000, who are working in our fields.
- b. Thus approximately 2500 personnel are presently working in onshore Assets. (Excluding personnel working for logistics support).

Logistics Support available:

1. Offshore: The logistics support available are as under:
 - a. Total available Choppers are 20 (availability may be less in case some choppers are called in for their routine maintenance). Presuming 3 sorties per chopper/ day and considering 50% of seating capacity due to payload and social distancing, 408 passengers can be transferred one way to/from offshore.
 - b. In addition 6 crew boats are available with a capacity to transfer 155 Passengers one way.
2. Onshore: Shift Buses and Vehicles.

In view of the present condition we envisage following scenarios:

- A. Extension of Lockdown by another two weeks or less**
- B. Partial Removal of Lockdown**
- C. Removal of Lockdown Completely**
- D. Removal of Lockdown and then another Lockdown after 14 days or so**

ASTO units have interacted with some of our officers posted in field at offshore and onshore and have assured them of complete support from management which is also evident from the actions being taken by EC. They have also given some suggestions.

Keeping the above in view and to make efforts so that our employees do not continue to carry out duties for longer duration and also based on the inputs from officers posted in field, ASTO would like to make following suggestions:

I. Scenario A: Extension of Lockdown by another two weeks or less

1. In this scenario it may be difficult to carry out complete crew change. It is therefore suggested that we may carry out crew change for local employees i.e. the employees who are in off and can be mobilized from nearby. This we can start doing earlier also say from 6th /7th April for onshore assets and for offshore after establishing the protocol.
2. However, those who have to travel by train or air to reach their family stations will have no other option but to continue till resumption of services.
3. Simultaneously employees at base offices can be deployed for any shortfall, if found feasible by the Asset management i.e. for offshore from Mumbai and for Onshore Assets from the base offices having relevant field experience.



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4. It is suggested that the incoming crew shall undergo medical examination and detailed format be filled for ensuring their travel history etc. In case GOI allows rapid COVID-19 test then the same be explored.
5. As per the information gathered nearly 30 – 40 % employees are from local work centers or nearby areas.

Scenario B: Partial Removal of Lockdown

1. There is a possibility of partial removal of lock down. That is few states may continue to be on lock down condition considering the specific requirements and HOT Spots of COVID-19. In such a case only those personnel to be relieved, where the relievers reach to operating station with readiness to go offshore/onshore.
2. Offshore and Onshore field experience personnel at base office having relevant field experience may also be advised for self-quarantine at home, so that they can be deployed to offshore as a replacement on short notice.
3. In this scenario also we may carry out crew change for local employees i.e. the employees who are in off and can be mobilized from nearby places.
4. It is suggested that the incoming crew shall undergo medical examination and detailed format be filled for ensuring their travel history etc. In case GOI allows rapid COVID-19 test then the same be explored and be carried out.

Scenario C: Removal of Lockdown Completely

1. Personnel moving into field are first isolated at Base (an area needs to be identified for lodging). Medical Examination and other protocols including Covid-19 testing must be done before sending to field to safeguard on board employees.
2. Local relievers to be identified and above mentioned test can be performed and they can be sent to field duty, 15th April onwards. List of such employees can be prepared. The only aspect is we need to see that at least earlier they must have undergone SAS/HUET trainings if being deputed to offshore.
3. Out station employees need to be advised to plan their journey and book tickets in advance accordingly on or after 15th April.
4. Out station employees may also be allowed to book tickets through channels other than SBT and same may be approved with controlling officer for TA bill submission.
5. All the empaneled hotels to be taken into confidence about the movement of ONGC personnel from offshore to destination points and vice versa.
6. Adequate stay arrangement should be done for incoming and outgoing employees. Extended hotel stay facility should be provided due to limitation of flights/ trains / road transport under prevailing situations.
7. Medical certificate to be issued by ONGC doctors/ competent medical authority to the employees coming from offshore to Helibase for hassle free journey to their home. This certificate can be used as valid journey document.
8. All vehicles used for transporting to and from Helibase/ DSA/PSAs need to be sanitized after every trip and only designated drivers with PPE should be allowed to operate such vehicles.
9. In view of limited logistic support and prevailing situation, all personnel can be relieved in a staggered manner, adhering same testing protocol especially for offshore.



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Scenario D: Removal of Lockdown and then another Lockdown after 14 days or so

We shall have to enhance the stay of employees who are on duty and follow the actions proposed in scenario III after removal of lockdown.

- II. An SOP for disinfection may be put in place at entrance and exit of crew change locations.
- III. 12 hours shift should continue.
- IV. Suitable compensation for additional duties performed by our officers during this trying period.
- V. Enhancement of security cover to field going officers in CSSS. This has been discussed in bilateral meeting with management held on 05.02.2019 (refer MOM) and the same can be easily implemented as an additional financial security for field going employees.
- VI. Officers who have got stuck due to lockdown in QTF/On-Off duty or on official leave be treated on duty as working from home.
- VII. Communication Package: As majority of officers are working from home the country is facing enhanced requirement of data. Cellular Operators Association of India (COAI) that represents all Telco's, estimates that data consumption on an average has increased 30% in the lockdown period so far. It is therefore requested that the communication facility limits of three facilities – Mobile, Landline and Broadband be combined to give a common limit for all communication facility. This issue was deliberated in detail in bilateral meeting with Management held on 05.02.2019(refer MOM). It was informed by the Management that the matter is being examined by CIO for its technical feasibility. The employee can choose the facility as well as limit for that particular facility to ensure that all falls within the overall limit.

Sir, all these suggestions are mainly to ensure that our operations continue seamlessly to ensure flow of Oil and Gas which is our prime responsibility and we would also like to bring out that the employees in field have put in lot of extra work and have taken initiatives to ensure that the production of Oil and Gas continues. They have also worked in very hazardous circumstances and have also taken the risk of daily dealing with contractual work force coming from unknown backgrounds. Therefore, we feel that the employees need the much needed break and recognition.

With warm Regards


(Amit Kumar)
President CWC

Copy to:

1. Dir(Fin)/Dir(Off)/Dir(On)/Dir(HR)/Dir(Expl)/Dir(T&FS)
2. ED - Chief ER
3. ED-CIO
4. President/Secretary – All ASTO units