



APPENDIX 8

Medical Emergency Response

Purpose

Ensure provision of *Medical Emergency Response* (MER), to minimise the potential consequences of workplace injury or acute illness.

Target Audience

- Site Controllers, Facilities Manager, Logistics Leader, Emergency Coordinator, Emergency Response Team (ERT), Health Manager.

Scope of Application

This document applies to all *Sakhalin Energy LLC Assets, Facilities, Operations, Projects and Activities*, including activities undertaken by any *Contractor* on behalf of the *Company*.

Requirements

Site Controllers / Facilities Managers are Responsible for requirements 1 to 2.

1. Provide access to medical care taking into account the risks associated with the type and place of work, for all persons who perform work on behalf of the Company.
2. Ensure that medical care is provided in case of occupational injuries and diseases at a level corresponding to the level of medical care provided in an employee's country of residence.¹

Emergency Response Coordinators / Emergency Managers are Responsible for requirement 3.

3. Establish and maintain a tiered approach to medical emergency response under the overall Emergency Response Plan, which includes:
 - first aid treatment, including defibrillation, by a Designated First Aider (DFA) **within 4 minutes**;
 - assessment and stabilization by a medical Emergency professional **within one hour**;
 - admission to and care at the nearest Local Hospital **within four hours**;
 - Referral to an appropriate specialist hospital (depending on the nature of injury / illness and condition of the injured).

If medical care cannot be provided within the above time frame, perform a risk assessment and implement risk mitigation measures to ensure that the risk is as low as reasonably practicable (ALARP).

The Head of Corporate Health Section is *Responsible* for requirements 4 to 10.

4. Conduct Site Medical Reviews.
5. Approve MER Manuals for assets.
6. Arrange and supervise the advanced first aid training course for the Company's employees.
7. Manage the mobilisation of medical personnel of the Health Care Service Provider (HCSP) for the Company's clinics located at remote assets and work sites.

¹ This can be achieved through individual health insurance or reimbursement of fixed insurance coverage amount (foreign direct hire employees) in accordance with the policies and procedures of the Human Resources Directorate.



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8. Ensure that the Medical Evacuation Procedure is observed.
9. Maintain liaison with healthcare facilities (can be ensured through HCSP), local hospitals, specialist hospitals, and service companies.
10. Participate in MER exercises and investigation of incidents to identify lessons learned. Monitor the performance of HCSP and provide reports as required by Site Controllers.

The HSE General Manager is *Responsible* for requirement 11.

11. Approve the MER Guidelines and perform risk assessments to ensure that risks have been reduced to ALARP level.
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APPENDIX 1. PROCEDURE FOR MEDICAL EVACUATION TO A SPECIALIST HOSPITAL

Procedure	<div style="text-align: right;">Action Party ⇒</div> <div style="text-align: left;">Corrective action ⇓</div>	Corporate Health Section	Health Care Service	Level 3 Hospital	Level 4 Hospital	Emergency Coordinator	CEO	Insurance Company	Transportation
		Advisor	Provider						
1. Medical certificate	The Corporate Health Section Specialist , in cooperation with a physician(s) of a local hospital and acting through the HCSP, shall assess the condition of the injured and determine the need for specialised medical services to further respond to an injury or illness for the sake of saving the life and protecting interests of the injured.	●	●	●					
2. Identification of Level 4 Hospital	The Corporate Health Section Specialist , in cooperation with the HCSP , shall identify a specialist hospital(s) in the Russian Federation or abroad in accordance with the Level 4 Medical Evacuation Decision Matrix (Appendix 2).	●							
3. Notification and Support	<p>The Corporate Health Section Specialist shall notify the Emergency Coordinator on the requirements and conditions for medical evacuation (urgency, method of transportation) to the specialist hospital.</p> <p>The Medical Evacuation Decision Matrix (Appendix 2) shows when the Emergency Coordinator shall contact the CEO and inform the Corporate Health Section Specialist of the decision made.</p> <p>The Emergency Coordinator shall provide support in accordance with the Emergency Coordination Procedure.</p>	●				●	●		
4. Arrangement of Medical Evacuation	<p>The Corporate Health Section Specialist, acting through HCSP, shall:</p> <ul style="list-style-type: none"> Obtain a consent from a health insurance company of the injured to pay for medical evacuation and treatment, or otherwise agree on alternative arrangements in accordance with the Medical Evacuation Decision Matrix; Obtain a consent from Level 4 hospital to admit the injured; Ensure the availability of all permits (passports, visas, etc.) to leave the Russian Federation and arrive at the point of destination in case of medical evacuation from the Russian Federation; <p>Arrange appropriate transportation and initiate medical evacuation of the injured to the agreed specialist hospital.</p> <ul style="list-style-type: none"> During the medical evacuation, the injured shall be accompanied by the appropriate physician(s). Until the completion of medical evacuation, progress information shall be provided on a regular basis. <p><i>(Note: If an aircraft / ship is required, the pilot or captain shall inform whether the injured can be transported, and may refuse to transport in case of a security hazard. Medical evacuation at night is strongly discouraged.)</i></p>	●	●	●	●	●	●	●	



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Appendix 2. Medical Evacuation to a Specialist Hospital Decision Matrix

