



Memorandum

No. 0968/HR/MEMO/BSI/X/2020

Kepada / To : Karyawan PT BSI dan Kontraktor / Employee of PT BSI and Contractors
Dari / From : General Manager Operations (Acting)
Tembusan / Copied : Manager / Department Head, Serikat Pekerja
Tanggal / Date : 29 Oktober 2020 / October 29th, 2020
Perihal / Subject : **Langkah Pencegahan Dini Covid-19 / Early Preventive Measures Covid-19**

Dengan hormat,

Sehubungan dengan perkembangan penyebaran Covid-19 saat ini, khususnya di wilayah Kabupaten Banyuwangi, maka Perusahaan kembali memandang perlu untuk melakukan langkah-langkah pencegahan dini. Sehubungan dengan hal tersebut, Perusahaan perlu mengatur sebagai berikut :

1. Semua karyawan pelaku perjalanan field break maupun karyawan yang keluar dari Kabupaten Banyuwangi (FIFO/Non FIFO) wajib melakukan test PCR atau Rapid Test Antigen pada akhir masa field break atau sebelum kembali ke site. Pada 2 (dua) hari sebelum perjalanan memasuki site karyawan FIFO dan 1 (satu) hari bagi karyawan Non FIFO wajib mengisi Form Skrining Kesehatan Deteksi Dini Covid-19 dengan melampirkan hasil PCR - Negatif. atau Rapid Test - Non Reaktif. Biaya pelaksanaan test PCR atau Rapid Test dapat diklaim ke Perusahaan dan tidak mengurangi plafon kesehatan dari Karyawan. Bagi yang hasilnya Positif segera melaporkan ke atasan dan Team Task Force Covid-19 selanjutnya melakukan karantina Mandiri/dan atau penyembuhan di Rumah Sakit sampai dinyatakan sembuh dengan hasil PCR Negatif sesuai prosedur, baru bisa kembali ke site.
2. Prioritas test kesehatan deteksi dini pencegahan Covid-19 bagi pelaku perjalanan tersebut di atas adalah berurutan sebagai berikut : Swab (PCR) atau Rapid Test Antigen. Jika di sekitar tempat tinggal karyawan terdapat fasilitas Swab (PCR), maka karyawan wajib melakukan test tersebut, jika tidak ada fasilitas maka karyawan wajib melakukan Rapid Test Antigen, **bukan** Rapid Test Antibodi Plasma atau Rapid Test Antibodi Biasa (cucuk jari)

Dear All,

In connection with the current development of the spread of Covid-19, especially in the Banyuwangi Regency area, Company urges the need to take early preventive measures. In this regard, Company considers it necessary to regulate the following:

1. All employees who travel for field break and/or out of Banyuwangi Residence area are required to take a PCR test or Rapid Test Antigen at the end of the field break period. Further 2 (two) days before the return trip to site for FIFO employees and 1 (one) day for Non FIFO employee are required to fill out the Covid-19 Early Detection Health Screening Form by attaching the PCR results - Negative or Rapid Test - Non-Reactive. The cost of the PCR or Rapid Test can be claimed to the Company and does not reduce the health benefit of the Employees. For those with positive results, immediately report to their superiors and the Covid-19 Task Force Team before returning to site, then carry out independent quarantine / and or healing at the hospital until they are declared fit with a negative PCR result according to the procedure, then they can return to the site.
2. The priorities of the early detection health test for the prevention of Covid-19 for the travelers mentioned above are in the following : Swab (PCR) or Antigen Rapid Test . If there is a Swab (PCR) facility in the vicinity of the employee's residence, the employee is required to carry out the test, if there is no such facility, the employee is required to carry out an Antigen Rapid Test **instead of** Plasma Antibody Rapid Test or Rapid Test General.



3. Semua karyawan dan siapapun yang akan memasuki area PT Bumi Suksesindo wajib menggunakan masker minimal 2 (dua) lapis kain. Masker dengan 1 (satu) lapis kain tidak diperbolehkan dipakai. Tim Asset Protection akan melakukan pengawasan di setiap pintu masuk site.
 4. Masker yang direkomendasikan adalah masker dengan tipe N95, Masker Bedah dan Masker Kain minimal 2 (dua) lapis. Masker Scuba dan Buff dengan 1 (satu) lapis tidak diperbolehkan dipakai karena tidak memenuhi persyaratan kesehatan.
 5. Semua karyawan wajib mengisi kuesioner harian kesehatan dirinya dan keluarga melalui smartphone (atau sementara mengisi form manual), termasuk informasi Covid-19 di sekitar tempat tinggal.
3. All employees and anyone who enters the PT Bumi Suksesindo area are required to wear a mask of at least 2 (two) layers of cloth. Masks with 1 (one) layer of cloth are not permitted. The Asset Protection Team will supervise each site gate.
 4. The recommended masks are masks with type N95, Surgical Masks and Cloth Masks of at least 2 (two) layers. Scuba and Buff masks with 1 (one) layer are not allowed to wear because they do not meet health requirements.
 5. All employees are required to complete a daily health questionnaire for themselves and their families via a smartphone (or manual form of temporary), including information on Covid-19 in their neighborhood

Demikian Memorandum Covid-19 ini kami sampaikan untuk diimplementasikan sebagaimana mestinya.

Here we would convey this memorandum to be implemented as it should be.

Terima kasih atas perhatian dan kerjasamanya.

Thank you for your attention and cooperation.

PT Bumi Suksesindo



Shaun Ryan
General Manager Operations (Acting)