



**Dominion
Diamond Mines**

COVID-19 Response Update

April 15, 2020



Dominion Diamond Mines is dedicated to the well-being of the employees and contractors at site and at home. We engaged a COVID-19 Response Team to meet, gather information and provide updates about the pandemic and risks to our people on a regular basis.

We continue to take direction from the World Health Organization, Public Health Agency of Canada (PHAC), and provincial and territorial health organizations and governments.

Over the last several weeks, Dominion has implemented several new measures at the Ekati mine that you should be aware of returning to work.

On March 19, 2020 Dominion announced that we would suspend operations at the Ekati Diamond Mine to safeguard our employees and the communities surrounding our operations from threat posed by the COVID-19 pandemic.

Although no Dominion employees have tested positive for the Coronavirus to date, this preventative action was determined to be a necessary step given the rapid spread of the virus, the remote location of the Ekati mine's operations and the high frequency of air travel required for employees and support staff to access mining operations.

As a result of the decision to suspend mining and production activities until the Coronavirus pandemic is under control, a minimal care and maintenance crew will stay on with Dominion to maintain the Ekati mine during this interim period.

As the COVID-19 pandemic continues to evolve, territorial and provincial health authorities are stressing the importance of practicing social distancing to prevent the spread of COVID-19. Social distancing means limiting the amount of people you come in contact with, which decreases the risk of transmission.

What does social distancing mean?

It means making changes in your everyday routine in order to minimize close contact with others, including:

- Keeping a distance of at least 2 meters (6 feet) from others, as much as possible.
- Avoiding common greetings, such as handshakes.
- Washing hands frequently with warm soapy water for at least 20 seconds.
- Wearing a mask or facial barrier when unable to stay two metres from others.
- Only going out in public when necessary.

Social Distancing in Dominion Offices

Dominion has moved implemented work from home arrangements for employees in the Yellowknife Office, the Calgary Office and some Ekati mine personnel.

Teams are set up to continue to work from home through online meetings and calls.

Social Distancing

To assist with social distancing, you will notice the following changes at Ekati:

- Top sections in the dining room have been closed off
- Only the middle section is utilized with chairs spaced 2 meters apart
- Spacing between people in line-ups in the kitchen or waiting for buses
- Smaller teams and spacing during all meetings
- Configuration of seating on flights and buses
- New procedures for flight check-out
- Meetings conducted via Skype/Teams

Please keep your colleagues and the mine safe by respecting social distancing!

Social Distancing Protocol for Remote Camps

<https://www.hss.gov.nt.ca/sites/hss/files/resources/public-health-order-covid-19-directed-mineral-petroleum-industry.pdf>

Government of Northwest Territories

SOCIAL DISTANCING PROTOCOLS FOR Remote Work Camps

The Social Health Order of the Northwest Territories aims to reduce the risk of COVID-19. Social distancing is one of the key measures of preventing and slowing the spread of this virus. It is a key measure to help prevent the spread of COVID-19. It is a key measure to help prevent the spread of COVID-19.

The following steps must be taken by all individuals entering the NWT to work sites:

- Workers in closed camps need to practice social distancing (see [NWT Health Order](#)) to enter the NWT camps.
- Workers are also expected to monitor themselves for symptoms. Attached is a self-monitoring form workers use to use for their health needs prior to entry.
- Workers must provide this completed daily self-monitoring form to their Occupational Health Supervisor upon entry to the camp and may be required to provide the completed form as part of compliance with the NWT Health Order.

Health facilities in the NWT are currently limited. We all must take some precautions to keep our communities safe from COVID-19 outbreaks.

What does social distancing mean?

This means making changes in your everyday routine in order to minimize close contact with others, including:

- Avoiding crowded places and non-essential gatherings
- Avoiding common greeting such as handshakes
- Maintaining a distance of at least 2 metres from others, as much as possible

Here's how you can practice social distancing:

- Limit visits to work sites to a minimum, as much as possible
- Stay home as much as possible, including for meals and entertainment
- Separate into public transport during off peak hours
- Use technology to keep in touch with friends and family

If possible:

- Use technology to work or to do a shopping
- Exercise at home or outside away from others

Remember to:

- Wash your hands often for at least 20 seconds with soap and water
- Cough or sneeze into the elbow of your arm or a tissue
- Avoid touching surfaces people touch often

For more information, please visit www.gov.nt.ca/covid-19

If you're concerned you may have COVID-19:

- Separate yourself from others at once as your symptoms appear
- If you are outside of a home with a symptom diagnosis, go home immediately and avoid taking public transit
- Stay home and follow the advice of your public health unit or your government's advice
- Call ahead to a health care provider if you are ill and seeking medical assistance
- Call your supervisor and do not go to work if you are ill

Clean and Disinfect Regularly

Regularly clean and disinfect work areas, including restrooms, break rooms, and other high-touch areas. Use an approved disinfectant against coronavirus. Coronavirus is easy to kill with appropriate disinfectants.

Health Canada has produced a list of registered disinfectants that are qualified for use against COVID-19. <https://www.canada.ca/en/health-canada/services/covid-19/health-products/covid-19-disinfectants.html>

Some approved disinfectants include:

- Ethanol disinfectant
- Accelerated hydrogen peroxide (AHP)
- Quaternary ammonium compounds (QACs)

Always check the manufacturer's information to ensure the product is effective against coronavirus. Follow the product instructions for the disinfectant manufacturer. Make sure you understand the product, use a detergent to clean the surface of all materials prior to the application of the disinfectant.

Surfaces that have come in contact with respiratory secretions or bodily fluids should be cleaned, rinsed, and disinfected. The surfaces and second with an alcohol disinfectant. In addition, use gloves and protective clothing (e.g. plastic apron, if available, when cleaning or handling surfaces). Clothing or linen that has been soiled with bodily fluids.

DO:

- Isolation of individuals for 14 days before you resume work. This means that if you are ill, you must isolate yourself for 14 days before you return to work.
- Use hand hygiene
- Stay home and do not seek work unless advised
- Travel to work sites in a private vehicle that is not a public transit vehicle
- Wear a mask or facial barrier when unable to stay 2 metres from others in a flight of shared air space
- Follow a self-monitoring plan for 14 days with documentation (see attached) Check for fever using a thermometer
- If you develop in yourself noticeable symptoms of COVID-19 (e.g. cough, difficulty breathing, fever) it is important to get medical attention and to isolate yourself immediately to reduce the risk of infection.

For more information, please visit www.gov.nt.ca/covid-19

DO NOT:

- Stop or avoid work with others with other people, where necessary, in the field, or between shifts
- Stop or avoid work in public places such as including delivery to other workers
- Use crowded restrooms or break rooms
- Visit people outside of your workplace and home
- Avoid all non-essential travel outside your jurisdiction

REMEMBER:

- When you're working before or after work, make sure to monitor yourself for COVID-19 symptoms. If you have a fever, cough, or difficulty breathing, you should stay home.
- Wash your hands frequently and use hand sanitizer when soap and water is not available
- Cover your mouth and nose with a tissue when you cough or sneeze. Use a tissue, elbow, or sleeve to cover your mouth and nose
- If you develop symptoms on work site, self-isolate immediately and call the responsible person or contact your local health care provider when you are advised to return to work
- Follow all safety and hygiene protocols issued by your employer, union, and the government

Thank you for keeping the NWT safe and for your service.

For more information, please visit www.gov.nt.ca/covid-19

Social Distancing in Vehicles

PICKUP TRUCK SEATING CONFIGURATION

Dominion Diamond Mines

DO NOT USE

AVAILABLE SEAT

- Ideally, only one occupant per vehicle. If not, pickup truck occupants will be limited to two individuals (passenger sitting behind the driver is the safest configuration).
- Although occupants are physically closer, the seat acts as a barrier and the occupants do not have face to face contact.
- Sitting diagonally in the pickup truck does not meet the 2 meter distance requirement.

Document # HSE RCD 54F 100 Coach Style Bus Seating Configuration
Document Owner: Health and Safety
Date: April 11th, 2020

BUS SEATING CONFIGURATION

Dominion Diamond Mines

DO NOT USE

AVAILABLE SEAT

COACH STYLE SEATING

MAX 28 PASSENGERS SIT NEXT TO WINDOW

Document # HSE RCD 54F 100 Coach Style Bus Seating Configuration
Document Owner: Health and Safety
Date: April 11th, 2020

Changes to Flights

- Pre-screening before employees are allowed to board flights to Ekati
- Social distancing while loading flights
- Summit Air to ensure airplanes are properly cleaned and disinfected before, during and after flights.
- Summit has removed magazines and increased cleaning of headrests and seatbelts.
- Removal of service and emergency use of washrooms only.
- Everyone must stay in their assigned seat for the duration of the flight, as this has been organized to adhere to proper social distancing requirements.



To minimize travel for employees and potential spread of COVID-19 we have received approval to move from a 2 week on/off schedule to a 3 week on/off schedule. This allows for one group of workers to be isolated at the Ekati mine for 21 days.

Two crews on a 3-week x 3-week rotation

- Shift change day will be on Tuesday with PM flights only
- There will be no flights between rotations

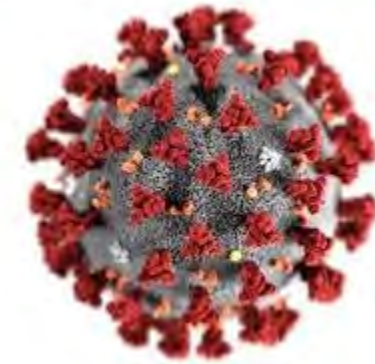
LUT = Lutsel k'e		RAEL = Rae Lakes		WEK = Wekweti		WHA = Whati		YCO = Kuguluktuk		YHY = Hay River		YSM = Fort Smith	
Date	Scheduled Departure	Check In Open	Check In Close	Origin	Destination	Actual Departure	Airline	Aircraft	Stops				
Tue, Apr 14	14:45	14:00	14:30	Calgary	Ekati		SA	RJ100					
Tue, Apr 14	15:30	14:45	15:15	Yellowknife	Ekati		SA	ATR - 72	YHY				
Tue, Apr 14	18:35	18:00	18:00	Ekati	Calgary		SA	RJ100					
Tue, Apr 14	18:45	18:15	18:15	Ekati	Yellowknife		SA	ATR - 72	YHY				
Tue, Apr 14	18:45	18:15	18:15	Ekati	Yellowknife		SA	ATR - 72	YHY				

Site Changes

Dominion continues to remain dedicated to the well-being of the employees and contractors.

All departments and personnel have been working diligently to make several necessary changes at site in response to the COVID-19 pandemic.

Working together, as we recently have seen, will continue to minimize the potential spread of COVID-19.



Mandatory Handwashing

In order to minimize the potential exposure of COVID-19, mandatory handwashing prior to entering the kitchen hall is required.

Proper handwashing is up to all of us. As a group, we can manage and minimize the virus transmission with good hygiene. Every time you walk into the lunchroom, you need to wash your hands.

Antiseptic wipes provided: It is mandatory to wipe down cell phones/coffee mugs/water bottles if they are entering the kitchen/sandwich room.



Changes to Kitchen/Dining Hall

- Self-serve options have been removed.
- Individually packed salads, yogurt, sandwiches are available.
- Soup and breads will be served by kitchen staff.
- Pastries are pre-wrapped.
- Only soft-serve ice cream.
- Enhanced cleaning of tables throughout meal service.
- Removal of tongs and multi-touch items.



Changes to Kitchen/Dining Hall

The removal of dining ware from the dining hall will be prohibited.

This includes blue trays, plates, bowls, ceramic cups and cutlery.

Disposable containers and plastic cutlery are available for those that would prefer to eat in their rooms or other locations.



Changes to Kitchen/Dining Hall

Lines on the floor reminding personnel about social distancing



Increased Cleaning Measures

Working with our partner Tlich Domco enhanced disinfecting and sanitizing of tables and surface areas throughout meal services in the dining halls.

Increased disinfecting and sanitizing in high traffic and touch areas like doors and handrails, handles and knobs to multiple time a day.

COVID-19 Center of Disease Control approved disinfectants utilized at Ekati and Misery.



Accommodations Changes

Accommodations rooms will be cleaned at check out once every three weeks, however, there will still be a mid-rotation sheet change and cleaning.

During Care and Maintenance, personnel will not have a cross-shift in their room. Please put all personal items away when you leave to assist the cleaning staff.

Commissary Hours of Operations at Ekati have been reduced to 6-7am and 6:00-7:30pm daily. Misery will be open for 30 minutes every third day when time and manpower is available.

Gymnasium, Smoke Room and Recreation Areas

Social distancing will be respected in the smoke and recreational areas.

Signage is posted in the weight room, yoga, spin, and gymnasium detailing social distancing, washing, sanitizing, and gym protocol. Cleaning supplies are provided.

Only one person is allowed in the squash and racquetball courts at one time.

The saunas are closed.



Isolation and Quarantine Wing

As a proactive and precautionary approach to manage potential COVID-19 cases, we have established an isolation and quarantine zone at the Ekati mine, in the event of a suspected (presumptive) case. The isolation and quarantine zone will be:

- Located on all three A-Wing extension floors
- All three floor access points (extension doors) will be covered in Poly and 'Do Not Enter' tape
- Posted with clear signage



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- All three floor access points (extension doors) will be covered in Poly and 'Do Not Enter' tape
- Posted with clear signage



Screening Questionnaire Process

Workers will be required to complete the Screening Questionnaire before leaving home for pre-travel screening.

Employees with last names A-M will be called by the PA on the Sunday before their flight for their pre-travel screening.

Employees with last names N-Z will be called by the PA on the Monday before their flight for their pre-travel screening.

If you are travelling to Calgary on the Monday, you may call in Sunday.

The screening process may be updated as information on COVID-19 evolves.

Screening Questionnaire

Dominion Diamond Mines

COVID-19 Screening Questionnaire

Last Name: _____ First Name: _____ DOB (DD/MON/YY): _____

Contact Number: _____ Email Address: _____

Employee Number: _____ Supervisor: _____

Company: _____ Department: _____ City / Town: _____

Consent to use of electronic means of communication: Text E-mail Other: _____

Temperature at airport: _____ °C #2: _____ °C Method: Infrared Thermometer Other: _____

A. Do you have any of the following symptoms:

Cough Yes No Difficulty breathing Yes No
 Fever Yes No Headaches Yes No
 Shortness of breath Yes No Weakness Yes No

B. In the last 14 days have they:

- Travelled to anywhere outside of Canada: Yes No
 c. Date of return to Canada (DD/MON/YY): _____
- Travelled to anywhere outside of the Northwest Territories (NWT residents only): Yes No
 c. Date of return to NWT (DD/MON/YY): _____
- Had close contact with a confirmed or probable case of COVID-19: Yes No
- Had close contact with a health care worker / hospital staff that may have been exposed to a suspected COVID-19 patient without wearing the appropriate personal protective equipment: Yes No
- Had close contact* with a person with acute respiratory illness within the last 14 days: Yes No
- Practiced social distancing for two (2) weeks prior to entry into site: Yes No
- Performed self-monitoring for two (2) weeks prior to entry (sheet witnessed): Yes No
- Had been refused boarding an aircraft in the past 14 days due to a medical reason related to COVID-19: Yes No
- Subject to a provincial or local public health order: Yes No

A positive response to any of the above criteria indicates an increased risk of having or developing COVID-19 or contravenes requirements from the Chief Public Health Officer of the Northwest Territories.

11 Apr 2020 Confidential (Once Completed) Page 1 of 2

Dominion Diamond Mines

BLUE TEXT TO BE READ TO THE EMPLOYEE:

"Following advice from the Chief Public Health Officer of the Northwest Territories, employees will be required to use a facial barrier from the point of pick-up to arrival at Ekati, and for the return flight home if social distancing cannot be maintained. This can be a commercially produced mask, or a facial barrier (homemade or purchased), that must cover your nose and mouth. It is important that each person remains in their assigned seat on the plane and in the bus."

For Screening Staff Only

Comments:

Recommendation: Fit for Travel to Site Unfit for Travel to Site

Self Isolation Self-Monitoring F/U Required - Date _____

Printed name and designation _____ Signature _____ Date _____ Time (MDT) _____

*A close contact is defined as a person who:

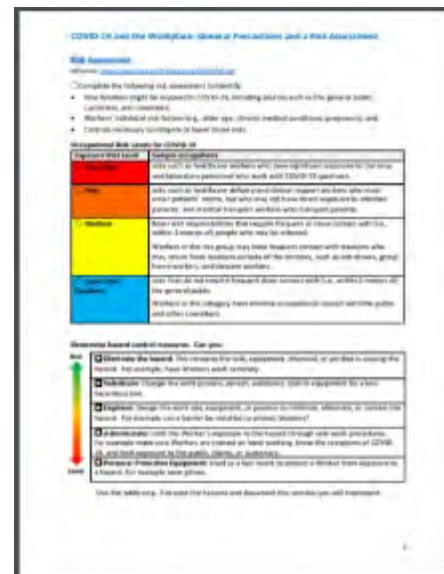
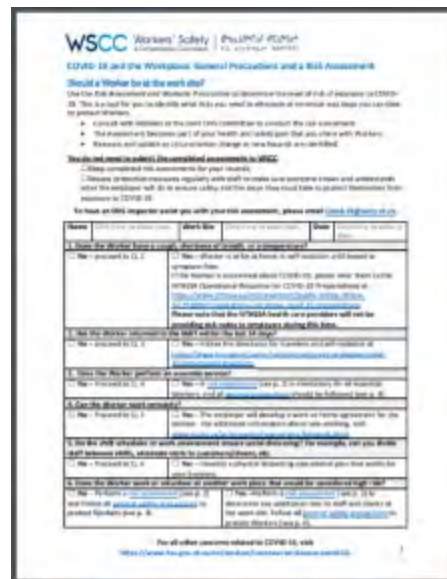
- Provided care for the individual, including healthcare workers, family members or other caregivers, or who had other similar close physical contact with the person without consistent and appropriate use of personal protective equipment; or
- Lived with or otherwise had close prolonged contact (within 2 metres) with the person while the person was infectious; or
- Had direct contact with infectious bodily fluids of the person (e.g. was coughed or sneezed on) while not wearing recommended personal protective equipment.

11 Apr 2020 Confidential (Once Completed) Page 2 of 2

WSCC Risk Assessment

All personnel will conduct a workplace risk assessment with their team prior to work on day one at the Ekati mine.

<https://www.hss.gov.nt.ca/sites/hss/files/resources/public-health-order-covid-19-directed-mineral-petroleum-industry.pdf>



Health Screening

All employees are required to self-monitoring for COVID-19 symptoms daily in your room before starting work.

Here is a sheet to help you keep track of your daily symptoms while self-monitoring.

COVID-19 Daily Self-Monitoring Form for Camp Workers

Get your health care provider and supervisor to know if you develop symptoms.

Name: _____ Port of Entry Screening (if available): _____
 Start Date for Monitoring: _____ Date of Entry: _____
 Date to Start at Camp: _____ Temperature (°C): _____
 Symptoms Present: Yes No (if Yes, _____)

Individuals should self-monitor for symptoms 14 days prior to entry into an at-risk closed camp.

Date each day, check your temperature with a thermometer and then check any of the symptoms you may have developed.

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Date														
No Symptoms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Symptoms:	Get a health care provider and your supervisor to know if you develop symptoms.													
Temperature (specify °C)														
Chills/feverish														
Cough/sneezing														
Loss of taste/smell														
Runny nose														
Red, itchy/swollen/itchy eyes														
Sore throat														
Other, specify														

Employee Signature: _____
 Occupational Health Supervisor Name: _____ Signature: _____

Healthy Respiratory Practices Everyone Can Use to Protect Yourself & Your Community

July 20, 2020

<https://www.hss.gov.nt.ca/sites/hss/files/resources/public-health-order-covid-19-directed-mineral-petroleum-industry.pdf>

Feeling sick at work?

If you are feeling sick when you wake up **do not** report to work and stay in your room.

Do you have:

- Fever
- Cough
- Difficulty Breathing
- Runny Nose
- Vomiting/Nausea/Diarrhea
- Sore Throat



You must call your supervisor immediately and inform them and then call the Physician Assistant to discuss over the phone.

Are we expected to isolate while off-site for 3 weeks?

Workers are required to social distance the 14 days before returning to work.

Workers are also required to self-monitor for 14 days before returning to site, fill out the form and bring this to the charter pick up point as **this will be a part of screening** for access to site.

<https://www.hss.gov.nt.ca/sites/hss/files/resources/public-health-order-covid-19-directed-mineral-petroleum-industry.pdf>

Here is a sheet to help you keep track of your daily symptoms while self-monitoring.

COVID-19 Daily Self-Monitoring Form for Camp Workers

(It goes to your supervisor and to provide a record of your health and any symptoms.)

Name: _____
 Start Date for Monitoring: _____
 Date to Start at Camp: _____

Kind of Camp (optional): _____
 Date of Entry: _____
 Temperature (°C): _____
 Symptoms Present: Yes No (If Yes): _____

Individuals should self-monitor for symptoms (or symptoms experienced at each closed camp).

Over each day, check your temperature with a thermometer and then check one of the symptoms you may have developed.

Day	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Temperature	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Symptoms:	Indicate with an "X" in the box and specify the symptom based on your checklist symptoms.													
Temperature (specify °C)														
Cough/sneezing														
Difficulty breathing														
Cough														
Rhinitis/Runny Nose														
Sore throat/hoarseness														
Diarrhea														
Stomach Issues														
Other, specify														

Employee Signature: _____
 Occupational Health Supervisor Name: _____ Signature: _____

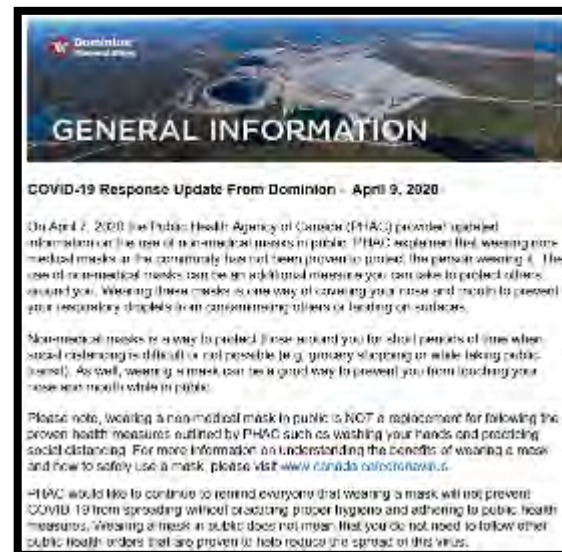
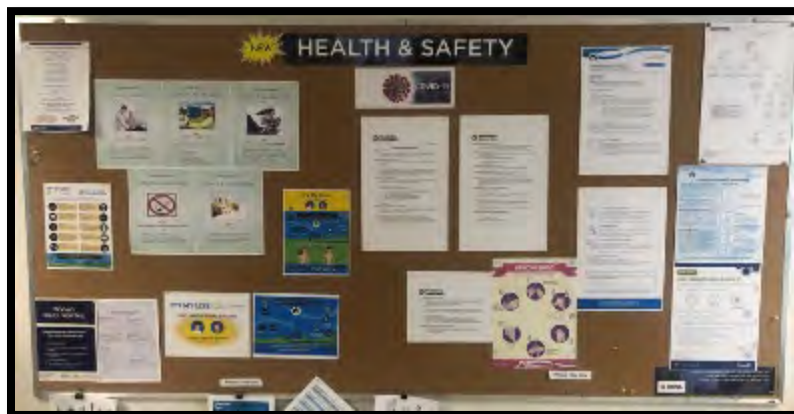
Healthy Respiratory Practices Everyone Can Use to Protect Yourself & Your Community

April 2, 2020

Where can I find the most up-to-date information?

The COVID-19 pandemic is continually evolving. There are several locations around site for the most up-to-date information:

- Main front entrance to Ekati
- Bulletin boards
- COVID-19 Response Team email communications
- Physician Assistants
- Health and Safety Team



COVID-19 Community Engagement

Dominion continues to engage with our Indigenous partners weekly to understand how we can best communicate our actions and measures at the Ekati mine.

In this unprecedented time, we continue to keep our lines of communication open with the regulatory groups such as Inspectors, regulatory board, and our Monitoring Agency to ensure our compliance to health, safety and the environment.

Employee Family Assistance Program

We understand this type of situation can be distressing, so we would like to remind all employees of our Employee Family Assistance Program (EFAP). EFAP can be contacted at 1-844-880-9142.

If you have any questions, please reach out to your supervisor or email the COVID-19 Response Team at:

COVID19.ResponseTeam@ddcorp.ca