Thursday, 26 March 2020

To whom it may concern

**RE: Cross Border Transit to Work Site – Essential Traveller Oil and Gas Sector**

This information is given pursuant to:

|  |  |
| --- | --- |
| **Queensland** | **South Australia** |
| Direction issued by the Chief Health Officer (Queensland) pursuant to section 362B of the *Public Health Act 2005* | clause 5(d) of *Schedule 1 to the Cross Border Travel Direction 2020* dated 24 March 2020 issued by the State Coordinator under the *South Australian Emergency Management Act 2004* |

this letter issued by «Company\_Name» confirms that «Personnel\_First\_Name» «Personnel\_Last\_Name» is an Exempt Person in accordance with the Direction as listed above..

In accordance with the Direction «Personnel\_First\_Name» «Personnel\_Last\_Name» is essential to operations, must undertake time-critical work and must work on-site to conduct «Defined\_Activity» at «Company\_Facility» which is located in [Worksite State].

They will be travelling to this [Worksite State] worksite from [State of Residence]on «Date\_of\_Travel\_to» and returning to [State of Residence] on «Date\_of\_Travel\_Return».

All personnel undertaking essential travel have been instructed to travel via the most direct route to and between [Residence State] and the worksite.

All «Company\_Name» personnel undertaking essential travel have been instructed that they must fully comply with our COVID-19 management protocols as a mandatory precondition for exemption and, in addition to this letter, it is expected that the exempt person above will carry:

* Photo identification (eg driver’s licence); and
* A completed and signed [self-declaration]

Should further clarification of «Personnel\_First\_Name» «Personnel\_Last\_Name»’s Exempt Person status be required, please contact «Company\_Contact\_Person» on «Company\_Contact\_Person\_Tel».

Yours sincerely

«Company\_Representative»

«Role»