MEMO

16 March 2020

To: All GWO Training Providers & Certification Bodies
From: GWO Secretariat
Cc: GWO Audit & Compliance Committee
Subject: Advisory Notice on CoronaVirus (COVID-19) – Update 4

In the spirit of a shared responsibility for our global society, GWO now issues its 4th guidance on Novel Corona Virus Pandemic and GWO safety training.

### Change Log

<table>
<thead>
<tr>
<th>Date</th>
<th>Advisory</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-Mar</td>
<td>advisory 4</td>
<td>Allowing audits 30 days additional flexibility</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Further clarifying guidance to training providers on delivery of training</td>
</tr>
<tr>
<td>16-Mar</td>
<td>advisory 3</td>
<td>Extend temporary measure until 1 June.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Extension of refresher period to 60 days as response to WHO declaration of pandemic</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Initial guidance on delivery of training</td>
</tr>
<tr>
<td>12-Mar</td>
<td>advisory 2</td>
<td>Measure extended until 14 April and affected regions outside China</td>
</tr>
<tr>
<td>21-Feb</td>
<td>advisory 1</td>
<td>Temporary measure until 1 April, limited to affected regions in China</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Extended refresher period 30 days</td>
</tr>
</tbody>
</table>

### BACKGROUND

Novel Corona Virus 2019 (causing COVID-19) is considered a Pandemic (see note 4) by World Health Organization. If left un-mitigated infection rates will see exponential growth, and the accumulated effects of this growth threaten to overwhelm health systems everywhere, with greatly increased mortality rates for severe cases of COVID19 as well as for a range of other diseases whose treatment will also be impacted. A pandemic of novel corona virus therefore requires extraordinary mitigating measures to delay the spread and maintain the outbreak at acceptable levels, within the capacity of health systems to respond.
Recognizing these measures imposed by governments and companies disrupts normal life and business everywhere we must also acknowledge wind power plants are critical infrastructure and must be maintained throughout the crisis. Shifting to home working and virtual meetings is not an option for wind technicians, neither during normal workday nor while attending GWO training. During training, practical exercises are central to acquiring safety skills at the required level of learning. During audits, witnessing instructors delivering training is central to quality assurance and requires physical presence of the auditor.

Employers, auditors, training providers and course participants therefore may face a dilemma: Do we refresh/re-audit GWO safety training now to mitigate work related risks? Is it more responsible to postpone and mitigate virus related risks? Not one answer fits all and must be based on a local assessment.

In the face of the above, GWO now offers the following guidance to its stakeholders:

1. GUIDANCE TO TRAINING PROVIDERS ON CONTINUED DELIVERY OF TRAINING

GWO strongly advise training providers to follow World Health Organisation guidelines for prevention in schools, workplaces and institutions, as well as to follow recommendations from national health authorities.

Further, during the delivery of GWO training, take reasonable precautions to deliver the learning objectives while observing precautionary measures to avoid spread. As a minimum, the following measures are recommended:

In all modules:

a. Update your safety instructions and emergency procedures: Every GWO Standard contains in lesson 1 a 15-minute lesson on “Safety Instructions & Emergency Procedures”. We strongly advise all training providers to adapt their introductory lessons to include reference to good hygiene, social distancing and other measures you introduce in accordance with the guidelines mentioned above.

b. Implement measures according to the guidelines mentioned above to mitigate ways virus may spread, including planning of exercises to allow social distancing, and prevent spread of virus from shared use of equipment. Introduce disinfection regimes between uses.

c. During practical exercises in any GWO module where course participants are used as an injured person (casualty), we recommend training providers to use a dummy as the injured person.

d. If infected (or displaying symptoms), instructors and course participants must refrain from attending training.

In specific modules:

e. During First Aid and Enhanced First Aid (including refresher) modules for when practicing CPR on a resuscitation mannequin. Training staff shall continue to
demonstrate correct CPR, however course participants (delegates) shall not be required to perform mouth-to-mouth part on mannequin. However, delegates must still practice establishing an airway and verbally confirming delivery and correct number of rescue breaths (without contact between course participants mouth and the mannequin's mouth), and otherwise complete the exercise as described.

f. During Working at Height initial and refresher training, all practical exercises can be performed using a rescue dummy as injured person (casualty), including the double evacuation and ladder rescues of a conscious person

g. During Advanced Rescue Training (Initial and Refresher), when performing practical rescue exercises where the course participants (delegates) are required to work in teams, these exercises may be carried out as single rescuer, making sure to cover planning of rescue in teams and teams communication during rescue.

2. EXTENDED FLEXIBILITY FOR REFRESHING EXISTING TRAINING

GWO safety training usually have a validity period of 24 months. Validity may be refreshed attending refresher training. If the refresher training is completed within the last 60 days before expiry, validity periods are extended by 24 months. This remains in effect.

Participants who allow their training validity to expire are ordinarily not allowed to refresh validity through a refresher course. They are required to attend the initial course to obtain a new record (See Note 1).

However, GWO has agreed to allow as a temporary measure until 1 June that:

1. Course participants unable to refresh previous training within the 24 months validity period, are granted an option to take the planned refresher training up until 60 days after expiry.

2. Training Providers offering the refresher training to course participants under this exemption must contact GWO to receive further instructions.

IMPORTANT NOTE:
The measure to allow attendance to refresher courses up until 60 days after expiry does not constitute an extension of agreed validity periods for GWO training, and does not constitute a general exemption towards employers and duty-holders to ensure employees have adequate safety competences. It remains an employer prerogative to make decisions on whether to require valid training or give exemption.

Until such time as certified GWO training can resume, we encourage employers who employ technicians whose training validity expires and who have reasonable reasons for expiry, to consider making exemptions and to take other measures to maintain necessary safety skills in whatever way is locally practicable, such as through exercises and managerial supervision. It continues to be important that the affected persons
remain competent to perform their job functions safely and does not pose risk to themselves or to others working around them in the interim period.

The 24-month validity of most GWO training courses has been agreed to by the membership due to observed skills deterioration which happen over time and as an alignment to legal requirements put in place for those same reasons in various jurisdictions across the world.

Skills deterioration can mean trained skills are forgotten as they are not used during normal work (such as First Aid) or can mean gradual deviation from the correct and safe skills practices acquired during training.

3. EXTENDED FLEXIBILITY FOR SCHEDULING SURVEILLANCE AUDITS AND RE-AUDITS

1. Certifications, re-certifications and surveillance audits currently have a two-month grace period prior to and following the expiry of their certification. GWO will allow as a temporary measure, an additional 30 days.
2. In case the additional 30 days are needed, the auditors must contact GWO to receive further instructions.

NOTES:

1. Source: Basic Safety Training Standard v13 5.7 'Validity Period'; Advanced Rescue Training Standard v1 5.8 'Validity Period'; Enhanced First Aid Standard v1 5.6 'Validity Period'
2. GWO Reference Source – our previous advice on 6th March defined "affected countries or regions" as those where internal travel restrictions had been imposed by domestic governments: https://pandemic.internationalsos.com/2019-ncov/ncov-travel-restrictions-flight-operations-and-screening