

Rotational Workforce Notice Chevron Asia South Business Unit

Dear Chevron Contractor,
Asia South Business Unit (ASBU)

(Note: The intent of this message is to those contractors that provide a rotational workforce to our operation. If your company does not provide a rotational workforce, you may disregard.)

The news continues to report and indicates the H1N1 Influenza virus continues to spread. While the severity of the virus appears to be mild, new cases continue to be diagnosed and, like any contagious illness, resurgence of the virus is possible, especially during the next influenza season. It's difficult to determine whether a global pandemic will occur, when it will occur, and how long it will last. There is a high likelihood this will be something that requires our continued vigilance for an extended period of time.

A Message From Chevron ASBU Health and Medical

DATE: May 18, 2009
FROM: Chevron ASBU Health and Medical
TO: ASBU Rotators
SUBJECT: Health and Medical Update #1 - H1N1 Influenza Outbreak

You are receiving this message because you work for Chevron on a rotational schedule. Your role requires you to routinely travel to and from Chevron ASBU facilities. Additionally many of you will be traveling to and from H1N1 affected countries. Since our goal is to maintain a healthy and productive workforce it is important for you to take certain precautions to minimize your health risk while traveling.

At this stage Chevron's only guidance on travel is to limit travel to business essential and to increase travel precautions especially to and from locations where outbreaks have surfaced. Whenever in doubt as to whether travel is necessary please consult your supervisor.

Traveling can be stressful. We are often fatigued before, during and after travel, lowering our immunity. Below are some recommended guidelines you should follow to protect you, your families, and our Chevron facilities from getting or spreading H1N1 Influenza:

Before and during travel

- Monitor the situation, including restrictions of the countries involved in your travel plans. Follow the latest Company advisories. Should you have any doubt whether to travel consult your supervisor.
- Exercise good personal hygiene which includes:
 - Washing your hands with soap before eating, after being out in public places and after coughing and sneezing.
 - Use an antibacterial, alcohol based hand-cleanser, when soap is not available.
 - Cover your mouth and nose with a tissue when you cough or sneeze and put your used tissue in a wastebasket. If you don't have a tissue, cough or sneeze into your upper

sleeve, not your hands.

- Avoid large group social gatherings or being around people who have flu-like symptoms.
- Those planning international travel for work should pack influenza prevention items such as:
 1. hand sanitizer
 2. disposable alcohol wipes
 3. surgical masks
 4. tissue
 5. thermometer
 6. temperature monitoring log
 7. Panadol (or paracetamol or acetaminophen)
- Ensure you get adequate rest and stay hydrated.
- Limit your alcohol consumption which will help protect your immunity and enable better rest.
- During flights, consider use of a simple surgical mask which can help keep nasal passages moist. The air inside commercial aircraft is purified but because the air is dry and cool, nasal passages are impacted and thus more susceptible to viruses.

Upon Arrival

- Pay attention to announcements from the local government.
- Follow local public health guidelines, including any movement restrictions and prevention recommendations. Please ensure your supervisor is aware of your location and status.
- Continue to exercise good personal hygiene as noted above.
- Closely monitor your health for 7 days.
- Seek medical attention immediately, if you feel sick.

Ultimately, it is our individual responsibility to be socially responsible - stay away from the workplace if unwell and maintain good personal hygiene to ensure a safe and healthy working environment for all.

Chevron's Health and Medical Services will continue to monitor the situation and provide updates as necessary.

Further information on the H1N1 virus and preventative measures can be found on the World Health Organization (WHO) and the Center for Disease Control (CDC) websites.

Regards,

Mike Comeau
Regional Strategic Procurement Manager
Asia South Business Unit
Chevron Asia South Ltd.