

City Manager
Glenn Steckman

Port Director
Joy Baker

Harbormaster
Lucas Stotts



Nome Port Commission
Jim West, Jr., Chairman
Charlie Lean, Vice Chairman
Derek McLarty
Shane Smithhisler
Scot Henderson
Russell Rowe
Gay Sheffield

102 Division St. • P.O. Box 281
Nome, Alaska 99762
(907) 443-6619
Fax (907) 443-5473

**NOME PORT COMMISSION
WORK SESSION & REGULAR MEETING AGENDA
THURSDAY, APRIL 16, 2020 @ 5:30/6:30 PM
COUNCIL CHAMBERS IN CITY HALL**

WORK SESSION – 5:30PM:

COVID-19 Impacts to Facility Opening/Operations:

REGULAR MEETING – 6:30PM:

- I. ROLL CALL**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
 - 20-02-20 Regular Meeting (Draft)
- IV. CITIZEN'S COMMENTS**
- V. COMMUNICATIONS**
 - 20-02-18 CDC's Interim Coronavirus Guidance on Ships
 - 20-03-18 USCG MSIB 07-20 Coronavirus Guidelines for Ports/Facilities
 - 20-03-27 USCG MSIB 11-20 Essential Maritime Critical Infrastructure Workers
 - 20-04-02 USCG MSIB 12-20 Vessel & Facility Spill Response Plans
 - 20-04-03 USCG MSIB 13-20 Coronavirus impacts to TWIC
 - 20-04-13 Crowley Develops Medical Support Barge – Maritime Executive
- VI. COMMISSIONER UPDATES**
- VII. HARBORMASTER REPORT**
 - Harbormaster Report – Verbal Update
- VIII. PORT DIRECTOR REPORT/PROJECTS UPDATE**
 - 2020-04-13 Port Director/Projects Status Report
 - Results of Harbor Ramp Replacement Bid Opening - Handout
- IX. OLD BUSINESS**
 -
- X. NEW BUSINESS**
 - Proposed Fuel Line Settling Repair – Industrial Pad
 - Seakers Repair Proposal – Pipeline Settling (Task 1)
 - Nome Causeway Fuel Pipeline Line Drawing
 - Nome Industrial Pad Fuel Pipeline Photo Markup
- XI. CITIZEN'S COMMENTS**
- XII. COMMISSIONER COMMENTS**
- XIII. NEXT REGULAR MEETING**
 - May 21st, 2020 - 5:30pm
- XIV. ADJOURNMENT**



April 7, 2020

Dear Communities and Tribal Councils of Bristol Bay:

We are writing to you to confirm our commitment that we are prioritizing the health and safety of the Communities and Tribal Councils of Bristol Bay.

The Naknek/King Salmon Taskforce of the Alaska Fishing Industry Safety & Health (AFISH) Committee developed a guideline list of safety protocols that participating seafood companies and other participants could use to improve specific company plans during the 2020 Bristol Bay salmon season. We commit to implementing these guidelines and have incorporated them into our plans. We further commit to sharing these plans with you, openly and with transparency. Our plans include:

- Verbally screening all employees before they are given incoming flight information. The screening includes asking about COVID-19 symptoms and whether they, or someone they have had close contact with, has tested positive for COVID-19 in the past 14 days.
- Conducting an in-person medical screening (questions and temperature check) at the Anchorage or SeaTac airport.
- Scheduling the most direct flights to King Salmon to reduce time in other airports.
- Instructing employees to meet their company contact outside of the King Salmon airport to limit the number of people in the airport building at one time.
- Operating as a closed campus. No visitors will be allowed at the plant, and employees will be told that the campus is closed, meaning they have to stay on company property.
- Ensuring the 14-day quarantine standard is applied, upon arrival, to employees arriving from other locations, in accordance with State Health Mandates.
- In-person medical screening before the start of each shift.
- Practicing social distancing whenever possible, including, but not limited to:
 - Staggering coffee breaks.
 - Staggering meal periods.
 - Prohibiting employees from congregating in groups.
 - Maintaining a distance of 6+ feet from others.



CITY OF SAINT PAUL

ALASKA

NOTICE: SAINT PAUL HARBOR CLOSED

On March 27, 2020, Governor Mike Dunleavy issued Health Mandate 012 authorizing small communities to adopt travel restrictions that are more restrictive than otherwise permitted in Health Mandate 012 to control and prevent the spread of COVID-19 into Alaska communities.

On April 13, 2020, the City Council passed Emergency Ordinance 20-92 to close the City Harbor pursuant to the State Health Mandate 012 and CCO 14.10.060 to prevent the spread of COVID-19.

Effective April 13, 2020 at 5:00 PM through May 14, 2020, as may be extended, the City **harbor is closed to all vessels except vessels: whose home port is St. Paul; carrying cargo containers or fuel; delivering snow crab; picking up or dropping off crab pots; owned and operated by the federal or state government; exempt from restriction under the Alaska Small Community Emergency Travel Order, or granted access under state or federal law.** These actions are taken pursuant to the State of Alaska Health Mandate 012 and CCO 14.10.060.

All vessels seeking access to the harbor must seek prior approval from the Harbor Master prior to entering the harbor. Vessels permitted entry remain subject to further regulation as reasonably necessary to protect the health and safety of Saint Paul residents, which may include requiring all individuals to remain on the vessel while docked or mandating personal protective equipment be worn.

Failure to follow order may result in civil and criminal penalties.

- Limiting the number of plant personnel who have a business need to interact with the local community (“runners”).
- Training runners on social distancing and hygiene practices.
- Following protocols established by local businesses.
- Encourage everyone to handle business indirectly via email, phone calls, mail, or fax.
- Eliminating self-service in the cookhouse.
- Requiring mandatory hand washing or sanitizing to enter the cookhouse.
- Training the cookhouse staff on hygiene practices related to reducing virus transmission.
- Increasing the number of employees on the housekeeping staff and implementing a thorough, rigorous cleaning and disinfecting schedule for all high-contact surfaces throughout the plant (doorknobs, handrails, tables, counters, etc.).
- Working with our fishing fleets to minimize their movement within the community and the plant.
- Ensuring any employees who terminate employment before the end of the season are provided with transportation out of King Salmon.

Please note that this is not a definitive list of all the measures being implemented. Companies will continue to refine their plans as new information and guidance becomes available, including through discussion with communities and tribal councils.

In addition to these measures, each company has included in their plan means with which to isolate and care for employees who exhibit COVID-19 symptoms. We will work closely with Camai Community Health Center to keep employees safely isolated from the community while still ensuring they receive proper medical care.

Thank you for your continued dialog and support. We believe our collaborative efforts will help ensure a safe and productive salmon season.

Sincerely,

North Pacific Seafoods
Dave Hambleton
President & COO

Alaska General Seafoods
Dan Nomura
President

Trident Seafoods
Vic Sheibert
President Alaska Ops

Peter Pan Seafoods
Barry Collier
President

Silver Bay Seafoods
E. Brian Foster, Ed.D.
Chief Manufacturing Officer

Icicle Seafoods
John Woodruff
COO

Ocean Beauty Seafoods
Mark Palmer
President & CEO

E&E Foods
Ken Ng
COO

Leader Creek Fisheries
David Miller
General Manager

Deep Sea Fisheries
John R. Boggs
Owner

Copper River Seafoods
Mark Hansen
COO

From: [Scott Hicks](#)
To: [Joy Baker](#)
Cc: [Brett Farrell](#); [Kevin Anderson](#); [Scott Hicks](#)
Subject: Alaska Marine Lines / Alaska Marine Trucking - COVID-19 - Nome
Date: Thursday, April 9, 2020 3:25:46 PM
Attachments: [AML_AMT_COVID-19 Communication.pdf](#)
[Conditions of Employment-Final.pdf](#)

Caution! This message was sent from outside your organization.

ATTN: Joy Baker – Nome Port Director

To our Customers, Communities and Service Partners:

Alaska Marine Lines/Alaska Marine Trucking are preparing to begin our seasonal operations into coastal Alaska. Despite the many challenges we all face during this difficult time we intend to provide our scheduled service to Alaska communities.

Alaska Marine Lines provides essential transportation to and within Alaska by water from Kaktovik to Ketchikan. We serve more than 100 coastal towns and villages in the state. Many of the markets we serve have very limited transportation alternatives for their essential food and supplies. We take our transportation responsibilities very seriously and are doing everything within our means to assure that our people remain healthy, allowing us to continue to provide these critical services in Alaska.

Keeping our people – and the people of the communities we serve – safe is our top priority, but we must do that while meeting our critical transportation responsibilities to communities throughout Alaska.

We have attached our COVID-19 Protocol Plans for your review. The diversity of ports we serve, and a seasonal workforce, create unique challenges during this pandemic. These plans are being continuously updated to ensure that we have the best possible protocols. Additional site-specific plans have been developed and can be provided.

It is our intention to restrict our vessel and shore side crews from physically interfacing with communities, people and public facilities. We will operate as if we are quarantined in our work stations, namely our trucks, equipment and vessels and avoid shore side contact.

We believe that these plans meet or exceed quarantine and protocol recommendations and requirements of the State of Alaska, Federal Guidelines, and the restrictions recently imposed by local communities and by our customers. We will continue to update and improve these plans and welcome your comments and feedback.

Scott Hicks
President: Alaska Marine Trucking



COVID-19 Prevention and Response Plan Preface

The Alaska Marine Lines/Alaska Marine Trucking plan is an evolving document and constant work in progress. Many companies, communities, customers, processors and others have done excellent work on their plans. We wish to share and collaborate to achieve the best possible practices to assure the safety of our people, our customers and the communities we serve.

There are new technologies changing daily, new ideas and changing conditions with the virus itself. An effective plan must be flexible, constantly evaluated and updated to provide the best possible protocols. We are requesting your comments and feedback. We look forward to working with you.

COVID-19 Prevention & Response Plan

Alaska Marine Lines (AML) and Alaska Marine Trucking (AMT), along with their service partners provide essential transportation services throughout the state of Alaska. Alaska Marine Trucking provides all shore-side services for AML statewide, including all stevedoring operations of AML's cargo vessels in Alaska. In many locations' AML/AMT are the sole providers of transportation services, providing critical goods and services throughout the state, including many coastal villages. These communities rely on our ability to provide the transportation and logistics necessary to support and service these remote locations, many of which can only be conducted seasonally. We understand our responsibility to these communities as part of the "Alaska Critical Workforce Infrastructure" (under Governor Dunleavy's Health Mandate 10.1) so maintaining continuity of transportation services to these communities, particularly during the challenges imposed by the COVID-19 pandemic, is critically important.

As part of the critical infrastructure regarding logistics and transportation services – AML/AMT must act in a socially responsible manner regarding our COVID-19 prevention and mitigation efforts. **We must keep our people, communities and customers safe.**

The logistics of cargo operations in Alaska are often complex and involve multiple entities; shippers, dispatchers, truckers, customer service, warehouse, maintenance, and administrative personnel, machine operators, tugboats and mariners. These challenges as well as importance of following established guidance by the Federal (CDC), State (AKDHSS), and local governmental agencies is critical in order to stem the spread of COVID-19 and allow us to continue to provide these critical services. Our operational plans take into consideration these challenges, and we have addressed mitigation procedures that follow the CDC and AKDHHS guidelines to minimize the spread of COVID-19.

First and foremost, we want to protect the safety and health of employees and the broader communities in which we operate. AML/AMT believes that the prevention and mitigation procedures we have in place will allow us to continue to keep vital commodities flowing uninterrupted to rural communities of Alaska and provide transportation services during this pandemic and do it safely. Though the current environment is challenging to operate in, our mission is to continue to provide these essential services as safely and efficiently as possible without compromising the health, safety and wellbeing of our personnel, service partners, stakeholders and communities we operate in.

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Purpose of this plan

To continue to offer the vital transportation services as required by the communities we serve. Protect employees, communities and customers of AML/AMT. To ensure AML/AMT is acting in a socially-responsible manner in our prevention efforts and response to the COVID-19 outbreak.

Prevention Measures

Social Distancing

The purpose of social distancing is to reduce or eliminate “close contact” between employees, and between employees & customers/vendors/contractors/etc. The Center for Disease Control (CDC) defines a *close contact* as, “**anyone who has been within 6 feet of a person infected with the virus for a prolonged period of time, or has had direct contact with the infected person’s secretions [sneezes, coughs, etc.]”**

1) Working Remotely. All service center managers shall evaluate employee positions for viability of working remotely. In cases where employees can work from home or another location with fewer people, and the technology exists for the employees to perform their jobs effectively (computer access/telephone), these employees shall be advised to work from home or other remote locations. In these cases, Service Center Managers shall arrange for periodic phone calls and/or other communications to maintain contact with these employees.

2) Customer Queues. Customer service areas/customer queues shall be evaluated by managers and procedures implemented to prevent a line or group of customers, drivers, etc. from forming, particularly inside any AML/AMT worksites and facilities. This can include signage asking customers and other visitors to remain outside or in their vehicles until a customer service agent becomes available, etc.

3) CSR/Customer Interaction. Although face-to-face customer/CSR interaction remains a necessity in many cases, procedures shall be implemented to ensure as much distance as possible between the customer and CSR. This can be accomplished by moving workstations back from the customer counter, installing “airport-style” retractable barriers to limit customer movement, etc. CSRs shall wear protective gloves when handling paperwork offered from or to customers, and shall be reminded to wash or disinfect their hands frequently throughout the day.

4) Break rooms. Employee break rooms shall either be closed or thoroughly disinfected several times throughout the day. No food shall be consumed in break rooms. No silverware, ceramic plates, glasses, or other materials such eating utensils shall be used (i.e. nothing to create dirty dishes). Shared food such as cookies, donuts, chips, etc. shall not be introduced into the workplace. Break rooms shall not be used as “gathering areas” for multiple employees on break.

5) Employee meetings. Service center managers shall evaluate the need for all regularly-scheduled or special meetings and consider either cancelling them or finding alternatives to grouping employees together in the same room. In instances where there are no alternatives to holding an *in-person* meeting, the number of attendees should be kept to an absolute minimum, and the meeting should be held in a venue large enough to allow for as much separation as possible (6ft min, if possible). These guidelines shall also apply to one-on-one or other small meeting as well. In many cases, electronic communication (email, conference call, etc.) can easily take the place of live meetings.

6) Freight Operator Interaction. The freight operators in AML/AMT's lay down yards are generally isolated from each other and other personnel as part of their normal work routine. This separation shall be increased by observing the procedures outlined in #5 above when attending/leading pre-freight operation safety briefs, attending critical in-person meeting at the service center, etc. AML/AMT freight operators shall be particularly sensitive to practicing social distancing with Western Towboat, Dunlap, Bering Marine Corporation, or other towing vessels crews before, during, and after freight barge operations. For example, safety briefs should not be conducted within the confines of checker sheds, instead they should be held in open space large enough to ensure a minimum of 6ft of separation between all participants. In many cases, these briefs can and should happen via radio between freight operators and barge crews.

7) Driver Interaction. Drivers shall practice the social distancing techniques outlined in this section, *including the use of nitrile or other protective gloves when handling paperwork to/from a dispatcher or customer*. Many of our customers will expect these social distancing techniques to be used and our drivers are responsible for taking the lead in using them. AML/AMT will work to eliminate unnecessary driver/customer interaction. *All trucks and other vehicles not solely operated by one driver shall be thoroughly disinfected using sanitizing wipes, etc. at the end of each shift, in preparation for handing off to another driver. Shop trucks shall be disinfected after each use.*

8) Visitors to AML/AMT Facilities. Service Center Managers shall restrict the number of visitors, contractors, etc. to their service centers to the maximum extent possible and ensure social distancing measures are implemented when visitors are allowed.

9) Commercial Air Travel. All business-related air travel is to be avoided unless explicitly approved by AML/AMT's President. Managers shall evaluate each travel request on a case-by case basis, measure the needs of the company and of the community(ies) being served against the risk present by traveling, and look for every opportunity to perform the necessary work without the need for travel. Meetings requiring travel should be conducted via video/teleconference, etc. When travel has been approved, the precautionary measures mandated and/or advised by local, state, and federal agencies shall be adhered to.

10) Vacation Travel. We are asking for employees to consider that their actions on their personal time could impact their employment and the communities in which they live and work. Employees must adopt the same level of seriousness in their personal life toward social distancing, hygiene, and appropriate responsible behavior to avoid exposure.

11) Essential travel to/from remote locations. AML/AMT conducts regular and seasonal freight operations in several remote locations throughout Alaska, all of which are defined as "Alaska Critical Workforce Infrastructure" in attachment (A) to enclosure (1). The transportation/freight operations conducted in these locations are in direct support of the seafood and mining industries, and in several cases provide essential goods & services to the local communities. The following procedures shall be followed in each of the following types of locations to avoid the spread of COVID-19, not endanger the lives of the communities in which AML/AMT operates, and to protect our own workers and the essential services they provide:

Personnel Assigned to Remote Mine Sites

- AML/AMT maintains year-round, rotational employees at the Kensington mine outside of Juneau and temporary employees at the Red Dog mine.
- AML/AMT assumes the owners/operators of the mines have submitted a COVID-19 travel/quarantine plan and/or protocols to the state in accordance with enclosure (1), and will verify that any such plans/protocols have been approved prior to sending any additional personnel to this site.
- AML/AMT shall follow all plans, procedures, and/or protocols approved by the state and/or implemented by the mine when transferring personnel into or out of these sites.

Rotational Personnel Assigned to Facilities in Western Alaska/Aleutians

- AML/AMT currently assigns personnel to company-owned/managed service centers and other customer-owned facilities in various locations throughout Western Alaska/Aleutian Islands. These personnel are normally assigned on a rotational basis, being onsite for a specific period of time and then being relieved by alternates and traveling offsite to their homes or other locations.
- Until additional guidance or a relaxation of existing mandates are provided by the state, AML/AMT intends to ensure personnel currently assigned to these remote locations remain in place until further notice and continue to adhere to the social distancing, general cleaning/disinfecting and response guidelines outlined in this plan.
- In the event AML/AMT deems it necessary to transfer personnel into or out of these remote locations, chartered transportation (aircraft, vessels, etc.) shall be considered first with the intent to lessen our employees' exposure to other people. Whether chartered or commercial transportation modes are used, all personnel being sent to these locations shall be screened for symptoms of COVID-19 prior to commencing travel and shall self-quarantine for 14 days upon arrival in accordance with enclosure (1). AML/AMT is comfortable that our employees in these remote locations are capable of self-quarantining themselves *and* performing their normal job duties. The job positions at these remote facilities are primarily focused on the handling of freight and require very little, if any physical interaction with others during the course of a normal workday. It is imperative that the cleaning/disinfecting measures outlined in the plan are followed for any shared equipment (forklifts, trucks, etc.) being used by personnel who are in a quarantine status.
- In cases where AML/AMT's employees are housed in bunkhouses or other communal arrangements, employees shall be provided with dedicated/isolated sleeping quarters during the COVID-19 crisis, and shall not consume food in common areas with other quarantined or non-quarantined employees during the 14-day self-quarantine period. After the 14-day self-quarantine period, social distancing measures shall continue to be followed and employees shall maintain a distance of at least 6 feet from one another. Shared facilities such as bathrooms, showers, etc. shall be thoroughly cleaned and disinfected after *each* use whether employees are self-quarantining or practicing social distancing.
- Employees departing these remote locations are strongly encouraged to adhere to any local, state, and/or federal guidelines or mandates for the location(s) they intend to travel to. Rotational employees leaving Alaska must go through the mandatory 2- week quarantine pre-departure and 2-week on the job quarantine before returning to job site.

Seasonal Personnel Assigned to Facilities in Western Alaska Region and Bristol Bay

- AML/AMT assigns personnel to company-owned/managed service centers and other customer-owned facilities in various locations throughout Western Alaska/Bristol Bay, on a seasonal basis in support of Alaska's seafood industry as well as general freight to communities.
- Personnel assigned to these locations are easier to manage under this plan and current travel mandates due to the fact that they are generally not rotated in and out. Personnel shall remain on worksite for duration of Season.
- Seasonal employees shall immediately begin practicing standard social distancing skills and closely monitor themselves and anyone they have regular contact with, family, etc. for signs of COVID-19 (fever, cough, difficulty breathing). In the event seasonal employees or family members show these symptoms they should be screened by a medical professional.
- ***As a condition of employment during COVID-19 pandemic***, seasonal employees who will be working in remote Alaska locations shall self-quarantine for a minimum of 14 days prior to departing for the remote site. It is imperative that these employees isolate themselves during this 14-day period by not visiting any public establishments such as grocery stores, liquor stores, restaurants, etc. Each seasonal employee will receive a letter outlining the conditions for employment for the 2020 season (enclosure 2) mandating that they are required to self-quarantine prior to traveling to Alaska.
- During this 14-day self-quarantine, employees shall self-screen for symptoms of COVID-19 a minimum of 2 times/day and log the results of this screening on the attached self-screening form (enclosure 3).
- Seasonal employees working in remote areas shall be advised as to their departure point for company-provided transportation to the site (e.g. company-chartered aircraft). Employees shall proceed directly to the point of departure without using public or commercial transportation modes (no taxis, buses, trains, or commercial air travel). Upon arrival at the point of departure, employees shall be screened for COVID-19 symptoms again before being allowed on the aircraft, and will be required to wear PPE (e.g. masks, gloves) while onboard the aircraft. At no time will employee be transiting through public facilities.
- Upon arrival at Airport employee shall use only company provided transportation on site. Employee shall not use public transportation of any type.
- Upon arrival at remote site, employees shall commence a 14-day "on the job" quarantine period. AML/AMT is comfortable that our remote employees are capable of self-quarantining *and* performing their normal job duties. The job duties at these remote sites are primarily focused on the handling of freight and require very little physical interaction with others during the course of a normal workday. Employees shall remain onsite during the self-quarantine period unless actively handling freight, lashing barges, etc. It is imperative that the cleaning/disinfecting measures outlined in this plan are followed for any equipment (forklifts, trucks, etc.) being used by personnel who are in a self-quarantine status.
- Employees shall be provided with dedicated/isolated sleeping quarters, and shall not consume food in common areas with other employees during the 14-day quarantine period. After the 14-day quarantine period, social distancing measures shall continue to be followed and employees shall maintain a distance of 6 feet from one another whenever possible. Shared facilities such as bathrooms, showers, etc. shall be thoroughly cleaned and disinfected after each use whether employees are self-quarantining or practicing social distancing.
- Additional measures shall be implemented to ensure no customer service or other administrative employees are required to be within 6 feet of any customer, etc.

- No touch Proof of Delivery- A modified delivery documentation process has been developed to minimize risk of exposure to the COVID-19 virus through paper documents. In areas considered high risk, eliminating transfer of paper documents with customers shall be required by AMT/AML to reduce exposure.
- Visitors- No visitors will be allowed on company work site, offices, or camp facilities.
- Non-Local employees are not allowed to leave company worksite locations without Manager approval.
- Employees will be required to perform daily self-assessments while deployed and document on company provided log to verify they are symptom free.
- Employees shall comply with all local, state and federal ordinances.
- Refusal to fully comply with this policy may result in being denied transportation to worksite, and discipline, up to and including termination.

Requirements for Vessel Crews

- All personnel arriving from outside of Alaska will self-quarantine per State of Alaska Health Mandate 10.1. All personnel under quarantine or self-isolation guidelines will maintain social distancing at all times.
- All personnel flying to Alaska from out-of-state will be transported directly to the vessel
- Vessels will be cleaned and sanitized prior to departure from port
- Vessel crews and maintenance personnel will self-assess their temperature and assure they are symptom free prior to boarding the vessel
- With the exception of medical emergencies, vessel crews will be prohibited from departing the vessels at the port calls in Alaska
- No shoreside personnel will be allowed to board the tug, except emergency maintenance personnel
- Shoreside personnel in Alaska will follow the six-foot social distancing guidelines when interacting with vessel crew
- Any equipment used by vessel crew during vessel discharge or loading will be sanitized prior to use by shoreside crew
- Vessel tours will be extended for longer periods to the greatest extent practicable, to minimize crew rotations

12) Virus Testing. When/if widespread or readily-accessible testing becomes available in locations served by AML/AMT, testing shall be used for employees assigned to remote locations prior to crewing-up, de-crewing, and/or if the decision is made to continue transferring employees in/out of locations in shifts. Company is making every effort to secure rapid test for COVID-19 for all locations.

General Cleanliness/Disinfection

- 1) Service Center Managers shall ensure, to the maximum extent possible that each AML/AMT facility is adequately equipped with hand soap, hand sanitizer, sanitizing wipes and other disinfectants necessary to properly clean the facility.
- 2) Managers shall ensure that all workspaces are cleaned at least daily, with the exception of the following, which should be cleaned periodically throughout the day: restrooms, break rooms, desktops, telephones, countertops, shared electronic equipment such as printers, copiers, Crossdock devices, Compass devices, etc.

Response Measures

Employee Illness

1) Training. Service Center Managers shall continuously remind all employees of the importance of staying (or going) home if they experience any of the following symptoms:

- Fever
- Cough
- Shortness of breath

Employees shall be advised to either visit [Teladoc.com/Aetna](https://www.teladoc.com) or call Teladoc at 800-835-2362 if they have any of the above symptoms BEFORE coming to work.

2) Employees reporting to work sick. Service Managers shall immediately require any employee who reports to work with any of the above symptoms to immediately isolate themselves from other employees and/or customers, to proceed home (or to their dedicated living space), and to contact Teladoc or another medical professional for an initial COVID-19 determination.

3) Employees calling in sick. Employees who call in sick should be advised/reminded to contact Teladoc if they haven't already done so for an initial COVID-19 determination. All employees should follow the advice provided by Teladoc or other medical professionals and arrange for additional medical exams, testing, as required. Sick employees shall be urged to keep their manager up to date with their general status and to not return to work until they have been symptom-free for over 24 hours AND cleared for work by a medical professional.

4) Employee reports that someone in their home is sick. This scenario shall be treated similar to the scenario above. Employee should be encouraged to use Teladoc or other means to get the person/family member evaluated by a medical professional. The employee should follow the advice of the medical professional regarding their risk of contracting the illness and/or whether they should return to work, self-quarantine, etc. It is assumed that an employee living with someone who tests positive or is determined to be infected with COVID-19 will be advised to self-quarantine for a duration of up to two weeks, so managers should prepare for this eventuality.

5) Employee tests positive for COVID-19. If an AML/AMT employee tests positive for COVID-19, the Service Center Manager shall first ensure the employee has access to adequate/appropriate medical care (i.e. is being taken care of), *report the test result to HSSE and HR*, and determine which employees have had *close contact (see definition on page 3)* with the positive employee in the past 14 days. Any employee(s) who have had close contact with the positive employee should be sent for testing if available/authorized. In the event testing is not available or authorized, these potentially-exposed employees should be sent home or to their dedicated living quarters to self-quarantine for 14-days, if possible. **THIS HIGHLIGHTS THE IMPORTANCE OF PROPER SOCIAL DISTANCING!** If/when these scenarios occur, Service Center Managers should work with the HSSE Manager to determine if potentially-exposed employees in critical job positions with limited physical interaction with other employees and/or customers (e.g. freight operators, drivers, etc.) can still safely perform their work while still being isolated from others. In cases of close contact with another AML/AMT employee who has symptoms of or has tested positive for COVID-19, AML/AMT will assist these employees in self-

quarantining away from their families upon request of the potentially-exposed employee. In all cases, these employees shall self-monitor for symptoms of COVID-19 for a period of 14-days following the last close contact with the positive employee. Employees that present symptoms of COVID-19 shall immediately notify their Service Center Manager in accordance with this section.

Steps the employee who tests positive should take (Per CDC guidance):

- a) Self-isolate at home or in their dedicated living space, except to get medical care
- b) Stay in touch with their doctor, company contracted provider, Teladoc, etc. and follow any medical advice they provide.
- c) Do not use public transportation
- d) Isolate as much as possible from others in the home/bunkhouse (separate “sick room”, separate bathroom, etc.)
- e) Limit contact with pets
- f) Call ahead before going to doctor (they may have special instructions to prevent infecting others)
- g) Wear a face mask, if available.
- h) Cover all coughs and sneezes
- i) Wash hands frequently
- j) Avoid sharing household items
- k) Keep home/bunkhouse cleaned/disinfected regularly

6) Medical Evacuation for employee that test positive for COVID-19 - AMT/AML has secured dedicated chartered aircraft available while the plan is in effect. Employee will be removed from remote worksite and flown to Anchorage on chartered aircraft for Quarantine.

7) Emergency Medivac. In the event a medical professional or other competent authority deems it necessary to evacuate an employee from a remote location and/or a location with limited healthcare, the company shall contact the following medevac providers:

- LifeMed (800-478-5433)
- Guardian Flight (877-708-6013)
- Angel/MedFlight (855-218-4370)
- Life Flight (800-478-9111)
- Medevac Alaska (877-985-5022)

If none of the above commercial sources are able or willing to evacuate the employee, AML/AMT shall charter aircraft as necessary.

8) Determining when positive employee should return to work. An employee who has either tested positive for COVID-19 or a medical professional has determined they have COVID-19 should return to work only after cleared to do so by a medical professional.

The measures outlined in this plan shall be implemented immediately and shall remain in effect until further notice.



March 27, 2020

CONDITIONS OF EMPLOYMENT DURING PANDEMIC
for
Seasonal and Rotational Employees

Dear Employee:

You are essential to maintaining critical infrastructure and essential services in Alaska. These protocols are being instituted to keep our people and the public safe, and to allow us to continue providing the critical services Alaska depends on.

The company's operations are defined as "Alaska Critical Workforce Infrastructure" in Governor Dunleavy's Health Mandate 10.1. We conduct regular and seasonal operations in remote locations throughout Alaska, all of which provide essential goods and services to local communities, including deliveries of food and other supplies, as well as support to the seafood, mining, construction and other essential industries. The following requirements are now conditions of employment for employees required to travel to remote Alaska worksites. The company is enacting this stringent policy to protect both our people and the communities where we work.

This policy will be regularly reviewed and revised as government orders and circumstances change. It will remain in place until existing mandates for quarantine and social distancing are terminated.

Essential travel to/from remote Location

- Personnel currently assigned to remote locations will remain in place for the duration of the work cycle and continue to adhere to quarantine, social distancing, general cleaning and disinfecting protocols as recommended by the CDC.
- In the event the company deems it necessary to transfer personnel into or out of a remote location, chartered transportation (aircraft, vessels, etc.) shall be considered with the intent to lessen exposure to our personnel and other people, and provide an additional measure of safety.

Conditions of employment prior to travel

You must:

- self-quarantine for 14 days prior to departure per CDC guidelines
- self-monitor and document health status twice daily during the 14-day quarantine period, per the attached company document, and after arrival at the work location
- notify the company if you have any COVID-19 symptoms, other illness or exposure to anyone who has been sick with COVID-19 in the last 14 days
- notify the company immediately and if you've had close contact with family or other individuals with COVID-19 symptoms (fever, cough, difficulty breathing)
- be responsible for getting yourself to an air or marine departure location while maintaining self-quarantine and social distancing per CDC recommendations. No commercial travel by air, surface or water is permitted prior to boarding company provided private/chartered aircraft or vessel, i.e., each person shall maintain quarantine protocol while in transit to departure location



- upon arrival at departure point and before boarding company-provided transportation, sign an attestation stating you have adhered to the above requirements
- before boarding company-provided transportation, undergo a screening for COVID-19 symptoms, including a temperature check
- upon request of the pilot, transit directly from the parking lot to the chartered/private aircraft, without entering the FBO lobby.
- wear an approved mask during all flights on chartered aircraft.

Working while under Quarantine

- Upon arrival at destination, all personnel shall move back into a 14-day on the job quarantine period for the worksite as outlined in the company's COVID-19 prevention and response plan. This allows us to continue to do our essential work.
- In cases where company employees are housed in camps, bunkhouses or other communal arrangements employees shall be provided with dedicated/isolated sleeping quarters, and shall not consume food in common areas with other quarantined or non-quarantined employees during the quarantine period.
- Shared facilities shall be thoroughly cleaned and disinfected after each use.

Virus testing

- When/if widespread testing becomes available in locations served by the company, tests will be used liberally before departure to remote worksites, and upon crewing and de-crewing, as may be required by the company and permitted by law.

Your safety and the safety of others is our 1st priority. We can only provide our extremely essential transportation services if we are safe. We are counting on you to do everything practicable to remain healthy.

Refusal to fully comply with this policy may result in your being denied transportation to the worksite and discipline, up to and including termination.



Condition of Work Declaration

Effective: March 23, 2020

As part of AMT's focus on ensuring the health and safety of our employees in response to COVID-19, is requiring all employees and contractors traveling to our job sites to complete this travel form.

Basic information

Name: _____ Date: _____

Supervisor: _____ Signature: _____

Company/Department: _____

Alaska Residents

Have you travelled in the last 14 days outside of Alaska, including the Lower-48 states, Canada, and or foreign countries? ☐ Yes ☐ No

If yes, what date did you return to Alaska? _____

Have you been self-isolating since returning? ☐ Yes ☐ No

Out of State Employees and Subcontractors

Have you been asked to self-quarantine since December 2019? ☐ Yes ☐ No

Have you been in close contact with any person(s) who has been asked to self-quarantine since December 2019? ☐ Yes ☐ No

Have you experienced a recent onset of any illness-related symptoms such as fever, cough, or shortness of breath, sore throat, runny/stuff nose, body aches, chills, or fatigue? ☐ Yes ☐ No

Have you, or anyone in your family traveled outside of the United States in the past 14 days? ☐ Yes ☐ No

Have you been in close contact with any person(s) who have traveled outside of North America in the last 14 days? ☐ Yes ☐ No

Have you been in close contact with any person(s) who has been diagnosed with COVID-19? ☐ Yes ☐ No

Have you, or anyone in your family, been in contact with a person that is in the process of being tested for COVID-19? ☐ Yes ☐ No

Anyone with COVID-19 Symptoms must call their healthcare provider and notify their supervisor.



Fever and symptom monitoring form (2019-nCoV)

Name: _____	Age (years): _____
Street Address: _____	City, State: _____

Take your temperature twice a day, in the morning and in the evening; Mark Y for temperature over 100.4. Mark if you have any of the symptoms: circle 'Y' for Yes and 'N' for No. **Don't leave any spaces blank.**

14-day fever and symptom monitoring form (2019-nCoV), Days 1-7

Day #	1		2		3		4		5		6		7	
Date														
AM or PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Temperature	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Felt feverish	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Cough	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Sore Throat	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Difficulty breathing/shortness of breath	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Muscle aches/headache	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Abdominal discomfort	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Vomiting	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N
Diarrhea	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N	Y N



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Seattle, WA 98168
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Port and Regulatory Authorities:²⁰

Per 33 CFR 160.216, all cases of persons who exhibit symptoms consistent with COVID-19 **or other flu like illness** must be reported ***immediately*** to the Captain Of The Port (COTP) as a hazardous condition.²¹ **42 CFR 71.1 provides the definition of an ill person onboard a vessel. (below)**

Please note 33 CFR 160.216 applies to Jones Act Vessels engaged in domestic trade as well as vessels coming from a foreign port.

Hazardous conditions aboard a vessel must be reported immediately to the COTP per 33 CFR 160.216. A hazardous condition is any condition that may affect the safety of a vessel or a port, including “injury or illness of a person onboard,” per 33 CFR 160.202. COVID-19 has been determined to be a hazardous condition, as it may affect the safety of the subject vessel or the port. These authorities, of course, flow from the COTP’s authority to deny entry or control operation of a vessel when the COTP has objective evidence that the vessel or a condition upon the vessel adversely affects the safety of any vessel or the port, under 33 CFR 160.111(c).

The hazard of COVID-19 adds reporting requirements due to the increased risk to the port, even where a vessel might not have previously deemed a crewmember’s illness reportable because the vessel did not believe that the level of symptoms posed a risk to safe manning requirements or to the port facility. In the current situation, where a person onboard shows symptoms of COVID-19, even where those symptoms may be minor, those cases must be reported to the COTP, per the Novel Coronavirus Marine Safety Information Bulletin MSIB 02-20 (Change 1), as amended and MSIB 06-20. This determination does not reduce or minimize the standing regulatory requirement to report hazardous conditions to the COTP.

Please have the following information available before contacting the nearest CDC Quarantine Station <https://www.cdc.gov/quarantine/quarantinestationcontactlistfull.html>:

- List of the sick traveler’s signs and symptoms, including onset dates;
- The sick traveler’s highest recorded temperature;
- The sick traveler’s embarkation date and port;
- The ship’s ports of call during the 14 days before the person got sick;
- List of ports of call where the sick traveler disembarked during the 14 days before the person got sick.

²⁰ https://www.dco.uscg.mil/Portals/9/DCO%20Documents/5p/MSIB/2020/MSIB-02-20_Change-3_Novel-Coronavirus.pdf?ver=2020-03-17-091856-473

²¹ https://www.dco.uscg.mil/Portals/9/DCO%20Documents/5p/MSIB/2020/MSIB-06-20_Reporting-Requirements.pdf?ver=2020-03-13-092336-483

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42 CFR 71.21 requires the master of a ship destined for a US port of entry to immediately report any death or illness among the ship's passengers or crew.

According to U.S. federal regulations, all deaths and ill persons displaying any of the following signs and symptoms must be reported to CDC:

- A. Fever (has a measured temperature of 100.4 °F [38 °C] or greater; or feels warm to the touch; or gives a history of feeling feverish) **accompanied by one or more of the following:**
- skin rash;
 - difficulty breathing or suspected or confirmed pneumonia;
 - persistent cough or cough with bloody sputum;
 - decreased consciousness or confusion of recent onset;
 - new unexplained bruising or bleeding (without previous injury);
 - persistent vomiting (other than sea sickness);
 - headache with stiff neck;

OR

- B. Fever that has persisted for more than 48 hours;

OR

- C. Acute gastroenteritis, which means either:
- diarrhea, defined as three or more episodes of loose stools in a 24-hour period or what is above normal for the individual, or
 - vomiting accompanied by one or more of the following: one or more episodes of loose stools in a 24-hour period, abdominal cramps, headache, muscle aches, or fever (temperature of 100.4 °F [38 °C] or greater);

OR

- D. Symptoms or other indications of communicable disease, as the Director may announce through posting of a notice in the Federal Register (CDC will notify partners in applicable industries as well as posting on the CDC website).

DOCUMENTATION

Procedure on documenting potentially exposed contacts of a suspected COVID-19 patient²²

²² <https://www.cdc.gov/coronavirus/2019-ncov/php/risk-assessment.html>

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Once a potential case of COVID-19 is identified, there are two important areas of documentation:

- Identification of all potential exposures while the crewmember was experiencing symptoms
- Documentation of all personnel who have contact with crewmember after isolation is instituted

Once a potential case is identified, interview the crewmember to determine:

The time and date of onset of symptoms

From **24 hours before the symptoms began**, document all people who had close contact with the affected crewmember, defined as:

- A. being within approximately 6 feet (2 meters) of a COVID-19 case for a prolonged period of time; (close contact can occur while caring for, living with, visiting, or sharing a healthcare waiting area or room with a COVID-19 case)

OR

- B. having direct contact with infectious secretions of a COVID-19 case; (e.g., being coughed on or shared utensils)

Document the name and contact information, time and date of contact, the nature of contact (close contact, in the same room) and the duration of contact.

High risk close contacts of suspected COVID-19 cases should be quarantined according to the QUARANTINE section of this document.

This includes any people that may have already disembarked the vessel.

Once a crewmember is isolated, maintain a log to document:

All personnel who enter the crewmember's room, the time and date, duration of exposure, type of PPE worn, nature of exposure (close contact, secretions, same room). Provide name and contact information as well.

Other documentation:

Daily logs of temperature and signs or symptoms including fever, cough or shortness of breath on all crew should be maintained and available for inspection.

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TRANSPORTATION

Procedure on transportation of suspected COVID-19 cases at disembarkation²³

For the crewmember with suspected COVID-19:

A facemask should be worn by the patient for source control. If a nasal cannula is in place, a facemask should be worn over the nasal cannula. Alternatively, an oxygen mask can be used if clinically indicated. If the patient requires intubation, see below for additional precautions on the site above for aerosol-generating procedures.

If ambulance transportation is required

Local EMS should be notified that this is a potential COVID-19 case so that responders may use appropriate PPE and follow their protocols.

If private vehicle transportation is utilized

Anyone who will be driving a crewmember with suspected COVID-19 who will provide direct care (e.g., moving patients onto stretchers) should wear recommended PPE. After completing patient care and before entering a driver's compartment, the driver should remove and dispose of PPE and perform hand hygiene **before** entering the driver's compartment. Windows should be down to allow for air exchange if possible.

All personnel should avoid touching their face while working.

The receiving healthcare facility should be notified that a patient with suspected COVID-19 is being brought in so that they may take appropriate infection control precautions.

QUARANTINE

Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.

Procedure for quarantining crew exposed to a potential COVID-19 case²⁴

²³ <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-for-ems.html>

²⁴ <https://www.cdc.gov/quarantine/maritime/recommendations-for-ships.html>
<https://www.cdc.gov/coronavirus/2019-ncov/php/risk-assessment.html>

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ONBOARD:

Passengers and crew members who have had **high-risk exposures** to a person suspected of having COVID-19 should be quarantined in their cabins. All potentially exposed passengers, ship medical staff, and crew members should **self-monitor under supervision** of ship medical staff or telemedicine providers until 14 days after the last possible exposure.

A high-risk exposure could occur through close contact with the suspected case without PPE. Close contact is defined as:

- A. being within approximately 6 feet (2 meters) of a COVID-19 case for a prolonged period of time; (close contact can occur while caring for, living with, visiting, or sharing a healthcare waiting area or room with a COVID-19 case);

OR

- B. having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on)

Self-monitoring with delegated supervision means, for vessel crew members, self-monitoring with oversight by your onboard medical staff and telemedical provider in coordination with the health department of jurisdiction. Points of contact between the self-monitoring personnel, vessel, vessel management, telemedical provider, local and state health departments with jurisdiction for the location where personnel will be during the self-monitoring period should be established. If personnel develop fever, cough, or difficulty breathing during the self-monitoring period, they should undergo medical assessment, isolation, treatment, reporting and transportation as per the other relevant sections of this document. Vessel management and telemedical providers should remain in contact with personnel through the self-monitoring period to oversee self-monitoring activities.

If private cabins are not available, a cabin should be designated for the quarantine of exposed individuals.

If the volume of quarantined crewmembers would pose a risk of vessel unseaworthiness, it is recommended to work with your medical advisory service, CDC, and port authorities to determine the minimum necessary crew to bring the vessel safely to port, triage quarantined crew to allow the lowest risk contacts to work, and have these crewmembers wear surgical masks and gloves while working.

ONSHORE:

The CDC has responsibility for determining if contacts of a suspected COVID-19 case should be quarantined on land, however the vessel operator may be required to operationally comply with the quarantine.

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Companies should have plans in place for locally housing crew. The CDC and USCG would prefer not to quarantine cases on board, but decisions are made on a case-by-case basis. If a small number of people have been exposed, it would be best to have the exposed crew disembarked.

Companies should have plans in place to quickly replace quarantined crew so that the vessel may be cleaned and returned to service.

Refer to the “Management of positive or suspected COVID-19 source patient contacts” flowchart for guidance on quarantine.

First-degree contacts are defined as those that had close contact (defined above) with the suspected COVID-19 source patient from **24 hours before symptoms began or 14 days before the time a positive test sample was obtained**. All first-degree contacts should be quarantined for 14 days with twice daily symptom monitoring or until the source patient’s COVID-19 test comes back negative. If the source patient’s COVID-19 test is positive, all first-degree contacts should be quarantined with twice daily symptom checks for 14 days from the date the test was obtained.

If a first-degree contact has roommates, attempt to move the first-degree contact to a private room or a room with other first-degree contacts for quarantine. If the first-degree contact develops symptoms during the 14 day period, *second-degree contacts* should be quarantined for 14 days or until the first-degree contact’s COVID-19 test result comes back negative. If the first-degree contact’s test result is positive, the second-degree contacts should be quarantined for 14 days with twice daily symptom monitoring from the time the test was obtained.

Second-degree contacts are defined as people who had close contact with a first-degree contact who was not having symptoms from the time of contact with the source patient.

Note: discontinuance of quarantine for a suspected COVID-19 case should be made on a case by case basis with advice from a medical provider.

BERTHING, OFFLOAD AND SHORE LEAVE PRECAUTIONS

Aggressive on-board infection control precautions, early identification of possible COVID-19 cases and isolation and quarantine procedures can help prevent the spread of COVID-19 onboard. Port calls present a risk for exposure. Companies should limit the contact of crew with shore personnel as much as possible.

- Have a hand-sanitizer station at the gangway, with tissues and a waste container;

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- Do not allow non-essential personnel on board, any communication should be done by phone or radio instead of in person if possible;
- Restrict shore personnel from entering crew quarters and galley;
- Screen any personnel who comes on board for fever, cough or shortness of breath in the prior 72 hours. If any symptoms present, deny boarding;
- Wipe down rails, door handles, and surfaces frequently with disinfecting wipes.

Shore leave for crew should be minimized to the extent possible. For crew who do go ashore:

- Follow “social distancing” recommendations (stay at least 6 feet away from people), maintain good cough and hand hygiene, avoid groups of people;
- Wash hands with soap and water or use alcohol-based hand sanitizer frequently. Do not shake hands;
- Crew should be screened for fever, cough or shortness of breath on return to the vessel and isolated if symptoms present.

SANITATION AND DISPOSAL

Procedure to clean, sanitize, and disinfect a vessel and dispose of PPE²⁵

In addition to routine cleaning and disinfection strategies, **ships may consider more frequent cleaning of commonly touched surfaces such as handrails, countertops, and doorknobs.**

The primary mode of COVID-19 virus transmission is believed to be through respiratory droplets that are spread from an infected person through coughing or sneezing to a susceptible close contact within about 6 feet. Therefore, widespread disinfection is unlikely to be effective.

CLEAN, SANITIZE, AND DISINFECT COMMON AREAS DAILY

Daily disinfection of surfaces that people touch frequently can help decrease the spread of germs. When illness has been identified on board consider disinfecting surfaces multiple times per day.

Cleaning uses soap or detergent to remove dirt and debris from surfaces.

Sanitizing is meant to reduce, but not kill, the occurrence and growth of germs from surfaces.

²⁵ <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-for-ems.html>
<https://www.kingcounty.gov/depts/health/communicable-diseases/disease-control/~media/depts/health/homeless-health/healthcare-for-the-homeless/documents/cleaning-disinfection-guidelines-shelters.ashx>
<https://www.cdc.gov/quarantine/maritime/recommendations-for-ships.html>

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DRAFT COVID-19 SHOREBASED PROCEDURES WITH LOCAL EMERGENCY AND HEALTH SERVICES						
Discovery Health MD, PLLC						
Version 1.5						
Mar 24, 2020						

Version 1.5 updates

Alaska Health Mandate 010 guidance updated under PREPARATION

Timing of tracing of close contacts under DOCUMENTATION and QUARANTINE updated to 24 hours before the onset of symptoms or 14 days before a positive test sample was obtained.

COVID-19 SHOREBASED PROCEDURES WITH LOCAL EMERGENCY AND HEALTH SERVICES

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PURPOSE

These procedures are intended to provide medical guidance to shore based processors engaged in seafood processing utilizing guidance provided by the Center for Disease Control (CDC)¹² and state³ and local public health agencies to control the spread of COVID-19.

COVID-19 is now classified as a global pandemic, as declared by the World Health Organization. In order to assist in containing the spread of COVID-19 to the extent possible, employees should be restricted to the processing site, if feasible.

In the event that employees leave the processing site, they should be expected to follow social distancing and other mitigation strategies and wash hands before returning to the processing site.⁴

PREPARATION

Employee changeovers:

Attempt to minimize employee changes as much as possible. The goal is to keep a healthy staff healthy. For any new employee, strongly consider a 14 day quarantine period prior to arrival with home symptom screening.

Be aware that the State of Alaska has mandated quarantine for 14 days whether resident, worker, or visitor. Fish processing is considered part of the critical infrastructure and for workers to enter Alaska, a plan or protocol outlining how you will avoid the spread of COVID-19 is required to be submitted.⁵

Isolation or Quarantine Rooms:

Designate rooms that will house only sick employees. A separate bathroom should be designated for the sick employee. Roommates or dependents should be housed separately if possible.

Additionally, identify which rooms will be used to quarantine employees with close contact exposure to a suspected COVID-19 case if necessary. Identify what the minimum safe staffing requirements are for processing in case of a widespread isolation or quarantine.

¹ https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-business-response.html

² [https://www.uschamber.com/sites/default/files/guidance for employers to plan and respond to coronavirus.pdf](https://www.uschamber.com/sites/default/files/guidance%20for%20employers%20to%20plan%20and%20respond%20to%20coronavirus.pdf)

³ <https://www.doh.wa.gov/Coronavirus/Workplace>

⁴ <https://www.cdc.gov/coronavirus/2019-ncov/downloads/community-mitigation-strategy.pdf>

⁵ <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

⁵ <https://content.govdelivery.com/bulletins/gd/AKDHSS-282d20b>

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PPE:

Ensure adequate PPE (NIOSH-certified N95 mask or surgical mask, disposable long-sleeved impermeable gown, disposable medical gloves, eye protection such as goggles or disposable face shields that cover the front and sides of face) is available on site. The quantity recommended is at the discretion of the operator. Operators should have contingency plans for rapid resupply during outbreaks.

Train responders on appropriate donning and doffing techniques for PPE. Have disposal plans in place. <https://www.cdc.gov/hai/pdfs/ppe/ppe-sequence.pdf>

If N95 masks or surgical masks are not available, the CDC has issued the following guidance:

In settings where facemasks are not available, health care providers might use homemade masks (e.g., bandana, scarf) for care of patients with COVID-19 as a last resort. However, homemade masks are not considered PPE, since their capability to protect health care provider is unknown. Caution should be exercised when considering this option. Homemade masks should ideally be used in combination with a face shield that covers the entire front (that extends to the chin or below) and sides of the face.⁶

If N95 masks or surgical face masks are not available, but a higher level industrial respirator, such as a half-face or full-face mask with a HEPA filter cartridge is available, this may be an acceptable alternative if an OSHA respiratory protection program is in place, the employee has been fit tested for the specific respirator, and a sanitizing and cleaning program is in place.

Movement on Site:

Restaurant or cafeteria should be prepared to send individual meals to sick employees and clean dishes separately. Eliminate buffet style dining: train cafeteria staff to serve food as employees pass through the line instead of having each employee touch the serving utensils. Cafeteria workers should practice *meticulous* hand and cough hygiene and should consider masking while serving food. Some considerations include:

- Self-service utensils – to reduce the opportunity for items to be touched by multiple people, set up trays with utensils on them and hand them out;
- Use of single use cups/plates/etc;
- Aggressive sanitizing of push button/lever beverage dispensers, condiments, etc. – areas that people may be touching during the meal service;
- Stagger meal breaks to reduce the number of people in the cafeteria at one time or reducing the seating capacity in the cafeteria so people are spaced farther apart;

⁶ <https://www.cdc.gov/coronavirus/2019-ncov/hcp/ppe-strategy/face-masks.html>

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- Ensure people sanitize their hands on the way to the cafeteria/restaurant.

Restrict access into the facility accommodations – keep doors locked to restrict unnecessary employee or visitor movement throughout the facility.

Post hand and cough hygiene posters throughout the site.

Supplies:

Plants should have appropriate diagnostic supplies available depending on level of first responder training. These items may include stethoscopes, blood pressure, pulse oximeters and thermometers.

Ensure adequate supplies for cleaning, sanitizing, and disinfecting, including PPE and bags for disposal.

Have alcohol based hand sanitizer (at least 60-70%) ready for use upon entry to any work facility, bunkhouse, in the galley, break areas, offices and throughout the site. Have disposable tissues and waste bins available throughout the site.

Medications:

Worksites may have medications available based on the skill level of responders and location of worksite. Some medications or treatments may include:

- Antipyretics such as acetaminophen;
- Oseltamivir;
- Oral rehydration salts;
- IV fluids and IV administration supplies;
- Oxygen and oxygen administration supplies;
- Airway interventions including oral and/or nasopharyngeal airways;
- Advanced airway support interventions;
- A selection of antibiotics, oral and IV, to treat bacterial respiratory infections and sepsis.

PREVENTION⁷

Actively encourage sick workers to stay home. Employees with symptoms of acute respiratory illness are recommended to stay home and not come to work until they are free of a fever (T 100.4F or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines. Extending that recommendation to 72 hours is advised. This assumes they do not have risk factors for COVID-19 exposure.

⁷ https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-business-response.html

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Ensure that your sick leave policies are flexible and consistent with public health guidance and that employees are aware of these policies.

Do not require a healthcare provider's note for employees who are sick with acute respiratory illness to validate their illness or return to work, as healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely way.

Employers should maintain flexible policies that permit employees to stay home to care for a sick family member.

Employees should coordinate with their managers and HR to see if it possible to work from home.

Separate sick employees. Employees who appear to have acute respiratory illness symptoms (i.e. cough, shortness of breath) upon arrival to work or who become sick during the day should be separated from other employees and sent home immediately or to a local health facility if necessary. Sick employees should be given a surgical mask to wear, if tolerated, and should cover their noses and mouths with a tissue when coughing or sneezing (or an elbow or shoulder if not tissue is available).

Emphasize staying home when sick, cough and hand hygiene by all employees. Place posters that encourage [staying home when sick](#), [cough and sneeze etiquette](#), and [hand hygiene](#) at the entrance to your workplace and in other workplace areas where they are likely to be seen.

Provide tissues and no-touch disposal receptacles for use by employees. Instruct employees to clean their hands often with an alcohol-based hand sanitizer that contains at least 60-95% alcohol or wash their hands with soap and water for at least 20 seconds. Soap and water should be used preferentially if hands are visibly dirty. Provide soap and water and alcohol-based hand rubs in the workplace. Ensure that adequate supplies are maintained. Place hand rubs in multiple locations or in conference rooms to encourage hand hygiene. Visit the [coughing and sneezing etiquette](#) and [clean hands webpage](#) for more information.

Perform routine environmental cleaning. Routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops, and doorknobs. Use the cleaning agents that are usually used in these areas and follow the directions on the label. No additional disinfection beyond routine cleaning is recommended at this time. Provide disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks) can be wiped down by employees before each use.

EDUCATION OF EMPLOYEE

Ensure your employee are aware of the:

- Global risk of COVID-19 during travel;
- Signs and symptoms that may indicate a sick person has COVID-19;
- Importance of not working while sick with fever or acute respiratory symptoms.

Note: these are draft guidelines only, developed in conjunction with industry stakeholders in order to assist companies in developing their own internal procedures related to the evolving pandemic. This is not intended as a standard of care or as an industry standard and does not constitute independent legal or regulatory authority or mandate.

**MINUTES
NOME PORT COMMISSION
REGULAR MEETING
February 20, 2020**

The Regular Meeting of the Nome Port Commission was called to order at 6:43 pm by Chairman West in Council Chambers at City Hall, located at 102 Division Street.

ROLL CALL

Members Present: Lean; West; Henderson; Sheffield; McLarty

Absent: Smithhisler; Rowe

Also Present: Lucas Stotts, Harbormaster; Glenn Steckman, City Manager; Joy Baker, Port Director (telephonically)

In the audience:

APPROVAL OF AGENDA

Chairman West asked for a motion to approve the agenda:

Motion to approve made by Sheffield, seconded by Henderson.

At the Roll Call:

Ayes: Lean, West; Henderson; Sheffield; McLarty;

Nays:

Abstain:

The motion **CARRIED**.

APPROVAL OF MINUTES

January, 16, 2020 Motion made by Lean, seconded by McLarty to approve minutes;
Regular Meeting

At the Roll Call:

Ayes: West; Henderson; Sheffield; McLarty; Lean

Nays:

Abstain:

The motion **CARRIED**.

CITIZENS' COMMENTS

None.

COMMUNICATIONS

- 2019 Dec - U.S. Navy Environmental Port Guides- Nome, AK
- 20-01-09 – Launch Ramp Engineering Services Award Packet
- 20-01-23 – PolArctic, LLC – AI to Forecast Arctic Changes
- 20-02-09 – Alaska Public – Alaska Will Be Nation’s Vanguard in Thawing Arctic

Discussion:

- PD Baker commented on the Environmental Port Guide prepared for the Nome area that we were the first location in Alaska to have this survey done.
- Lean commented that the report failed to note Nome ability to span both the City and Middle dock and put a longer vessel at the Nome docks. PD Baker said we would get that back to them.

COMMISSIONERS’ UPDATES

None.

HARBORMASTER’S REPORT *(Verbal)*

Harbormaster Stotts provided an update on day to day items around the port office including;

- Obtaining quotes from various vendors in preparation for spring facility operations, returning staff and facility asset testing, such as the pipeline.
- An overview of the 2nd QTR Harbormaster Report – daily operations and upcoming maintenance items and prioritization.
- Identifying costs associated with upcoming operational season start.
- Update on new port skiff finished and being shipped to Nome.
- Provided an update on the 2020 Cruise schedule with note more information will be coming soon on the 2020 operating season in Nome. *NTNL GEO ORION II* and *SCENIC ECLIPSE*. Note that all vessels will be a full PAX turn.
- Overview of 2020 AAHAP Winter Admin Conference in Anchorage.
 - Compared daily port and office operations with other facilities around the state. Work together with those facility offices and identify similarities and differences and how those can be improved.
 - Overview of Marina Management Software used by rest of the facilities around the state and how those programs could be developed for use on storage related; not just slip management.
 - Forms – Contracts - Insurance; compare to all other facilities.
 - State DNR new creation of Abandoned and Derelict Vessels Task Force- update on new state team.

Discussion:

- Lean commented on the Abandoned and Derelict Vessels Task Force; that years ago in UNK there was a floating processor that was abandoned and then beached on the flats in a storm. They had to wait for years for a large enough storm to float it again and barely get it back into the water.

- Sheffield commented that NOAA research wants to have the *FAIRWEATHER* be at the docks in Nome to take part in a conference at the NW Campus with the Royal Hydrographic Group in August. Possible vessel tours.
- Henderson commented that he has noticed more vessels stored on the Port Uplands and asked if those folks are paying storage and staying current, or if there has been an up-swing in the number of people parking and not operating their vessels?
 - HM Stotts responded that there has been a slow increase in stored vessels since 2011/2012 as smaller users drop off or combine into larger operations it seems.

PORT DIRECTOR REPORT (20-02-17 Written Report)

PD Baker commented on the following;

- Deepening of the Small Boat Harbor to -12 and is working through revised documents from the USACE on that progress and also addressing the 50/50 cost split through a grant opportunity.
- Work on expanding the turning basin- federal limits in the Snake River.
- Also looking at the Snake River Moorage Facility grant opportunities, cost share and options there for the future.
- Launch Replacement Project is moving forward and Bristol is getting us a design for review next week so we can get a bid out to contractors next month.
- Port Security Grant for VHF Communications to upgrade all Port and PWR radios for port operations and security – application due in April 2020.
- Update on CORPS Mod Feasibility Study.

Discussion:

- Sheffield asked for an update on the need for a new sewage lagoon for the port if we get the large port expansion in the future to handle capacity for vessels, or if there is another option combined with NJU's system.
- McLarty asked about the proposed construction window for the Barge Ramp Constructing. We are thinking a window of around July 1st - September 15th but that is fluid as we work toward a contractor proposal.
- West asked about the SBH deepening to -12 and what was the max depth we could go to, based on Sheet-Pile wall design. PD Baker commented the PND walls will tolerate -12 but the USACE walls may be different, so we are evaluating those.
- Henderson asked if there were any major changes to the Ports budget during the final submittal process. PD Baker responded about the few minor changes to projected revenues and expenditures, but nothing major.

OLD BUSINESS

Fiscal Health Planning Strategy to Fund Capital Improvements, Repair & Maintenance for Recommendation to Council.

- 20-02-17 Motion to Council to Approve Port Tariff No.16 with 10% Increase and Policy Changes as Presented.

- Draft Motion to Council to Annually Set Aside \$150K to Fund Capital Projects, Repair and Maintenance.

Discussion:

PD Baker noted this section was informational, to bring back to the Commission what happened with the Council reading and where the Ports budget stands;

- Thanked CM Lean for attending Monday night's Council meeting and speaking on the Port Tariff increase; asked anyone able to join on the 9th would be good to have PC members in the room to answer questions.
- Update on workings with the city attorney on setting aside \$150k annually to fund Capital Projects, Repair and Maintenance. It looks like we cannot do it this way but instead ask the Council to budget and set aside money another way. It appears we may need to set up a joint work session with the PC and Council to strategize

CM Steckman commented;

- We can easily create a line item to set this money aside as an easy way to do this.
- We will be creating a 5 year history of the port budget for comparison and assisting on line item budgeting each year.
- Another option, any reserve moneys go into a designated reserve account similar like we already do; currently those accounts are not reserved though.
- This money would be set aside for long term projects and part of this money would go to benefit the areas the money is coming from.

Henderson commented;

- Asked what the problem was with the way it was presented in the tariff language?
 - PD Baker responded that, per the City Attorney, this could not be entered into the Tariff but needs to be entered into the budget process each year.
- Feels that the 10% Tariff increase along with setting aside \$150,000 each year for these types of projects should be easily obtainable.

PD Baker commented;

- That in the past when the Port was making revenue surpluses each year that money went into the Port Fund Balance. Then, when we had a grant match or project that needed funding, like the Low Dock, we would use the money in that account for Capital Improvements, Repair and Maintenance, just like we are proposing now, but this is a reserved account. The Port Fund Balance will not go away, as it still needs to be used as a fund balance for when an operational surplus or shortfall exists.
- The Port has not increased tariff prices to even keep up with the annual cost increases for staff wages, insurance, utilities, operational tools and maintenance.
- The PC raised tariff rates in the past; 2013- 10%, 2014- 5% and 2015, 5%. PC recommended to the Council to raise the rates in 2016 and the council denied.

Henderson commented;

- He believes that we had a healthy balance in the Port Fund Balance in the past but then spent the majority of that purchasing the Thornbush Pad and that was what contributed to the current need to replace those funds and we need to put

a mechanism in place to ensure we can set that money aside in the future without more need to raise rates.

- PD Baker responded that we were already seeing the need to raise rates separate from the TBS purchase, which was considered by the Council as a good long term investment for the City/Port of Nome. The Fund Balance was also used to pay our 50% cost-share with ADOT for the Harbor Repairs & Upgrades, which replaced failing fenders, several piling, rebuilt ladders and installed much needed overhead lighting.

NEW BUSINESS

- FY2021 Draft Capital Projects for Review & Consideration
- Proposed Tug Use Requirements & Risk Factors by Vessel Class

PD Baker commented on the FY2021 Draft Capital Projects for Review & Consideration; that this was another item the Council has at their table Monday night, for a preview of capital projects we have on going right now. This would go to the PC in the future but wanted them to take a look now as the Council looked at it.

PD Baker commented on the Proposed Tug Use Requirements. The city attorney has noted that he agrees we do not need specific tariff language for incorporation of this requirement. This was just for the PC to look at and see what we have had proposed. Gave overview on Port of Nome Risk Factors provided by Capt. Ed Page with The Marine Exchange of Alaska, when he was last here in Nome. Provided an update on the possibility of a company staging an assist tug here in Nome during the summer season.

Chair West asked if other facilities have these same types of parameters on vessel use and restriction like this. PD Baker responded that it is very common.

Various discussion on what that would mean for vessels using the facility that already have a powerful Dynamic Positioning System (DPS) or folks with strong Bow/Stern thrusters.

Lean commented that in Vicksburg, MI the simulators showed that the ability to service the facility and offshore vessels with an assist tug, would benefit the community greatly and would not only allow vessels to come in in bad weather but be serviced offshore in harsher weather conditions. He feels an assist tug operating would be very beneficial to the community and port facility.

CITIZENS' COMMENTS

None.

COMMISSIONERS' COMMENTS

McLarty – It was a good meeting and enjoyed it.

Henderson – Thanked everyone for coming to the meeting and the explanations on everything. Would like to know the economic impact on the PAX vessels that come to Nome each year, a dollar amount per person on what they bring/ spend in Nome. That would help make these types of

decisions. Feels the assist tug is a great idea and fully supports this idea but sometime the regulatory bodies need to make exceptions to entice revenue into the facility.

Sheffield – Commented about the 2020 expected 5k cruise PAX is a lot of people in Nome for only a few gift shops and other businesses and she is also interested in how much money they spend each summer in Nome.

Lean – Commented that he will not be in Nome on the 9th as he will be at the Board of Fish talking about low Crab number in Nome. No buyer in Nome this year due to population. Possible alternative fisheries out of Nome but will have to wait and see what they actually open. Thinks that the Port Guide shows that the government is interested in Nome and is taking us seriously as a location to operate out of which is a positive indicator.

West – Thanked Joy, Glenn and John Handeland for attending the recent meeting in DC and heard it went well. Encouraged all to attend Monday's City Council Meeting.

SCHEDULE OF NEXT MEETING

The next Regular Meeting is SCHEDULED for March 19th, 2020.

ADJOURNMENT

Motion was made by Lean for adjournment – 8:09 pm.

APPROVED and **SIGNED** this 16th day of April, 2020.

Jim West, Chairman

ATTEST:

Joy Baker, Port Director

Quarantine and Isolation

Interim Guidance for Ships on Managing Suspected Coronavirus Disease 2019

Summary of Recent Changes

Revisions were made on February 18, 2020 to reflect the following:

- Clarified guidance on laundry and disposal of used PPE and other disposable items.

Early detection, prevention, and control of Coronavirus Disease 2019 (COVID-19) on ships is important to protect the health of travelers on ships and to avoid transmission of the virus by disembarking passengers and crew members who are suspected of having COVID-19.

The latest situation summary updates are available on CDC's web page [Coronavirus Disease 2019](#).

Purpose

This document provides guidance for ships originating from, or stopping in, the United States to help prevent, detect, and medically manage suspected COVID-19 infections. As ships travel worldwide, ship management and medical staff need to be aware and respond to local jurisdictional requirements.

A patient's travel and exposure history, clinical presentation, and underlying medical conditions are essential in the assessment and decision-making process for patients who may need for further medical evaluation, testing, and treatment.

This document provides guidance for preventing spread of COVID-19 during and after a voyage, including personal protective measures for crew members.

CDC will update this interim guidance to ships as needed and as additional information becomes available.

Reducing the spread

Commercial shipping, including cruise ships and other passenger vessels, involves the movement of large numbers of people in closed and semi-closed settings. Like other close-contact environments, ships may facilitate transmission of respiratory viruses from person to person through exposure to respiratory droplets or contact with contaminated surfaces.

To reduce spread of respiratory infections including COVID-19, CDC recommends that ships encourage crew members and passengers to

- Postpone travel when sick
- Watch their health
- Self-isolate and inform the onboard medical center immediately if they develop a fever (100.4°F / 38°C or higher), begin to feel feverish, or develop other signs or symptoms of sickness
- Use respiratory, cough, and hand hygiene
 - Advise passengers and crew of the importance of covering coughs and sneezes with a tissue. Dispose used tissues immediately in a disposable container (e.g., plastic bag) or a washable trash can.
 - Remind passengers and crew members to wash their hands often with soap and water, especially after coughing or sneezing. If soap and water are not available, they can use a hand sanitizer containing 60%-95% alcohol).

Clinical evaluation of suspect cases

Identifying and isolating passengers and crew with possible symptoms of COVID-19 as soon as possible is needed to minimize transmission of this virus. Cruise ship medical personnel and telemedicine providers should reference CDC's COVID-19 website [Information Healthcare Professionals](#) for the latest information on infection control, clinical management, collecting clinical specimens, and evaluating patients who may be sick with or who have been exposed to COVID-19.

Symptoms may include fever, cough, and shortness of breath. Patients have a fever if they feel warm to the touch, give a history of feeling feverish, or have a measured temperature of 100.4°F (38°C) or higher. COVID-19 infections have ranged from little-to-no symptoms to severe illness and death. The [incubation period is believed to be 2–14 days](#). Cruise ship medical staff and telemedicine providers evaluating patients with fever or acute respiratory illness should obtain a detailed travel history and assess for any other potential exposures to a person with confirmed COVID-19 infection.

Although routes of transmission have yet to be definitively determined, CDC recommends a cautious approach to interacting with patients under investigation.

- Ask such patients to wear a facemask (a surgical mask, not N-95) as soon as they are identified.
- Evaluate patients in a private room with the door closed, ideally an airborne infection isolation room, if available.
- [Staff entering the room should use Standard Precautions, Contact Precautions, and Airborne Precautions, and use eye protection \(such as goggles or a face shield\)](#).
- Because the signs and symptoms of COVID-19 are non-specific, people onboard who have fever or acute respiratory illness should be tested for influenza. CDC's [influenza website](#) also includes recommendations for the clinical use of influenza diagnostic tests, information on available tests, specimen collection, and guidance on interpreting influenza testing results. CDC has published [Guidance for Cruise Ships on Influenza-like Illness \(ILI\) Management](#).

Managing sick passengers or crew when boarding and onboard

Deny boarding of a passenger or crew member who is suspected to have COVID-19 infection based on signs and symptoms plus travel history in China or other known exposure at the time of embarkation.

Isolate passengers or crew onboard who are suspected of having COVID-19 infection in a single-occupancy cabin with the door closed until symptoms are improved. Discontinuing isolation precautions is made on a case-by-case basis, in consultation with CDC.

Ideally, medical follow-up should occur in the isolated person's cabin. Coordinate visits to the onboard medical center in advance, if needed, with medical staff. Have the sick person [wear a facemask](#) before leaving their cabin.

Managing passengers and crew after exposure

Refer to [CDC guidance](#) for information about assessing exposure risk and recommended public health management. CDC is available for consultation on risk assessment and management of exposed passengers and crew. For consultation, contact the CDC Emergency Operations Center at 770-488-7100 or eocreport@cdc.gov.

Passengers and crew members who have had high-risk exposures to a person suspected of having COVID-19 should be quarantined in their cabins. All potentially exposed passengers, cruise ship medical staff, and crew members should self-monitor under supervision of ship medical staff or telemedicine providers until 14 days after the last possible exposure.

Preventing infection in crew members

Ensure your crew members are aware of the

- Global risk of COVID-19 during international travel
- Signs and symptoms that may indicate a sick traveler has COVID-19
- Requirement for the ship's medical unit to report a traveler with suspected or known COVID-19 to CDC, if ship is destined for a US port
- Importance of not working on a ship while sick with fever or acute respiratory symptoms

- Importance of not working on a ship while sick with fever or acute respiratory symptoms

The ship's company should also review their sick leave policies and communicate them to employees.

CDC recommends that crew members who self-report or appear to have fever or acute respiratory symptoms (such as cough or shortness of breath) be immediately evaluated.

In addition to annual influenza vaccination, have crew members follow these recommendations when their work activities involve contact with passengers and other crew members who have fever or acute respiratory illness.

- Ask the sick person to wear a facemask if tolerated, [any time they leave their cabin or interact with other people](#).
- Maintain a distance of 6 feet from the sick person while interviewing, escorting, or providing other assistance.
- Keep interactions with sick people as brief as possible.
- Limit the number of people who interact with sick people. To the extent possible, have a single person give care and meals to the sick person.
- Avoid touching your eyes, nose, and mouth.
- [Wash your hands often with soap and water](#). If soap and water are not available and if hands are not visibly soiled, use a hand sanitizer containing 60%-95% alcohol.
- Provide tissues and access to soap and water and ask the sick persons to:
 - Cover their mouth and nose with a tissue (or facemask) when coughing or sneezing.
 - Throw away used tissues immediately in a disposable container (e.g., plastic bag) or a washable trash can.
 - Wash their hands often with soap and water for 20 seconds. If soap and water are not available and hands are not visibly soiled, the sick person should use a hand sanitizer containing 60%-95% alcohol.
- If soap and water are not available and hands are not visibly soiled, the sick person should use a hand sanitizer containing 60%-95% alcohol.

Personal protective equipment and instructions for crew members

- Instruct crew members and other staff who may have contact with people with symptoms of COVID-19 in the proper use, storage, and disposal of personal protective equipment (PPE). Wrong use or handling of PPE can increase the spread of disease.
- Wear impermeable, disposable gloves if crew members need to have direct contact with sick people or potentially contaminated surfaces, rooms, or lavatories used by sick passengers and crew members. Instruct crew members to wash their hands with soap and water or use an alcohol-based hand sanitizer after removing gloves. Discard used gloves in the trash and don't wash or save for reuse. Avoid touching their faces with gloved or unwashed hands.
- Wearing N-95 respirators or face masks is not generally recommended for cruise ship crew members for general work activities. Wearing face masks can be considered for cruise ship workers who can't avoid close contact with people who have fever, cough, or difficulty breathing. Crew members need annual fit testing to wear N-95 respirators.

Reporting

[CDC requires](#) that ships destined for a US port of entry immediately report any death onboard or illness that meets CDC's definition of "ill person," including suspected cases of COVID-19, to the [CDC Quarantine Station](#) with jurisdiction for the port.

Additional information for non-cruise ships: : If the signs and symptoms are consistent with CDC's standard [required reporting](#) requirements, please have the following information available before notifying the nearest [CDC Quarantine Station](#):

- List of the sick traveler's signs and symptoms, including onset dates
- The sick traveler's highest recorded temperature
- The sick traveler's embarkation date and port
- The ship's ports of call during the 14 days before the person got sick
- List of ports of call where the sick traveler disembarked during the 14 days before the person got sick

For ships on international voyages, if an illness occurred on board, complete the Maritime Declaration of Health and send to the competent authority, according to the 2005 International Health Regulations and the national legislation of the country of disembarkation.

Consultation


To consult CDC about assessing exposure risk and identifying contacts of ill travelers and crew, clinical management, laboratory specimen collection, or infection control concerns related to COVID-19, contact the CDC Emergency Operations Center at 770-488-7100 or eocreport@cdc.gov.

Managing passengers or crew upon disembarkation

Before arriving at a US port, vessel medical staff and telemedicine providers or a cruise line representative must discuss the disembarkation of patients suspected of having COVID-19 with the [CDC Quarantine Station](#) having jurisdiction for the port and with the state and local health departments. CDC quarantine officials can help communicate with state and local health departments and will work with the ship's company, port partners, and health departments to ensure safe disembarkation and medical transportation of the patient upon arrival.

Additional recommendations

Personal protective equipment

Instruct crew members and other staff who may have contact with persons suspected of having COVID-19 in the proper storage, use (including [safe donning and doffing](#)  [\[PDF – 3 pages\]](#)), and disposal of PPE. Wrong use or handling of PPE can increase spread of disease.

Ship supplies

Ships should ensure availability of conveniently located dispensers of alcohol-based hand sanitizer. Where sinks are available, ensure handwashing supplies (such as soap, disposable towels) are consistently available.

Ships should carry a sufficient quantity of

- PPE, including facemasks, NIOSH-certified disposable N95 filtering facepiece respirators, eye protection such as goggles or disposable face shields that cover the front and sides of the face, and disposable medical gloves and gowns.
- medical supplies to meet day-to-day needs. Have contingency plans for rapid resupply during outbreaks.
- sterile viral transport media and sterile swabs to collect nasopharyngeal and nasal specimens if COVID-19 infection is suspected.

These optimal recommendations can be modified to reflect individual ship capabilities and characteristics.

Cleaning and Disinfection


At this time, in addition to routine cleaning and disinfection strategies, ships may consider more frequent cleaning of commonly touched surfaces such as handrails, countertops, and doorknobs. The primary mode of COVID-19 virus transmission is believed to be through respiratory droplets that are spread from an infected person through coughing or sneezing to a susceptible close contact within about 6 feet. Therefore, widespread disinfection is unlikely to be effective.

Cleaning when COVID-19 is suspected

Cleaning recommendations are based on existing [CDC infection control guidance](#) for preventing COVID-19 from spreading to others in homes.


Standard practice for pathogens spread by air (such as measles, tuberculosis) is to restrict people unprotected (for example, no respiratory protection) from entering a vacated room until sufficient time has elapsed for enough air changes to remove potentially infectious particles (more information on [clearance rates under differing ventilation conditions](#) is available).

We don't yet know how long COVID-19 remains infectious in the air.


In the interim, it is reasonable to apply a similar time period before entering the sick person’s room without respiratory protection as used for other pathogens spread by air (for example, measles, tuberculosis). [Using measles as the example](#)  [PDF – 13 pages], restrict access for two hours after the sick person has left the room.

Clean surfaces infected by the respiratory secretions of a sick person suspected with COVID-19 (for example, in the sick person’s living quarters or work area, and in isolation rooms).

Use disinfectant products against COVID-19 with Environmental Protection Agency (EPA)-approved emerging viral pathogens claims. These products can be identified by the following claim:


- [Product name] has demonstrated effectiveness against viruses similar to COVID-19 on hard non-porous surfaces. Therefore, this product can be used against COVID-19 when used in accordance with the directions for use against [name of supporting virus] on hard, non-porous surfaces.
 - Specific claims for “COVID-19” will not appear on the product or master label.
 - More information about EPA-approved emerging viral pathogens claims can be found [here](#) .
 - If there are no available EPA-registered products with an approved emerging viral pathogen claim for COVID-19, use products with label claims against human coronaviruses according to label instructions.

This claim or a similar claim, will be made only through the following communications outlets: technical literature distributed exclusively to healthcare facilities, physicians, nurses, and public health officials, “1-800” consumer information services, social media sites and company websites (non-label related).

In addition to wearing disposable gloves during routine cleaning, wear disposable gowns when cleaning areas suspected to be contaminated by COVID-19. Wear PPE compatible with the disinfectant products being used and approved for use onboard the ship. [Remove carefully](#)  [PDF – 1 page] gloves and gowns to avoid cross-contamination and the surrounding area.

Perform [hand hygiene](#) upon removing and disposing gloves by washing hands often with soap and water for at least 20 seconds or using an alcohol-based hand sanitizer that contains 60 to 95% alcohol.

Clean all “high-touch” surfaces in the sick person’s room (for example, counters, tabletops, doorknobs, light switches, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables) according to instructions described for the above EPA-registered product. Wear disposable gloves and gowns during cleaning activities.

If visible contamination (for example, blood, respiratory secretions, or other body fluids) is present, the basic principles for blood or body substance spill management are outlined in the United States Occupational Safety and Health Administration (OSHA) [Bloodborne Pathogen Standard](#) . CDC guidelines recommend removing bulk spill matter, cleaning the site, and then disinfecting the site with the above EPA-registered disinfectant. For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present, and wash according to the manufacturer’s instructions. Clean and disinfect unremovable materials with products mentioned above and allow to air dry.

When cleaning is completed, collect soiled textiles and linens in sturdy leak-proof containers; these can be laundered using conventional processes following your standard operating procedures. PPE should be removed and placed with other disposable items in sturdy, leak-proof (plastic) bags that are tied shut and not reopened. The bags of used PPE and disposable items can then be placed into the solid waste stream according to routine procedures. Follow your standard operating procedures for waste removal and treatment.

No additional cleaning is needed for the ship’s supply-and-return ventilation registers or filtration systems.

No additional treatment of wastewater is needed.

Summary of Past Changes

Revisions were made on February 13, 2020 to reflect the following:

- Updated guidance title to include “Suspected”
- Updated 2019 CMM “Cleaning Disinfecting 2019 (COVID-19)”

- Updated 2019-nCoV to “Coronavirus Disease 2019 (COVID-19)”
- Updated guidance on managing sick passengers or crew when boarding and onboard to isolate passengers or crew onboard who are suspected of having COVID-19.
- Updated guidance on preventing infection in crew members to include asking the sick person to wear a facemask if tolerated, any time they leave their cabin or interact with other people.
- Updated guidance on additional items to report for non-cruise ships.



Marine Safety Information Bulletin

Commandant
U.S. Coast Guard
Inspections and Compliance Directorate
2703 Martin Luther King Jr Ave SE, STOP 7501
Washington, DC 20593-7501

MSIB Number: 07-20
Date: March 18, 2020

E-Mail: OutbreakQuestions@uscg.mil

Novel Coronavirus – Port and Facility Operations

In conjunction with the novel coronavirus (COVID-19) guidance provided to commercial vessels by the Coast Guard in Marine Safety Information Bulletin (MSIB) Numbers 02-20 (as amended) and 06-20, the Coast Guard is providing the following information to port and facility operators as it relates to COVID-19.

The facility compliance regulations outlined throughout 33 Code of Federal Regulations remains in force, and facility operators are expected to continue to comply with these requirements. Questions or issues that arise as a result of COVID-19 should, where possible, be addressed in accordance with regulations outlined in 33 Code of Federal Regulations, and any plans and manuals already approved/reviewed by the Coast Guard. However, it is recognized that the COVID-19 pandemic has resulted in a myriad of unique operating conditions that warrant special considerations. Some challenges have included cruise ships mooring at facilities not approved for passenger operations, garbage removal, and facility and vessel crew interactions. Because of these operational concerns, the following clarification and guidance is provided to help ensure the safety and security of workers, ports, and facilities:

- **Declarations of Security – 33 CFR 105.245** and approved Facility Security Plans require a Declaration of Security (DoS) to be completed in certain situations, depending on the Maritime Security (MARSEC) level. While there may be a requirement to complete a DoS, there is no requirement for the coordination of security needs and procedures, signature of the DoS, or implementation of agreed upon measures to be conducted in a face-to-face manner between the Facility Security Officer and the Master, Vessel Security Officer (VSO), or their designated representative. As such, electronic communication may be used for the purposes of completing the DoS, however a conversation should still occur between both the vessel and facility.
- **Declarations of Inspection – 33 CFR 156.150** requires a Declaration of Inspection (DOI) to be completed before any transfer of oil or hazardous material to or from a vessel. Prior to the transfer beginning and in accordance with 33 CFR 156.120 and 156.120(w), the persons in charge (PIC) from the vessel and facility shall meet to begin completing the DOI and hold a conference to ensure both parties understand the operation. The DOI meeting/conference can be completed over the radio, phone or at a safe social distance and still meet these requirements, however both PIC's must communicate with each other before beginning any transfer. Additionally, both PIC's shall sign the DOI, but it can be done electronically. All other requirements of 33 CFR 156.150 must be met before the transfer begins.
- **Seafarer's Access -** Maritime facility operators are reminded they are not permitted to impede the embarkation/disembarkation of crew members as permitted under Seafarer's Access regulations. The authority to restrict access resides with Customs and Border Protection (CBP), the Coast Guard, and the Center for Disease Control (CDC) for medical matters. Facility operators should contact their local CBP, Coast Guard, or the CDC, State and local health department offices regarding specific questions or concerns about their individual operations. Nothing in the Seafarer Access requirements prevent the

facility from maximizing options to minimize direct interaction that may include use of camera systems, barriers, or other measures. These modifications can be made to the Facility Security Plan or use of Noncompliance, as discussed below, may be used.

- **Noncompliance – 33 CFR 105.125** discusses noncompliance with the facility security requirements. If a situation arises where a facility will not be able to comply with the requirements of 33 CFR 105, the facility must contact the Captain of the Port (COTP) to request and receive permission to temporarily deviate from the requirements. Potential situations where this can be used are modified escort requirements in secure areas or mooring a cruise ship at a non-passenger terminal. This request should include any new measures or safeguards the facility plans to employ to mitigate any risk from the non-compliance with 33 CFR 105. While not discussed in 33 CFR 105, the facility operator should also evaluate and consider any safety risks that may be created from the non-compliance. For example, if a facility will receive a different type of vessel than they normally receive, the facility operator should consider if the dock is physically capable of handling that vessel, and any logistical issues that may arise such as movement of personnel from the vessel off the facility, any medical issues or personnel that may be introduced to the facility, supplies for the vessel, and waste removal from the vessel.
- **Waste Reception Facilities – Garbage and Medical Waste**
33 CFR 158 regulations require all ports and terminals under the jurisdiction of the United States to provide vessels with reception facilities for garbage (33 CFR 158.133(c)). International regulations require these reception facilities to have a Certificate of Adequacy (COA) issued by the Coast Guard that attests to their ability to offload garbage, which may include medical waste (33 CFR 158.410). Medical waste is defined in 33 CFR 158.120 as “isolation wastes, infectious waste, human blood and blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes and potentially contaminated laboratory wastes, dialysis wastes and such additional medical items as prescribed by the EPA by regulation.”
 - **Reception Facilities -** Ports and terminals must be ready to receive any medical waste from any vessels calling at their facility. This means that those ports/terminal with or without a COA for garbage, must provide vessels with adequate reception facilities for medical waste or a list of persons authorized by federal, state or local law or regulation to transport and treat such wastes.
 - **Vessels -** In addition to notifying the COTP, vessels must coordinate with the port/terminal/recreational boating facility their needs for reception facilities for medical waste, 24 hours in advance of their arrival (33 CFR 151. 65(b)), or immediately if already in port.
 - **COA Waivers -** If there are issues or concerns with the health hazards associated with any garbage, reception facilities and vessels should work with the appropriate federal, state, and/or local agencies to determine the actual risks and formulate a plan of action based on information received from those agencies. COTP may also exercise their authority to grant waivers under 33 CFR 158.150, if necessary, to allow for offloading of medical waste or garbage to a reception facility without having a COA.
- **TWIC Enrollment Centers –** If applicants are planning to visit an enrollment center, please use the “Find an Enrollment Center” feature at the bottom of the Universal Enroll website (<https://universalenroll.dhs.gov/locator>) to determine if the center is open and its hours of operation.

Richard Timme, RDML, U. S. Coast Guard, Assistant Commandant for Prevention Policy sends



Marine Safety Information Bulletin

Commandant
U.S. Coast Guard
Inspections and Compliance Directorate
2703 Martin Luther King Jr Ave SE, STOP 7501
Washington, DC 20593-7501

MSIB Number: 11-20
Date: March 27, 2020

E-Mail: OutbreakQuestions@uscg.mil

Maintaining Maritime Commerce and Identification of Essential Maritime Critical Infrastructure Workers

The uninterrupted flow of commerce on our Marine Transportation System (MTS) is critical to both National Security and economic vitality. During the ongoing national emergency, it is paramount that we safeguard the continued operation of the MTS in the face of the acute and evolving threats posed by the COVID-19 pandemic. The MTS, which provides more than 90 percent of the domestic supply chain, is dependent on an extensive support network comprised of workers from both the private and public sectors.

On March 19, 2020, the Cybersecurity and Infrastructure Security Agency (CISA), within the Department of Homeland Security (DHS), issued a memorandum that developed an initial list of “Essential Critical Infrastructure Workers” to help State and local officials as they work to protect their communities while ensuring continuity of functions critical to public health and safety, as well as economic and national security (The most current version can be found: <https://www.cisa.gov/identifying-critical-infrastructure-during-covid-19>). The CISA memorandum and this MSIB are advisory in nature and quarantine orders and their enforcement are ultimately up to State and local officials. This MSIB should be used to provide further clarification when making determinations regarding which MTS workers are considered essential in regions impacted by COVID-19 quarantine and shelter-in-place orders.

Though not meant to be an exhaustive list, the following personnel are essential for sustaining the continuous flow of maritime commerce:

- Merchant mariners;
- Federal and state pilots;
- Stevedores, longshoremen, and line handlers;
- Representatives of seafarers' welfare and labor organizations;
- Marine consultants, naval architects, marine exchanges, surveyors and shipyard workers;
- Classification Society and Recognized Organization surveyors and auditors;
- Vessel owners, operators, shipping agents and marine dispatchers;
- Technical representatives and contractors;
- Bridge operators and bridge repair personnel;
- Lock and Dam operators and workers;
- Lighthouse servicing and repair personnel;
- Commercial barge fleet facility personnel;
- Equipment, cargo, crane and dredging operators;
- Truck drivers, launch/tug/towing operators and other intermodal transportation workers;
- Vendors and ship chandlers providing ship services, husbandry and provisions;
- Federal & State Agency personnel (e.g., Coast Guard, Customs and Border Protection, Centers for Disease Control and Prevention, Army Corps of Engineers, local health & safety organizations)

From CISA Guidance: In addition to the examples above, this MSIB has some select sections from the CISA guidance memo, see below. Though not exhaustive these are examples of where essential MTS workers may be found in the memo. Information in bold has been added by the Coast Guard to this MSIB for further clarification.

TRANSPORTATION AND LOGISTICS

- Employees supporting or enabling transportation functions, including truck drivers, bus drivers, dispatchers, maintenance and repair technicians, warehouse workers, truck stop and rest area workers, and workers that maintain and inspect infrastructure (including those that require cross-jurisdiction travel)
- Maritime transportation workers - port workers, mariners, equipment operators – **To clarify this includes Port and facility security personnel and other Port authority and commercial facility personnel.**
- Employees who repair and maintain vehicles, aircraft, rail equipment, marine vessels, and the equipment and infrastructure that enables operations that encompass movement of cargo and passengers
- Employees supporting or enabling transportation functions, including dispatchers, maintenance and repair technicians, warehouse workers, truck stop and rest area workers, and workers that maintain and inspecting infrastructure (including those that require cross-border travel)

PETROLEUM WORKERS:

- Petroleum product storage, pipeline, marine transport, terminals, rail transport, road transport
- Crude oil storage facilities, pipeline, and marine transport
- Petroleum refinery facilities
- Retail fuel centers such as gas stations and truck stops, and the distribution systems that support them

HAZARDOUS MATERIALS

- Workers who support hazardous materials response and cleanup – **To clarify this includes Oil Spill Removal Organizations and Salvage and Marine Firefighting Response Companies. Additionally, this includes response and cleanup of petroleum products.**

CRITICAL MANUFACTURING

- Workers necessary for the manufacturing of materials and products needed for medical supply chains, and for supply chains associated with transportation, energy, communications, food and agriculture, chemical manufacturing, nuclear facilities, the operation of dams, water and wastewater treatment, emergency services, and the defense industrial base. Additionally, workers needed to maintain the continuity of these manufacturing functions and associated supply chains.

HEALTHCARE / PUBLIC HEALTH

- Workers performing security, incident management, and emergency operations functions at or on behalf of healthcare entities including healthcare coalitions, who cannot practically work remotely – **To clarify this includes maritime specific medical providers who meet shipboard medical needs for maritime crews.**

Many MTS workers will have a federal Transportation Worker Identification Card (TWIC) that may be used to confirm their MTS nexus. However, many others in the support framework will not have specific maritime identification or may be in the process of applying for a TWIC. In any cases where there is a question, state officials are highly encouraged to engage directly with their local Coast Guard Captain of the Port to confirm whether the worker is essential to MTS operations.

Richard V. Timme, RDML, U.S. Coast Guard, Assistant Commandant for Prevention Policy sends.



Marine Safety Information Bulletin

Commandant
U.S. Coast Guard
Office of Marine Environmental Response Policy
2703 Martin Luther King Jr Ave, SE, STOP 7516
Washington, DC 20593-7516

MSIB Number: 12-20
Date: April 2, 2020

E-Mail: OutbreakQuestions@uscg.mil



COVID-19 – Vessel and Facility Response Plans

The uninterrupted flow of commerce on our Marine Transportation System (MTS) is critical to both National Security and economic vitality. During the ongoing national emergency, it is paramount that we safeguard the continued operation of the MTS in the face of the acute and evolving threats posed by the novel coronavirus (COVID-19) pandemic. The MTS, which provides more than 90 percent of the domestic supply chain, is dependent on an extensive support network, to include the response community.

This MSIB serves as a reminder that vessel and facility owners or operators must ensure the availability of response resources remain within stipulated response times in accordance with 33 CFR § 154 and 33 CFR § 155. Vessel and Facility owners or operators should continually communicate with their oil spill response and salvage and marine firefighting (SMFF) providers to assess changes or degradation of resource availability and capability.

The [2019 Guidelines for the U.S. Coast Guard Oil Spill Removal Organization \(OSRO\) Classification Program](#) requires classified OSROs to notify the applicable Captain of the Port (COTP) and the National Strike Force Coordination Center of any significant changes made to its response resources within 72 hours. A significant change is defined as a reduction in the OSRO's capacity by a factor of 10% or greater, for a period of 48 hours or longer.

All OSROs, classified or not, and SMFF providers must notify their clients if they are unable to meet their contractual agreements. Vessel and facility owners or operators remain responsible to ensure the availability of response resources, and shall immediately contact the COTP of any response resource impacts.

Ricardo Alonso, CAPT, U.S. Coast Guard, Office of Marine Environmental Response Policy sends.

This release has been issued for public information and notification purposes only.



Marine Safety Information Bulletin

Commandant
U.S. Coast Guard
Inspections and Compliance Directorate
2703 Martin Luther King Jr Ave SE, STOP 7501
Washington, DC 20593-7501

MSIB Number: 13-20

Date: April 3, 2020

E-Mail: OutbreakQuestions@uscg.mil

COVID 19 – Transportation Worker Identification Credential (TWIC®) Operations

The uninterrupted flow of commerce on our Marine Transportation System (MTS) is critical to both National Security and National economic well-being. During this National emergency for COVID-19 it is paramount that the Coast Guard safeguards the continued operation of the MTS to ensure our domestic supply chain continues uninterrupted. The regulations outlined throughout 33 and 46 Code of Federal Regulations remain in force, and maritime operators are expected to continue to comply with these requirements. However, when compliance with these regulations cannot reasonably be met as a result of COVID-19, the Coast Guard will exercise flexibility to prevent undue delays. The following clarification is provided regarding the Transportation Worker Identification Credential (TWIC®), which is jointly managed by the Coast Guard and the Transportation Security Administration (TSA). TSA may grant a temporary exemption from certain requirements in 49 CFR part 1572 for the expiration of the TWIC for current cardholders. If this occurs the Coast Guard will take these exemptions into consideration.

Maritime Facilities and Vessels:

TWIC Readers - the Coast Guard is not changing or delaying the TWIC Reader Rule implementation date of June 7, 2020, for facilities that receive vessels certificated to carry more than 1,000 passengers and vessels certificated to carry more than 1,000 passengers. However, the Coast Guard will delay enforcement until October 5, 2020. Applicable facilities and vessels are not required to update facility security plans (FSP)/vessel security plans (VSP) or install readers until the revised enforcement date.

Escort Ratios – Escort ratios for secure and restricted areas of a facility are provided in Navigation and Inspection Circular (NVIC) 03-07. To provide flexibility due to COVID-19 related health impacts, the escort ratio may be adjusted to meet employee shortages or other demands. This would constitute a change to the FSP or require Captain of the Port approval via noncompliance (discussed below and in MSIB 07-20).

New Hires – After enrollment has been completed and a new hire has presented an acceptable form of identification per 33 CFR 101.515(a) to the vessel security officer or facility security officer, that new hire may be allowed access to secure or restricted areas where another person(s) is present who holds a TWIC and can provide reasonable monitoring. The side-by-side escorting required in 33 CFR 101.105 for restricted areas will not be enforced during the COVID-19 pandemic. Additional compliance options for new hires can be found in 33 CFR 104.267 and 105.257 or via noncompliance (discussed below).

Alternative Security Program (ASP) – Local users who are unable to comply with the requirements in an approved ASP may pursue temporary relief via noncompliance (discussed below) or an amendment can be submitted to cover the entire ASP via submission to CG-FAC.

Noncompliance – 33 CFR 104.125 and 105.125 discusses noncompliance with facility and vessel security requirements. If a situation arises where a facility or vessel will not be able to comply with the requirements of 33 CFR parts 104 or 105, they must contact the Captain of the Port (COTP) to request and receive permission to temporarily deviate from the requirements. While not discussed in 33 CFR 104.125 or 105.125, the vessel or facility operator should evaluate and consider any safety risks that may be created from the noncompliance. This request to continue operations should include new measures or safeguards the facility or vessel plans to employ to mitigate any risk from the non-compliance with 33 CFR part 104 or 105.

This release has been issued for public information and notification purposes only.

Merchant Mariner Credentials

The Coast Guard is providing flexibility with regard to requirements to have a TWIC when applying for a credential or when serving under the authority of a credential. To date, the processing of submitted TWIC enrollments has not been impacted by the COVID-19 crisis, and there is no delay in vetting, card production, and issuance. However, TSA and the Coast Guard recognize that this is an evolving public health situation and enrollment centers closures or processing delays will impact applicants for a merchant mariner credential (see below for more on TSA enrollment centers).

Under the 46 CFR 10.203(b), failure to hold a valid TWIC may serve as grounds for suspension or revocation of a merchant mariner credential (MMC). The Coast Guard will not pursue any suspension and revocation actions based on expired TWIC's during the COVID-19 pandemic. The Coast Guard will update industry prior to reinstating enforcement of this requirement. This enforcement discretion for expired TWICs does not apply to cases where a mariner's TWIC has been suspended or revoked due to a determination that they are a security threat. In those cases, the Coast Guard may pursue suspension or revocation of the MMC.

With respect to expired TWICs in the MMC application process, mariners applying for an original credential will be treated differently than mariners seeking a renewal, raise of grade or new endorsement. This is because the TSA provides the Coast Guard with biometric and biographic information (including the photograph) necessary to evaluate and produce a MMC.

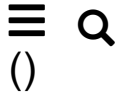
Mariners applying for an original credential need to demonstrate that they have enrolled for a TWIC. Mariners may pre-enroll for a TWIC online, can schedule an appointment, but must complete the in-person enrollment process at the nearest TSA enrollment center. While this proof of application is sufficient to begin the merchant mariner credentialing process, an applicant for an original credential will be unable to obtain a MMC until their biographic and biometric information is provided to the Coast Guard by TSA.

For mariners already holding a MMC, if their TWIC expires, and their credential remains valid, then no action needs to be taken and the credential remains valid.

If a mariner applies for a renewal, raise of grade, new endorsement or duplicate merchant mariner credential while their TWIC is expired, they may apply without a valid TWIC if they demonstrate that they have enrolled for a TWIC renewal.

TSA Enrollment Centers – TSA's Enrollment Centers remain open, at this time, and TSA is processing new TWIC enrollments. According to TSA, some enrollment centers have closed and may continue to close for a period of time to ensure the safety, health and wellness of staff and the public. If applicants are planning to visit an enrollment center, TSA encourages individuals to use the "Find an Enrollment Center" feature at the bottom of the Universal Enrollment Services home page (<https://universalenroll.dhs.gov/locator>) to determine if the center is open and its hours of operation. TWIC enrollments must be completed in-person at an enrollment center. You will be required to provide the necessary identity/immigration documentation and submit fingerprints during your in-person enrollment. It is recommended that you schedule an appointment. You may pre-enroll and schedule an appointment online (<https://universalenroll.dhs.gov>).

Richard V. Timme, RDML, U. S. Coast Guard, Assistant Commandant for Prevention Policy sends



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Monday, April 13, 2020

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3116

Views

Crowley Develops "Medical Support Barge" Concept for COVID-19 Response



Rendering courtesy Crowley Maritime

BY [THE MARITIME EXECUTIVE](https://maritime-executive.com/author/marex) ([HTTPS://MARITIME-EXECUTIVE.COM/AUTHOR/MAREX](https://maritime-executive.com/author/marex)) 04-06-2020

02:34:23

Crowley Maritime has developed a new design and operating concept for a "medical support barge" - a large deck barge retrofitted with living units, which could be quickly deployed to provide emergency housing during the response to the COVID-19 outbreak.

Crowley has nearly a dozen multipurpose barges available for temporary conversion, along with a fleet of tugs for positioning. The company says that its design would provide housing for more than 500 people per barge, or 5,500 people in total.

"Our barges and towing vessels have the capability to be positioned virtually anywhere on water, including coastal cities, harbor communities and river communities. Combined with our project engineering and vessel design services, Crowley can tailor solutions to support responses to serve communities well," said Jeff Andreini, general manager of Crowley offshore services.

In addition to barge-based aid solutions, Crowley said that it could quickly source other maritime assets (including ships) for medical or housing purposes. It also has in-house naval architecture and marine engineering services to advise on modifications; staffing

capacity for supplying mariners, electricians, stewards, cooks and other personnel; and integrated warehousing and transportation services for essential supplies, including pharmaceuticals.

“Crowley has been a consistent, responsive partner of the U.S. government for more than 100 years in diverse missions,” said Crowley’s Chris Goss, vice president, expeditionary logistics and business development. “We understand the communities we serve are going through difficult and uncertain times. We stand ready to support COVID-19 response missions by providing speed to theater, 24/7/365 readiness, experience, high performance and best-in-class technology.”

Crowley has a long history in supporting humanitarian, disaster and pandemic responses, including work for the Federal Emergency Management Agency (FEMA), the Defense Logistics Agency, U.S. Transportation Command (USTRANSCOM), USAID and the World Food Program (WFP). It has also worked on epidemic response efforts before: it provided on-site logistics support and shipping services for the U.S. military’s Operation United Assistance to fight Ebola in West Africa in 2014-15.

MORE TOP STORIES

RNLI Asks Public to Avoid Seagoing Activities Due to Risk for Rescuers
(<https://maritime-executive.com/article/rnli-asks-public-not-to-go-boating-at-sea-due-to-risk-for-rescuers>)

Carnival Cruise Line Extends Pause (<https://maritime-executive.com/article/carnival-cruise-line-extends-pause>)

Charterers Beware: Supreme Court Affirms Strict Liability Standard
(<https://maritime-executive.com/article/charterers-beware-supreme-court-affirms-strict-liability-standard>)

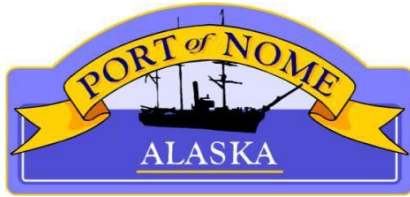
U.S. Coast Guard to Grant Extensions for BWTS Installation (<https://maritime-executive.com/article/u-s-coast-guard-to-grant-extensions-for-bwts-installation>)

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Port Denials: What are States’ International Obligations? (<https://maritime-executive.com/editorials/port-denials-what-are-states-international-obligations>)

Will People Cruise Again? (<https://maritime-executive.com/editorials/will-people>)



Memo

To: Glenn Steckman – City Manager
From: Joy L. Baker – Port Director *JLB*
CC: Mayor & Common Council; Nome Port Commission
Date: 4/13/2020
Re: Monthly Report/Capital Projects Update – April 2020 (Reduced content for COVID-19)

Administrative:

The Port Commission is scheduled to meet on 16 April for a 5:30 pm work session to discuss impacts of COVID-19 on the 2020 Port & Harbor operating season, followed by a 6:30 pm regular meeting on more pandemic information and other normal business – including fuel line repairs that are needed on the Industrial Pad.

The Port Facility is officially closed until 31 May 2020, and activity beyond that date is currently being evaluated by the Port Commission and City Administration to allow for modified operations in an effort to protect front-line port staff members, and the residents of Nome from potential exposure to the Coronavirus.

Seasonal users and a few contractors have submitted travel permit requests to the City Manager for approval, and Harbormaster Stotts and I are receiving operational plans from commercial barge operators outlining their protocols for when their vessels are in-port. These plans also include their management of shoreside personnel, all necessary to meet USCG/CDC and other state-issued mandates to prevent and/or reduce the spread of the coronavirus. Plans are being reviewed to determine how many of the Nome-based requirements are being met, and the additional that will be required.

Concerns have been expressed about the fishing fleet that will be moving north to follow the stock, which shifts any emergency medical issues, along with fuel and stores needs, to Nome. This discussion continues to evolve and will be further evaluated as information is provided from the state, but all required protocols as established by the City will be followed, whether there are known or potential virus-infections aboard .

At this time, coordination continues with barge carriers for getting the freight/fuel to Nome, as well as enabling the construction/gravel companies to transship materials/equipment to project sites. The research and cruise ship fleets are currently on-hold as they are not yet able to confirm their 2020 schedules. We do expect to see a few government ships, along with our local mining/fishing fleets, and possibly some regional fishermen.

We are talking to other ports (Seward, Dillingham and Bethel) on the phone, and the Alaska Association of Ports via email, to stay aware of what active and soon-to-be-active facilities are putting in place. The Harbormaster and I will continue to work with the City Manager and Port Commission on the best action plan to present to the Council that provides for the most safe/efficient facility operations, while protecting the community.

Causeway:Arctic Deep Draft Port – Modification Feasibility Study (MFS):

The Alaska Corps District finalized the draft Nome Modification Feasibility Report, and it has been submitted to the Vertical Team at Army Corps Headquarters, as well as distributed for State & Agency review. We still anticipate the report to be submitted to the Office of the Chief of Engineers at Civil Works for review and signature sometime in late spring 2020.

- Anyone with questions, may contact me at 907-304-1905 or jbaker@nomealaska.org, and further info on the project study can be found on the Port page at www.nomealaska.org.

Sediment at Causeway Bridge:

The Corps is still evaluating the best solution to address the sediment buildup, which won't be addressed until the 2021 dredging season.

Harbor:Inner Harbor Deepening to -12.5' MLLW (Section 107 Corps CAP Program):

The Alaska Corps District recently requested a Letter of Intent and Certificate of Financial Capability from the City for the Feasibility Study on this project, budgeted at a 50/50 split on \$1.4M – and paid by a grant from the State of Alaska, as awarded to the City in 2019.

Concrete Launch Ramp Replacement Project:

Bids for Construction of the Launch Ramp Replacement Project are due in the Clerk's Office by 3:00 pm on 16 April 2020.

Snake River Moorage & Vessel Haulout Facility:

US Department of Transportation have released the 2020 BUILD grant opportunity, which we are currently evaluating the benefits of submitting an application for this project, with the possibility of partnering with the local tribal organization. We hope to have more in this very soon – applications are due by 18 May 2020.

Port Industrial Pad:Settling of Buried Pipelines Crossing Frankie Okleasik Avenue:

This is a developing project that is still pending additional information and discussion that is anticipated to occur at the 16 April 2020 Port Commission meeting under New Business. Suffice to say there is work needed to correct the problem to protect the infrastructure and prevent an unexpected release of product while product is being transferred into the Bonanza Fuel Tank Farm – there will be more information in the next report.

West Nome Tank Farm (Property Conveyance):

The City is compiling a response to the USAF draft property transfer document for their review and consideration prior to meeting with them once travel restrictions are relaxed.

Port Rd. Improvements (ADOT Project cost-shared with City/Port):

ADOT has presently advised that this project is still on schedule for the 2021 construction season. This will require us to maintain the budgeted cost-share of \$329K in the draft F21 Capital budget.

External Facilities:

Italics reflects information with\ no change from last report. Additional information is available on request.



April 6, 2020

PROPOSAL FOR THE PORT OF NOME

We are pleased to offer you the enclosed cost proposal, based on your verbal Scope of Work, dated April 2020 to include the following:

Item 1

Remove Fencing from work area, lock and tag out both 6" cargo pipeline and one 8" cargo Pipeline. Drain down the three cargo pipelines and remove the valves adjoined to the work Area, support pipes as necessary. Blank and blind the tank farm side cargo pipelines. Blow down and gas free each of the three cargo lines starting with the Gas line.

Lift and level pipelines and supports. Verify each line is gas free; open each end of the pipeline to atmosphere and cold cut the 6" gas pipeline approximately Two feet above the ground.

Install slip flanges on both ends of the cut; use the above procedure again on both the 6" Jet line and the 8" diesel # 2 lines.

Construct two 6" flanged spools and one 8". Reinstall the valves back in the cargo pipelines With new bolts and gaskets; insert the new spool in place with bolts and gaskets. Replace the 8" and 3" Isolation. Reinstall the fencing.

	Labor	Room & Board	ODC	
Hydro	\$82,200.00	\$8,500.00	\$41,362.00	\$132,062.00

Item 2

Perform Ultrasonic thickness measurements at six locations under the bridge from Scaffolding and three locations at the port header.

Three thickness measurement locations (TML'S) were designated on each end of the bridge, where each of the three cargo pipelines exit the bridge abutment through an expansion joint covered in a liner bag before entering the containment piping, (Remove and replace XR-5 liner bags, complete a visual inspection and operational inspection of the expansion joints from Scaffolding under the bridge before and during hydro testing) and where each of the three cargo pipelines exit the containment pipe before the bridge abutment.

Three additional locations are at the port headers where the cargo pipelines go up through the concrete pad. Four thickness measurements are to be taken at each of the nine TML.

	Labor	Room & Board	ODC	
Liner bags	\$16,800.00	\$1,750.00	\$3,638.58	\$22,188.58
UT testing	\$7,200.00	\$250.00	\$1,440.82	\$8,890.82

SEAKERS, Inc.

P.O. BOX 871725 WASILLA, AK 99687 POST OFFICE STREET ADDRESS 401 N MAIN ST # 871725 WASILLA ALASKA, 99687
E-mail address is seakers@gci.net CELL (907) 224-1606, OFFICE (907) 229-6023 FAX (907) 376-9326 Page - 1 -

**Item 3**

Pack the Diesel fuel pipeline with fuel from BFI Tank No. 2 or 7 using a BFI tank truck as an air eliminator removing the air from the system at the dock header repeating this process with the Gas pipeline from BFI Tank No. 1 or 8 and the Jet pipeline from BFI Tank No. 4 or 9 through a BFI dry break adapter at the port headers. Provide one Certified Inspector and qualified crew to perform hydrostatic testing on one 8" Diesel fuel cargo line, one 6" Jet fuel cargo line, one 6" gas cargo lines. Hydrostatic testing will be conducted in accordance with industry practices as indicated. We will provide the original Hydrostatic Data Test Report. Pig the Jet fuel from the 6" Jet fuel pipeline after the completion of the hydrostatic testing back to tank at BFI. Pig the Gasoline from the 6" Gas pipeline after the completion of the hydrostatic testing back to tank at BFI. Pig the fuel from the 8" Diesel fuel pipeline after the completion of the hydrostatic testing back to tank at BFI.

	Labor	Room & Board	ODC	
Hydro	\$19,200.00	\$2,000.00	\$8,292.15	\$29,492.15

For this Proposal, our estimated cost is \$ 192,632.12

Quarantine cost to Nome is an additional cost \$29,400.00

With Quarantine cost \$222,034.00

ASSUMPTIONS:

1. All fuel transfers to be completed by others except as noted.
2. Client to supply at no charge to Contractor: all hydrostatic testing liquid i.e. Gas, Jet, DF#2, water etc.
3. Access to the underside of the bridge is to be from dry land without tidal influence
4. Client to supply at no charge to Contractor: all power, all fuel and lubricants, site security, disposal of all generated wastes, including trash debris and all other wastes.
5. The testing of each item and pipeline will be completed sequentially.
6. Client to remove at no charge to Contractor: concrete, dirt, debris from around each of the three pipelines on the header pad for a minimum of 6" and re-taping each pipeline upon completion of UT Testing.
7. All work requiring heavy equipment to be supplied by others.

SEAKERS, Inc.

P.O. BOX 871725 WASILLA, AK 99687 POST OFFICE STREET ADDRESS 401 N MAIN ST # 871725 WASILLA ALASKA, 99687
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8. There are no weather delay allowances, work stoppage, stop work mandates, shorten work hours, COVID-19 (coronavirus) mandated work stop, self-quarantine, mandated-quarantine etc. standby time in this proposal. Standby is identified as time when tank lifting, blasting, painting, cleaning, welding, inspecting, hydrostatic testing, Airline travel etc. cannot be conducted due to circumstances/conditions beyond the control of the SEAKER'S crew. SEAKERS, Inc. Standby time is billed at \$100.00 per Hour per Man for a maximum of an 8-hour day plus room and board @ \$250.00 per man per day. These costs are over and above the Estimated Cost as indicated.
9. We are not responsible for costs incurred due to timeliness of services and materials provided by others, or for the appropriateness of services and materials provided by others.
10. Our terms are net 30 days from date of invoice unless other arrangements are made in advance.

Exclusions:

- 1) Any Permitting required.
- 2) Payment and performance bonds.
- 3) Any design cost.
- 4) Any electrical work.
- 5) Any cathodic protection work.

Commercial Clarifications

Commercial modifications are to be in accordance with the Owner/SEAKERS, Inc. contract agreement or purchase order as applicable. Our pricing is based on general liability standard insurance coverage, with Port of Nome required project specific limits of \$5m.

Taxes

The above pricing excludes state, county, or city sales or use taxes. These and any other gross receipt taxes, value added taxes or similar taxes imposed upon SEAKERS Inc. or customer under this proposal are excluded. If applicable, they will be invoiced at our direct cost plus 20%, as additions to the pricing quoted in this proposal.

Proposal Validity

This proposal is also based on borrowing (Fuel) from Bonanza Fuel with respect to the hydrostatic testing fluid in 2020 without a usage fee to complete the work as described. Should SEAKERS, Inc. be unable to secure the Hydrostatic testing fuel (8,000 gallons Gas, 8,000 gallons Jet, 12,000 gallons DF#2) needed. We would require the Port of Nome to provide SEAKERS, Inc. with the necessary hydrostatic testing product without compensation to complete the work in 2020.

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Payment Schedule

SEAKERS, Inc. proposes to invoice 50% payable prior to procuring materials and mobilization of tools and equipment to Nome. It is understood that this initial payment is largely for materials, specialized equipment, and is nonrefundable.

The final Remaining Estimated 100% of the Value of the Job will be due within 30 days, after submittal of the final invoice upon SEAKERS, Inc. completion of fabrication, field construction, hydrostatic testing, UT inspection activities and reports.

Offered by:

Name

Date

Todd C. Fisher
Chief Operations Officer
SEAKERS, Inc.

Accepted by:

Name

Date

Lucas Stott's
Harbormaster
Port of Nome

SEAKERS, Inc.

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Lucas Stotts
Harbor Master
Port of Nome
P.O. Box 281
Nome, Alaska 99762

April 6, 2020

Proposal
Pipeline Settlement Repair Hydrostatic Pipeline Testing, Liner Bag Replacement,
Expansion Joint Inspection and UT Testing

Attn: Lucas Stotts

Thank you for the opportunity to provide the attached proposal for the hydrostatic testing of your pipelines as detailed in your scope of work.

The rates as shown on the following pages reflect the man-power and equipment required to back fill each of the three pipelines. Hydrostat test two each 6" cargo pipelines and one 8" cargo pipeline. Pig each cargo pipeline to its source. Remove and replace three each expansion joint liner bags from Scaffolding under the bridge. Visual inspection of two each 6" expansion joints and one each 8" expansion joint during operation of each under test pressure. Perform Ultrasonic thickness measurements at six locations under the bridge and three locations at the port header. The rates include all report fees.

The concrete needs to be removed from around each of the three pipelines for a minimum of 6" for UT testing, cleaning, visual inspection and re-taping upon completion to be provided by the Port Of Nome. The understanding is that a sand bar completely encompasses the underside of the bridge for pickup truck access under the bridge at high tide. Access to the underside of the bridge is to be from dry land without tidal influence.

If SEAKERS, Inc. is legally required to Quarantine incoming employees to Nome for 14 days we will need to be in Nome by April 20 to finish by mid-June 2020. The Quarantine mobilization cost would be an additional cost of approximately \$29,400.00 not included in this proposal, hope we can avoided this!

If SEAKERS, Inc. is also legally required to Quarantine outgoing employees back to Anchorage for 14 days the de-mobilize cost would be an additional cost of approximately \$29,400.00 not included in this proposal, hope we can avoid this!

Should we uncover defects in your piping during our inspection activities, we will immediately notify Lucas Stotts or whomever you designate to receive such notice. At that time, we will offer our services/expertise to help facilitate the timely repairs of the pipes to minimize downtime.

SEAKERS, Inc.

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Thank you for this opportunity. Please contact me directly should you require additional information.

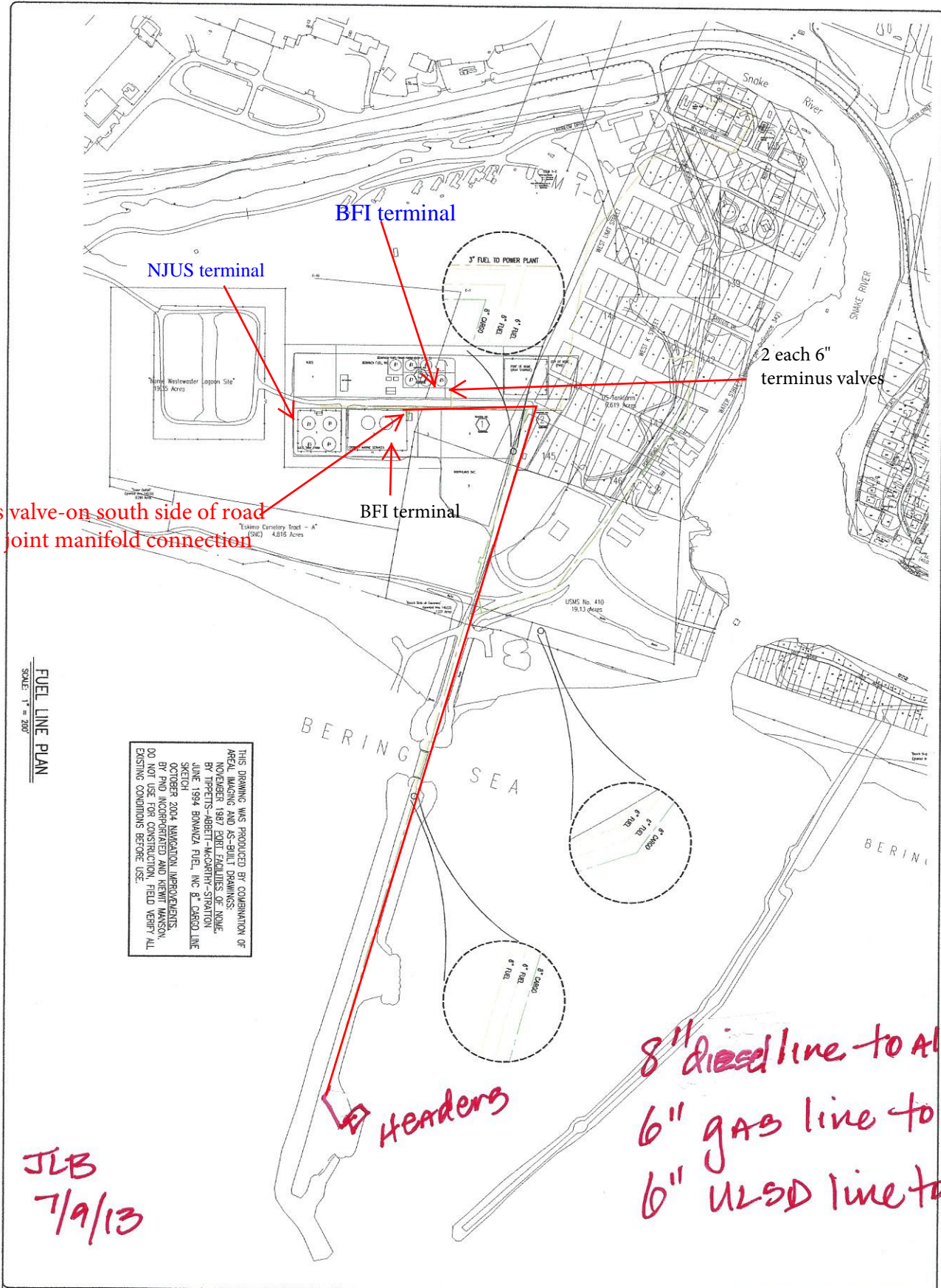
Sincerely,

Todd C. Fisher
SEAKERS, Inc.

SEAKERS, Inc.

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8" terminus valve-on south side of road
(also called joint manifold connection)



FUEL LINE PLAN
SCALE: 1" = 200'

THIS DRAWING WAS PRODUCED BY COOPERATION OF
ARLINGTON AND AS-BUILT DRAWINGS MADE
BY TIRETTI-ABET MACARTHUR STRATTON
LINE 1984 BONANZA FUEL, INC. 8" DIESEL LINE
OCTOBER 2004 NAVIGATION IMPROVEMENTS
BY PWD INCORPORATED AND KENT HANSON
DO NOT USE FOR CONSTRUCTION, FIELD VERIFY ALL
EXISTING CONDITIONS BEFORE USE.

JLB
7/9/13

Headers

8" diesel line to all 3 TF.
6" gas line to BFI only
6" ULSD line to BFI only

ENTERPRISE ENGINEERING, INC. 2008 GARDNER STREET NOME, ALASKA 99565 TEL: (907) 825-8015 FAX: (907) 825-8015		PORT OF NOME FUEL LINE AS-BUILT		DWG NO. SK-1 P.N. 10-5504 QTRD. SHEET 1 OF 1 DATE 5/2010																								
DESIGN: SEAL DRAWN: VM CHECK: GHG APPROV: AS NOTED		<table border="1"> <thead> <tr> <th>REV</th> <th>DATE</th> <th>BY</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>			REV	DATE	BY	DESCRIPTION																				
REV	DATE	BY	DESCRIPTION																									

PORT OF NOME
FUEL FACILITIES
CITY OF NOME, ALASKA



NJUS Tanks

North

Crowley Tanks

Both Crowley/NJUS terminus valves

original 8" line to Crowley/NJUS 1987/88 from dock

stubout to BFI in 1994

BFI terminus valves

BFI Tanks

2-6" lines to BFI

to Dock