



PUGET SOUND NAVAL SHIPYARD & INTERMEDIATE MAINTENANCE FACILITY

CORONAVIRUS DISEASE 2019 (COVID-19) UPDATE & GUIDANCE as of April 6, 2020

For regular COVID-19 updates and resources, including frequently asked questions, visit the SharePoint homepage and NYCU. ([https://homeportnw.psns.navy.mil/dept/1100/1160/SitePages/CoronaVirus\(COVID-19\).aspx](https://homeportnw.psns.navy.mil/dept/1100/1160/SitePages/CoronaVirus(COVID-19).aspx)). Please email PSNS.PAO.FCT@navy.mil with any questions.

UPDATE PARKING

Relaxed parking restrictions for the City of Bremerton will remain in effect until May 4. Relaxed parking does not apply to paid garages or lots, or permanent-resident reserved spaces.

Safety regulations are still in effect. Tickets and citations may be issued if parked in loading/unloading zones, within 20 feet of an intersection, bus stop zones and handicapped space without a valid placard.

If you are ticketed or receive a citation, instructions are provided on the back of the citation to find out more information. Photographs of violations will be on record and can be requested by parking enforcement. For more information on parking regulations for the City of Bremerton, please contact Melinda Monroe at melinda.monroe@ci.bremerton.wa.us

Parking aboard Naval Station Kitsap- Bremerton has not been relaxed and tickets will be issued for those without parking passes in garages, lots and common spaces designated as short-term parking. Parking passes are registered to the vehicle and cannot be shared. The parking offices are currently being manned from 0730-1200 daily. Please contact the NBK Parking Office for traffic inquiries at traffic.and.parking.complaints@nbk.navy.mil.

UPDATE MASKS

This weekend, the Department of Defense made an announcement based on CDC guidance recommending face coverings in public settings where other social distancing measures are difficult to maintain. Effective immediately, all individuals on DoD property, installations and facilities are required to wear cloth face coverings, to the extent practical, when they cannot maintain six feet of social distance. This includes all military personnel, Navy civilian employees, family members, Navy contractors and all other individuals on DoD property, installations, and facilities.

The Sail Loft and others across the shipyard have been working hard to make and purchase masks and face shields to support shipboard work and other areas where social distancing cannot be accomplished. These efforts align work with recent OSHA guidance and also include engineered controls, such as changes in some of our work practices or separating individuals with a barrier. While there are not currently have enough masks to provide to everyone, regardless of social distancing, PSNS & IMF is working on a solution.

Starting this week, training will be conducted and masks provided to those completing work where proper social distancing cannot be maintained for a prolonged period. This work, under Alternate Work Controls, will require that you wear a PSNS & IMF issued mask, which is why the masks are being prioritized to support it.

Employees are encouraged to make and wear their own coverings. For ideas, watch this quick video from the CDC: <https://youtu.be/tPx1yqvJgf4>.

Please remember the following rules apply:

1. The mask cannot cover your entire face.
2. The mask cannot be a Halloween mask or ski mask.
3. You must lower or remove the mask as you pass through entry control points.
4. Cloth facemasks are not to be used as a substitute for other required personal protective equipment. Do not use during industrial work that requires a NIOSH-approved respirator.

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UPDATE SCREENING TABLES

Starting this week, you may see tents and tables being set up at the PSNS & IMF gates. The command is working toward a self-assessment verification system that will go into effect next week. The goal is to initially start with monitors validating that self-assessments were completed at home. There is a potential of adding no-touch temperature screening in the future for both those walking on base, riding in vanpools or riding the worker/driver buses.

UPDATE JAPAN

U.S. Forces Japan announced a public health emergency for the Kanto Plains region, April 6. The order covers all Army, Navy, Air Force and Marine installations and facilities in the area, to include Commander, Fleet Activities Yokosuka. The public health emergency status allows for commanders to enforce compliant health protection measures among military, civilians and contractors who live and work on U.S. installations. All PSNS & IMF employees in Japan are mission-essential personnel and able to continue work.

SOCIAL DISTANCING

Please ensure social distancing (six feet of separation) throughout your day, to include talking to someone at a meeting, standing at a muster or waiting near other, smoking at the smoke pits, walking around the shipyard or riding in elevators (limited to three people). Please note that elevators and turnstiles now have several "x" on the floor in tape to mark where you should stand to ensure proper social distancing.

SCREENINGS/HEALTH-PROTECTION MEASURES ON VESSELS PREPARING FOR UNDERWAY PERIODS

As ships and submarines prepare for underway periods here and abroad, they may implement additional screenings and health-protection measures. Supervisors, managers and project teams will communicate specifics to you.

TELEWORK AND CYBER-SECURITY

PSNS & IMF has been receiving reports about employees posting pictures on Social Media to display their government laptops and teleworking workspace. When you are at your alternate work site (Home -Teleworking) it is a PSNS & IMF work space. In a PSNS & IMF workspace, taking photos, video or recording audio are prohibited. Teleworking is a privilege and violations of your telework agreement and information security requirements will result in suspending your ability to telework, possible account disabling, and potential disciplinary action by your shop or code. Government employees are already a target to adversaries. During this time of teleworking, social media is an open opportunity for them. They are paying attention and want the opportunity to exploit you. The threat is very real! Take Cybersecurity seriously. DO NOT make yourself, or our information, a target.

ID CARD FACILITIES

Beginning Mon. April 6, ALL ID Card Facilities will move to **Appointments Only** with the exception of CAC Pin Resets. Facility doors will be locked and signs will be posted. A member of the ID Card Lab will let in people awaiting appointments and CAC Pin Resets after they have answered the COVID 19 questionnaire. No one will be allowed through the door before answering the questionnaire.

The DEERS site locator will also contain the questionnaire for all customers to fill out while they are making their appointment. Only individuals with time sensitive needs will be authorized entry. Please see eligible categories below:

- Lost/stolen or Initial CAC issuance
- CAC expiring within 60 days
- Newly Retired Service Members
- Dependent IDs expiring within 30 days
- Dependent Enrollment (AD and RET only)

*CAC PIN Resets will be serviced without an appointment.

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Appointments can be made at <https://rapids-appointments.dmdc.osd.mil> (mobile friendly)

Site Locator <https://www.dmdc.osd.mil/rsi> (mobile friendly)

Telephonic updates to your DEERS record may be accomplished by calling 1-800-361-2508.

COVID-19 REPORTING

Per Office of the Secretary of Defense policy, we are no longer able to publicly post information regarding positive cases due to operational security. Confirmed COVID-19 cases will be aggregated daily by the Navy and the number of people in isolation, quarantine or possibly infected will not be released.

PSNS & IMF will continue to communicate internally and follow CDC guidelines for self-isolation, cleanliness of workspaces and direct notification of any personnel that have had close, personal contact with an individual testing positive.

TRAVEL

Based on DoD travel restrictions, all non-essential official travel has been stopped until May 11. This means travel for training, conferences or anything else that is not directly in support of the PSNS & IMF mission has been canceled. Travel in direct support of ship maintenance will continue.

Japan, Hawaii and Guam require a 14-day self-quarantine for those traveling there. PSNS & IMF employees conducting mission-essential travel to these locations will now need to follow these requirements. A self-quarantine plan will be developed for any approved mission-essential travel prior to departure. Please discuss with your supervisor or manager.

ANNUAL LEAVE AND PERSONAL TRAVEL FOR CIVILIANS

We are under Orders by the Washington and California State Governors, and Commander, Naval Forces Japan, to stay at home except to participate in essential activities (obtain groceries or medical services) or to go to work at an essential business such as PSNS & IMF. This means we are not authorized to travel, except as required for PSNS IMF mission-essential business. Should you choose to travel for personal reasons, in addition to violating State law, it is quite likely that PSNS & IMF will order you to self-quarantine upon your return, on your own leave, based upon the status of the location you visited.

Based on the changing nature of the pandemic and spread of the virus, personal travel beginning after March 30 might require self-quarantine when you return to the area. Based on DoD guidance, if you have future planned personal travel outside the country, you will be required to self-quarantine upon your return and use leave, advanced leave or leave without pay to complete your quarantine. Please discuss upcoming travel with your supervisor or manager.

As of March 31, all employees returning from personal travel or TDY to the locations listed below must self-quarantine for 14 days after their return.

1. All counties in New York, New Jersey and Connecticut.
2. The following Counties in California: Santa Clara, San Mateo, Alameda, San Francisco, Contra Costa and Los Angeles.
3. Wayne and Oakland Counties, Michigan (encompassing Detroit and suburbs).
4. Cook County, Illinois (encompassing Chicago).
5. Broward and Miami-Dade Counties, Florida (encompassing Miami and suburbs).
6. Suffolk, Middlesex, Norfolk and Essex Counties, Massachusetts (encompassing Boston and suburbs).

TIP RECERTIFICATION

In order to keep your TIP application active, you will need to recertify April 1-15. The only exception is the applications that have been suspended. If you do not have access to recertify due to being administrative leave or other leave, you can request that the supervisor on your application suspend your application. As a very last

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resort, you can request suspension by a reviewing official. The TIP Program Office continues to receive numerous inquiries regarding TIP eligibility requirements and program protocols during mandated administrative leave and maximum telework situations in response to COVID-19. First, and foremost, all TIP Reviewing Officials and Participants should adhere to their Command guidance and instructions moving forward. It is important that we all take the necessary precautions to maintain personal safety.

CNRNW RESOURCES

Fleet and Family Readiness (FFR) program is sharing daily tips for Navy families on food and nutrition, fun family resources, personal enrichment opportunities and news in their Navy Family Plan of the Day series that started March 30. Visit www.navylifepnw.com or find them on Facebook at www.facebook.com/WhidbeyFFR ; www.facebook.com/KitsapFFR; and www.facebook.com/EverettFFR. Another helpful and informative application is the MyNavy Family app. This application is the first tool by the U.S. Navy developed for Navy spouses and families that combines authoritative information from more than two dozen websites into a single, convenient application. Learn more & download the app here: www.applocker.navy.mil.