

**From:** Vigor Communications <[Communications@vigor.net](mailto:Communications@vigor.net)>

**Sent:** Monday, April 13, 2020 5:42 PM

**Subject:** Monday, April 13th: Vigor's COVID-19 Update - PLEASE READ - Important Information



*This employee communication will go out as needed to all Vigor employees. If you would like something included, simply respond to this email or get in touch with Caitlin Harrington. Information needs to be received by 3 pm day of if you need it in that day's email distribution.*

*Need a reminder on how to thoroughly wash your hands? [Check out this video.](#)*

*Access all employee updates and attachments on the [VigorNet COVID-19 page](#). Stay safe!*

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## **Respirator Cartridges**

P100 cartridges are in **short supply** at Vigor and we will most likely not receive a new supply for several months. We have been working with all our suppliers to obtain additional filters, but the inventory on the market is limited.

Because of this shortage, Vigor is working on shifting over entirely to forced-air type systems. We've started the process to get these systems, but they will not be fully available for use before we run out of filter cartridges.

In order to maintain critical operations we will be rationing the total number of P100 filters issued per day at all locations. This will hopefully allow us to bridge the gap until we receive the replacement respiratory protection - which should start arriving mid-week and throughout the next few weeks. At that point, we plan to be shifted over entirely to various types of forced-air respiratory protection. Some projects and tasks will still require P100 filters.

We will likely still use some half face respirators with filters. The forced-air systems will be replacements for when we require PPE for contaminants such as welding, burning, painting, etc. Even though their protection for work health is the same and in some cases better, their use is different (care, cleaning, maintenance, etc).

In the coming days, you may be asked to participate in training on guidelines for their use as we commence the use of this new equipment.

### **Here's what we need from our Production Supervisors:**

- Manage the allocation of the P100 cartridges so that we best support our overall work
- Ensure that the P100 cartridges and N95 masks are only being used where they are required
- Only plan to assign work in alignment with the respiratory protection we have available
- Prioritize work across projects in the order defined by the project leadership in each location
- Support the transition to air fed respirators
- Prepare for training and support to manage/clean the air feed respirators – we need a space, a procedure and dedicated resources
- All air feed respirators will be serialized to track use, care, check out, return and accountability

## **Update on Face Coverings**

Last week, we shared that soon it would be required that employees still working at Vigor facilities wear a face covering once we received enough material to provide one to everyone. We now have enough that everyone can obtain one face covering from their respective tool rooms or other locations:

- Clackamas: Steve Goodman handing out in Bay 3 | Travis Elrod handing out in Bay 5
- Harbor Island: Tool room by the safety office

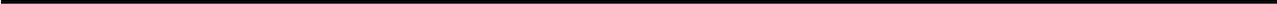
- Hawaii: Tool room at job site
- Ketchikan: Warehouse
- Port Angeles: Bob Kennedy and/or Edwin Prince handing out individually
- Swan Island: Tool room in Building 72
- Vancouver 33, 48: Greg Arnold handing out individually
- Vancouver 4400: Ryan Stiefbold handing out individually

There are two types available - a bandana or a basic painter's hood sock. Each employee will be allowed one. If it becomes damaged, return it to receive another (we expect additional shipments soon to issue each person a second one). Each person must clean their face covering daily in hot soapy water and ideally dry it in a dryer on high.

As indicated in [the CDC guidelines](#), these are NOT a replacement for social distancing and work protocols we've put in place throughout this crisis. They are an enhancement to mitigate spread of the virus. You may also wear other cloth face covering of your choice that you've made or purchased.

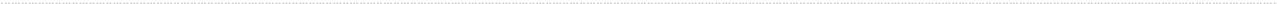
Social distancing information and face covering policy must still be adhered to – view the policy [here](#).

Thank you. As in all the other measures we are adopting, this protocol enhances safety both for employees and your coworkers.



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Washing your ha...