



## Executive Council

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**James Hart, President**

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**TO: Portland MTC President Pat Christenson  
Puget Sound MTC President Dave Jacobsen**

**FROM: President James Hart**

**SUBJECT: Oregon / Washington State Shelter in Place Orders**

**DATE: March 24, 2020**

Dear Council President,

Shelter in place orders have been implemented by the Governors of Washington State and Oregon. They are substantive documents that require compliance by all effected contractors and workers.

Please be advised that the workforces of the ship building and repair industries within the two states have been deemed part of the essential workforce by governors of both states and in the case of the employees of Vigor Industries, they additionally meet all standards as outlined in attached communication from the Office of Homeland Security in identifying and determining essential critical infrastructure workers during the COVID-19 response.

The qualifications and adherence by all signatory contractors and bargaining unit members with requirements governing essential employees in workforces represented by the council should be consistently scrutinized by council officers and representatives for compliance.

All metal trades workers employed in the respective states shipyards are urged to follow the directions contained within the shelter in place directives including adherence to social distancing and workplace restrictions as outlined in the attached orders. Contractors are responsible to provide trained supervision to monitor compliance of all essential employees, and identification necessary to brand them in the eyes of enforcement authorities as essential employees in compliance with the law and applicable orders. Please note that the department expects each employee to voluntarily learn and vigilantly adhere to all safety guidelines.

All Metal Trades Representatives are engaging with employers to ensure that they are providing bargaining unit members with comprehensive safety and prevention measures to defend against being afflicted from the COVID-19 Coronavirus.

Metal Trades Council Presidents are urged to work with their bargaining unit members and contractors to adhere to the following guidelines:

1. Office staff should have the ability to work from home. Metal Trades Council officials who are healthy and do not work with the tools should remain on site, performing representational duties and enforcing safety standards.
2. All worksites, plants and shipyards should provide running water and soap for frequent handwashing.
3. If access to soap and running water is not readily available, hand sanitizer should be provided.
4. If you're feeling sick, don't go to work.
5. If you go to work, wash your hands often using sanitizer that contains 60-95% alcohol.
6. Wash your hands before eating, after using the restroom and after coughing, sneezing or blowing your nose.
7. Avoid touching your eyes, nose, or mouth with unwashed hands.
8. Don't shake hands when greeting others.
9. Try to stay six feet away from others in gatherings which should not include more than ten participants in gatherings, meetings and training sessions.
10. Avoid all contact with sick people.

In addition, all council members and interested parties are urged to visit the department website at [www.metaltrades.org](http://www.metaltrades.org) for constant updates effecting safety and employment during this period of crisis as we combat against the cause and effects of the corona virus.

Should you have any questions, concerns or desire assistance in complying with this communication, please feel free to contact me at your convenience.

Thank you for your time and consideration!

**WORK SMART ... WORK SAFE .... GOD BLESS AMERICA!**