



ALASKA
Chadux
Network

PREVENT / RESPOND / PIONEER

COVID-19 Ready / Status Report

Plan Period

February 16, 2021 – March 16, 2021

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1. Incident Name:
ACN COVID- 19 Readiness Status

2. Plan Period (Date):
2/16/21 – 3/16/21
(Updates in red type)

INCIDENT STATUS
SUMMARY
ICS 209-A

3. Preparedness Section Summary:

Background

- Within the last month, some communities in Alaska have seen a decline with new COVID-19 cases. While new cases have declined across Alaska, there is still a high level of community transmission, particularly in Anchorage, and communities in Western Alaska.
- State identified “essential services” continue to provide updated plans to confirm availability of response services consistent with applicable C-19 safety protocols.
- ACN’s emergency oil spill response services remain ready to mobilize and ACN will continue to update this plan subject to on-going C-19 related health risks.

4. Modified Readiness

Posture Objectives

- Ensure the health and safety of ACN personnel consistent with evolving C-19 safety protocols.
- Maintain readiness posture with ACN staff and strategic vendors.
- Generate documentation that explains ACN’s readiness posture that can be shared with 3rd parties.

ACN

- Staff have maintained a “hunker” status based on the number of C-19 cases in Anchorage and the Anchorage Municipality Emergency Orders [\(EO-18\)](#) Specifically, “Individuals must avoid physically going to their workplace if it is possible to work remotely.”
 - The COVID-19 vaccine is voluntary for ACN employees and is strongly recommended to protect the health of the employee and their family, coworkers, and the community in which they live and work. All ACN protocols on the current COVID ICS-209 form will remain in place for both vaccinated and unvaccinated employees until such time as federal and state guidelines dictate that these practices are no longer necessary.
- Staff will provide daily support activities from home, but incident activation may require certain staff to assemble at the ACN office to mobilize and respond.
- ACN Response Operations
 - Response teams will work from home but are permitted to perform critical work in ACN facilities with management approval, and in conjunction with the attached safety protocols. Upon activation, the teams will initiate the response process (assess, plan, mobilize, support) as necessary subject to safety protocols.
 - Incident specific action plans will be developed and approved at President/CEO direction.
 - Daily Response operations will continue to focus on maintenance, exercises, planned projects, and Chadux response posture
 - Identified response teams will maintain self-monitoring and act as reserve force dependent on incident size and workscope.
 - All ACN staff are continuing to monitor and document health status. One active confirmed case has been reported within the company and the infection was determined non-work related. The company workforce protection plan has been initiated and all other members remain COVID-19 negative and fit for work.
- Vessel monitoring (24/7) and notifications continue as currently implemented per MXAK work safety protocols.
- Vessel monitoring center is providing information to vessels transiting Western Alaska and Prince William Sound COTP Zones regarding U.S. Coast Guard Marine Safety Information Bulletins [\[MSIB 02-20 \(change 6\)\]](#) regarding COVID-19.

Comments:

- All staff continue to work from home (started 1 Aug 2020). Limited ACN “hub visits” have been reinstated dependent on local protocols.
- Limited staff are permitted to work at the facility under management discretion for critical business functions as well as planned exercises.
- ACN All-hands briefing call- Monday at 0830; ACN Admin call Tue and Thu at 0830; ACN Ops/ Planning call Wed at 0900.
- ACN Plan / Ops will continue to perform critical maintenance tasks and provide status updates.
- All managers continue to communicate with their respective staff on a regular basis and share any issues or concerns with the President/CEO.
- ACN’s Workforce and Community Protective Plan was reviewed and certified to meet all State minimum requirements by the State of AK.

6. Special Issues: ACN staff will follow the facility site safety protocols if mobilized for an incident.

**** ANYONE EXPERIENCING VIRUS SYMPTOMS SHOULD STAY AT HOME, NOTIFY YOUR DIRECT SUPERVISOR AND FOLLOW RECOMMENDED REPORTING TO YOUR PERSONAL HEALTH CARE PROVIDER. ****

7. Special Resource Status / Issues – updated

SOA COVID Health Mandates [here](#)

USCG MSIB 11-20 (critical infrastructure) [here](#)

SOA C-19 Health Disaster Declaration [here](#)

SOA Vaccine Eligibility [here](#)

9. Attachments with clarifying information

C-19 Safety Protocols

Contact list in C-19 in SharePoint

Vendor status summary in SharePoint

9. Prepared by:

Paul Shuart: ACN HSE Supervisor 2/15/2021

Approved by:

Buddy Custard ACN President/CEO 2/15/2021

1. Incident Name:

ACN COVID 19 Safety Plan

**2. Operational Period:**

Date From: 2/16/21 – 3/16/21

(Updates in red type)**3. Safety Message/ Expanded Safety/ Response Plan:**

ACN response posture is outlined in the CAN COVID19 Readiness Plan and this C19 Safety Plan.

- **Day to day protocols**

- o Staff will maintain hygiene, social distancing, and cleaning practices as recommended by the CDC. Those protocols can be found [Here](#).
- o Staff will use online meeting / collaboration programs and conference calls to facilitate work and readiness posture.
- o All staff will monitor their health and annotate their findings on the attached Self-Monitoring Log and will notify their supervisor and health care provider if they exhibit any COVID related symptoms.
- o **As Alaska's COVID mandates remain, staff continue to minimize interactions with the public at large and wear a mask in public. The Anchorage Municipality Emergency Order (EO-13v3, 18) outlining this procedure can be found [Here](#).**
- o Staff continues to monitor travel restrictions. In some western AK regions additional protocols are required. Unalaska protocols can be found [Here](#).

Critical tasks that require entry into an ACN facilities must be approved by a member of management and facility entry protocols must be followed.

- **Incident assessment protocols:** Implemented when ACN is notified of an incident through its 24-hour incident reporting emergency number.

- o Operations manager will conduct incident assessment remotely with selected staff and RP/ agency reps.
- o Response options focus on minimizing risk of C-19 to ACN, vendor/ agency reps, & community members.
- o The decision to respond requires approval of the President/CEO, conferring with the RP, FOSC, SOSC & LOSC as appropriate.

- **Response protocols** *(these are suggested and subject to change on any particular incident/response)*

Maintain a current assessment of ACN's vendors and critical partners, vendor C19 mitigation measures, and vendor's ability to support operations.

- o Vetting responders:
 - All non-ACN personnel that may be used on the response must meet the requirements set out in attached vetting / assessment form, as well as the vendors' C19 safety and health protocols.
 - ACN will also ensure it can comply with any requirements imposed by vendors and local officials.
- o Mobilization protocols:
 - ACN personnel and compliant resource labor will mobilize to ChaduX facility per the facility site safety plan.
 - Unless otherwise directed by the ACN President/CEO, only a designated team, plus contracted responders as appropriate, will mobilize to the incident.
 - Prior to mobilization to site, all personnel will be screened per the attached questionnaire and by a medical provider, which includes medical screening at the airport in the Beacon screening area during the workday, conducted by a local testing center (Capstone), or by Fairweather at ACN facility after hours.
 - ACN protocols to protect staff and contractors will be incorporated into the incident specific site safety plan.
- o Field protocols:
 - When working at a remote site on an incident, all ACN personnel and contractors will minimize risk to local community members. Protocols employed will be integrated into the site safety plan.
 - ACN has acquired face masks for deployed employees and contract personnel.
 - ACN has determined that its C-19 protocols conform with SOA C-19 Mandates re: VOO operations.
- o Demobe/ Decon protocols:
 - All ACN personnel deployed to an incident will follow incident/ event specific guidelines on quarantine and testing following a response or exercise.
 - Any personnel exhibiting C-19 symptoms will notify ACN management immediately.
 - ACN will work with any incident specific response vendors / contractors to ensure they have appropriate post-incident C-19 protection protocols in place for their personnel.

SPECIAL INSTRUCTIONS:

Contact information for HSE special service providers is located on Coms List located in the COVID19 SharePoint folder.

- Beacon Occupational Safety and Health Services, Fairweather LLC, Capstone

4. Related documents attached:

Self-monitoring log Response Vetting Questionnaire ACN staff list C-19 Safety protocols

5. Prepared by: Name: Paul Shuart

Position/Title: HSE Supervisor

Date/Time: Feb 15, 2021

6. Reviewed by: J. Wright / M. Odum / M. Green



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Alaska Chadux Self-Monitoring Log

Name:

Log Start Date:

Position:

Day	Date	Social Distancing		Temp check #1 (>100.3)		Temp check #2 (>100.3)		COVID - 19 Symptoms		General Comments
		Yes	No	Yes	No	Yes	No	Yes	No	
1		Yes	No	Yes	No	Yes	No	Yes	No	
2		Yes	No	Yes	No	Yes	No	Yes	No	
3		Yes	No	Yes	No	Yes	No	Yes	No	
4		Yes	No	Yes	No	Yes	No	Yes	No	
5		Yes	No	Yes	No	Yes	No	Yes	No	
6		Yes	No	Yes	No	Yes	No	Yes	No	
7		Yes	No	Yes	No	Yes	No	Yes	No	
8		Yes	No	Yes	No	Yes	No	Yes	No	
9		Yes	No	Yes	No	Yes	No	Yes	No	
10		Yes	No	Yes	No	Yes	No	Yes	No	
11		Yes	No	Yes	No	Yes	No	Yes	No	
12		Yes	No	Yes	No	Yes	No	Yes	No	
13		Yes	No	Yes	No	Yes	No	Yes	No	
14		Yes	No	Yes	No	Yes	No	Yes	No	

Health Guidance while at home in quarantine:

- Take your temperature with a thermometer two times a day and monitor for fever. Also watch for cough or trouble breathing.
- If you get sick with fever (>100.3F), cough, or shortness of breath, (these are the symptoms of the Covid -19 virus) please call your health care provider.
- Do not take mass transportation during the time you are practicing social distancing and wear a cloth face covering when out in public.
- Avoid crowded places as much as possible and limit your activities in public or with persons outside your immediate family.
- Keep your distance from others (about 6 feet or 2 meters).
- Practice preventive measures – frequent handwashing, regular sanitizing of frequently touched surfaces, and avoiding contact with individuals who may be ill.
- Inform your supervisor immediately if your condition changes.

ACN:

Accepted by: _____

Date: _____

When complete, provide copy to ACN HSE Supervisor, and begin another log as directed by your Manager



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Alaska Chadux - Response Covid-19 Vetting Questionnaire

Name:

Date:

Company:

Incident Name:

Please answer the following questions and circle the correct response

1. Have you traveled out of the state of Alaska with in the last 14 days?	YES/ NO
2. Have you had contact with anyone with confirmed or suspected of COVID-19 in the last 14 days?	YES/ NO
3. Have you been following recommended guidelines to help prevent the spread of Covid-19? <ul style="list-style-type: none">• Social distancing (minimum of 6feet)• Minimizing social interactions outside of immediate family• Staying at home• Performing regular hygiene practices including washing your hands for a minimum of 20 seconds and disinfecting frequently used items such as doorknobs and cellphones	YES/ NO
4. Have you been told by a public health official that you may have been exposed to COVID-19?	YES/ NO
5. Are you currently experiencing any of the following symptoms? <ul style="list-style-type: none">• Fever• Sore throat• Difficulty breathing• Cough	YES/ NO
6. Do you have any known respiratory issues that may preclude you from wearing respiratory protection such as an N-95 mask?	YES/ NO

- ✓ If you answered yes 4 or 5, please contact your healthcare provider if symptoms are severe.
- ✓ Please do NOT visit a medical facility unless you are severely ill. Please call ahead and let any medical facility know why you are coming. Meanwhile, do not get close to anyone with a compromised immune system or other underlying condition.

Reviewers Name:

Date:

File completed form with ACN HSE Supervisor



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Staff TWIC Card Roster

Name	Expiration Date	TWIC Number
Custard, Buddy	2022 Apr 26	4820-502B-1253-01196853
Ellis, Chris	2022 Mar 31	4820-502B-1253-01428841
Eskilida, Jerith	2021 Dec 12	4820-502B-1253-02083228
Gabelein, Steven	2025 May 09	4820-502B-1253-03582296
Nelson, Cory	2022 Mar 24	4820-502B-1253-01433204
Odum, Matthew	2025 Jun 25	4820-502B-1253-03642835
Potter, Tommy	2024 Mar 19	4820-502B-1253-02953581
Powell, Dan	2021 Jun 09	4820-502B-1253-01939054
Shuart, Paul	2025 Sep 21	4820-502B-1253-00937509
Smith, Josiah	2021 Aug 04	4820-502B-1253-01954223



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Alaska Chadu C-19 Critical Business Protocol

1. Incident Name: COVID19 Safety Protocols (Critical Business)

2. Operational Period: Date From: 2/16/21 to 3/16/21

3. Safety Message/Expanded Safety/ Response Plan:

ACN current response posture is outlined in its COVID19 Ready/ Status Report and this C-19 Safety Protocol is in support of that Status Report. In conjunction with local, state, and federal mandates, the following protocols are in place for day-to-day operations and for business-critical operations that require facility visits.

- **Day-to-Day protocols**
 - ACN staff will work remotely from home and practice hygiene, distancing, and cleaning practices as recommended by the CDC. Those protocols can be found [here](#).
 - Staff will utilize online meeting programs and conference calls.
 - All staff will monitor health status and record on the attached Self-Monitoring log.
 - Any staff exhibiting C-19 symptoms will immediately notify their supervisor and health care provider.
- **Facility visitation protocols**
 - Critical business that requires entry into an ACN facility must have managerial approval.
 - Staff that are at a higher risk for illness are encouraged to not engage in critical business activities that require a visit to CAN facilities unless necessary.
 - The CDC criteria for “higher risk” can be found [here](#).
 - Facility visitation staff must be composed of the same individuals for the duration of that week.
 - Managers will ensure that the company personnel tracker is updated when their staff intends to be in the facility.
 - Employees “visiting” ACN facilities must continue to self-monitor for COVID symptoms (e.g., self-monitoring logs)
 - When staff is needed to enter ACN facilities to perform business critical functions, these protocols will be implemented:
 - A review of individual Self-Monitoring Logs will occur on a routine schedule. All staff will email their self-monitoring logs to the company safety officer once every two weeks.
 - Any staff exhibiting C-19 [symptoms](#) will immediately notify their supervisor and health care provider.
 - Staff will maintain social distancing if a delivery person arrives at the facility (e.g., FedEx, USPS.)
 - Sub-contractors are required to complete the COVID-19 questionnaire prior to entry into the facility.
 - Staff will maintain social distancing from other employees. Workstations will be a minimum of 6 feet away from each other.
 - Staff will wear cloth face coverings while in public and when social distancing may not be feasible at Chadu Network Anchorage facilities (Anchorage Muni order [EO-13V3](#))
 - Staff is highly encouraged to wear cloth face coverings while in the facility.
 - Staff will not go to areas of the facility that they do not need to.
 - Staff will not stay in the facility longer than they need to.
 - Staff will notify their respective manager upon start and completion of the workday if their manager is not present.
 - Staff will not use the kitchen areas and will decontaminate bathrooms if used, once finished.
 - Staff will practice good hygiene procedures regularly.
 - Decontamination of all touched items will be performed regularly, paying particular attention to commonly touched items (e.g., doorknobs, security keypads, chairs etc.) by department staff.

SPECIAL INSTRUCTIONS:

- If an employee is found to exhibit COVID [symptoms](#), a full decontamination of the facility will be initiated per the ACN decontamination protocol.
- Procedures and protocols may change due to compliance with state and federal mandates.

4. Related documents attached: _____ name _____ name

5. Prepared by: Name: Paul Shuart Position/Title: HSE Supervisor Date/Time: Feb 15, 2021

6. Reviewed by: J. Wright / M. Odum / M. Green