

C & R Enterprises Revised Plan for Rob Hough's  
Community/Workforce Protection Plan for St Paul Alaska

Contact Information and Location

- Rob Hough is the person going to St Paul and in Anchorage his phone number is 907-240-3473; while onsite in St Paul he uses a GCI phone and that phone number is 907-310-7511. His Anchorage phone number is forwarded to the GCI phone at the airport when leaving town. Cynthia Hough's phone number is 907-250-8903. Rob will be staying at the NOAA staff headquarters on St Paul and can be contacted there. Cynthia will be in Anchorage and can be contacted by phone or by email at candrhough@aol.com.

Screening of Personnel –

- Prior to leaving to go to work or leaving his house in Anchorage Rob takes his temperature and evaluates whether or not he has any symptoms of Covid19 and will continue to do so on St Paul Island.
- C&R Enterprises does not have any other employees other than Cynthia Hough and she is also performing these safe checks and following the same guidelines.
- As Rob does do service calls he is aware that there is a possibility that he may have been exposed while on site although he wears a mask at all times while working or in any other place other than his own vehicle or home.
- Rob is aware that he is older and therefore must carefully follow the CDC's recommended safe practices such as social distancing, wearing a mask, handwashing frequently and sanitizing the surfaces that he touches including his own vehicle.
- If Rob develops a temperature or exhibits any symptoms during his trip to St Paul, he will immediately notify the Unified Command in St Paul and will confine himself to the NOAA staff quarters for 14 days of quarantine.

Self-Quarantine of Arriving Workers –

- Rob will self-quarantine at the NOAA staff quarters while on St Paul Island except while working.
- Continue to stay away from friends, stay at where sleeping except when working and going to the store for groceries in our hometown of Anchorage.
- 48 to 72 hours prior to arrival in any of the communities that are flown into, a covid19 test with negative results would be provided. If he has any symptoms, he will not fly and would follow our doctor's medical advice on quarantining and making sure enough time elapses before another trip is scheduled after receiving another covid19 test.



## Protecting the Public While Onsite and Traveling to St Paul

- Rob would wear a mask from the point of arriving at the airport, during the flight and after arriving in Cold Bay and Dutch Harbor, during the fire inspections, and at all times in the community except when he is in his own room.
- While in transit to St Paul, because of the necessary overnight in Dutch Harbor, Rob will stay in a hotel there, either eat his own food or get takeout, wear a mask at all times outside of his room except when eating or by himself or with another tech that could be accompanying him from Chinook who will only be there upon approval of Chinook Fire Protection's guidelines and not exhibiting any symptoms and have had a negative Covid19 test
- Rob will continue to maintain physical distancing guidelines as much as practical and will avoid other people as much as possible in Cold Bay, Dutch Harbor and St Paul.
- Rob has arranged to rent a vehicle and will prepare his own food with food that he has brought with him to avoid going to the store and if necessary will have food stuffs delivered. Rob will remain apart from all others except for possibly Chinook Fire's tech who would be doing the fire sprinkler inspections. He will maintain social distance from him as much as practical.
- Rob will spray his sleeping quarters and car with disinfectant as he enters them and upon exiting them.
- Rob will not meet with friends in their homes, invite others to the NOAA facility and will maintain social distancing while working.

## Workplace Protective Measures

- Rob will take his temperature twice daily while in St Paul (morning and evening) and self-evaluate if he has developed any Covid19 symptoms and if he has he will stop doing any fire alarm inspections or repairs but will immediately go back to the NOAA staff quarters and self-quarantine there.
- Rob will always practice social distancing if possible.
- Rob has arranged to rent a vehicle and has also arranged with all of the facilities that he will be visiting to either pick up keys or to be let into the facility after hours with the exception of the Tribal Government Office and he will be doing that inspection at lunch and Rob Owens has already agreed to evacuate all of their employees from the building while he is doing the inspection.
- Rob will wear a mask before and during the fire inspections/repairs and will sanitize the devices that he has come into contact with upon his departure and will leave masks for the use of the personnel when they return to the building if requested by the Unified Command of St Paul.
- Rob will continue to practice handwashing before and after doing each fire alarm inspection.
- Rob will be using his own electronic devices and hand tools.
- Should Rob need to cough or sneeze it will be done into his elbow.



### Travel Plans and Procedures While Leaving St Paul

- Rob will wear a mask upon leaving the NOAA staff quarters and upon arrival at the St Paul Airport, while in transit to Dutch Harbor, while spending the night at the Grand Aleutian Hotel when in public, while in transit to the airport to Cold Bay, during his time in Cold Bay and on the flight on to Anchorage.
- After returning home to Anchorage if Rob develops any symptoms of covid19 at any time during the 14 days after his trip he will make sure that his primary care doctor is aware that he had made the trip with the stops and that all the proper authorities are notified including the Saint Paul Island Unified Command Team, the SCF clinic admin and medical director.

### Notification protocol for ill workers

- If rapid testing or PCR testing results are positive, notification will be provided to the State of Alaska through established procedures both prior to Rob's visit to St Paul, during his visit to St Paul and after his return to Anchorage after working in St Paul. If he has any reportable illnesses or injuries that are determined to meet the criteria that information will be entered in the OSHA 300A log.

### Procedures for Personnel who Become Ill

- Rob will be taking his temperature daily and will not go into any facilities and will not work if he has any symptoms but will isolate himself for 14 days in the NOAA Staff Quarters.
- Rob would immediately notify the Unified Command in St Paul and will confine himself to the NOAA staff quarters for 14 days of quarantine if symptomatic.
- Rob would seek to be retested at the Health Clinic in St Paul before returning to work and after his 14 day quarantine period and then will return to Anchorage as soon as his inspections are finished.
- Rob does have medivac insurance so that if he became symptomatic, he can be medvac'd off Island so that responsibility would not fall on St Paul's limited resources if he became critically ill.
- Rob would also be in contact with our family doctor at Medical Park Family Care in Anchorage and would follow all of his medical advice and guidelines.

### Continued Maintenance/Operation of Critical Infrastructure

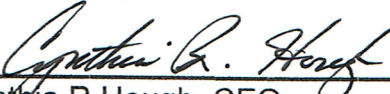
- If Rob tests positive for Covid19 prior to the planned trip to St Paul he will quarantine in Anchorage and wait for 14 days before retesting for Covid19 and upon negative results he will attempt to make the trip again.
- If Rob becomes critically ill and does not recover from Covid19 then C&R Enterprises arrange alternative means and methods to have the life safety systems

on Island recertified in a timely fashion by someone who has tested negative on the Covid19 test.

C&R Enterprise's desire is to avoid any transmission of Covid19 to St Paul or to any community either by air or on the road system in Alaska. We understand the importance of balancing the needs for critical infrastructure to be maintained in a timely manner and yet maintain the health of a community. Rob will be recertifying the fire alarm systems in St Paul as well as repairing known deficiencies.

We are endeavoring to follow the guidelines provided by the State of Alaska as well as those of one of our primary clients that we subcontract for, Vector Security, as they developed their Plan based on the guidelines from the CDC. Vector Security technicians and supply chain vendors have been designated as essential critical infrastructure workers per the Cybersecurity & Infrastructure Security Agency under the direction of the US Department of Homeland Security. We are attaching Vector's Pandemic guidelines that we have already been following.

Signed in Agreement with the Above Statements

  
Cynthia R Hough, CEO 10/16/20  
Date

  
Robert M Hough (Rob), Partner 10/16/20  
Date





## **Pandemic Best Practices and Protocol for Health & Safety~ COVID-19 Technical Service Partners and Subcontractors**

Rev. 3/13/2020

Our hope is that by now all our partners, and their technicians, have read through information from the CDC regarding Coronavirus and best practices to follow. As an added pre-caution we have copies attached to this email.. We are also including this link to OSHA with their recommendations: <https://www.osha.gov/SLTC/covid-19/controlprevention.html>

At Vector Security Networks (VSN), the safety and health of our employees, customers, and partners are a top priority and we believe being proactive and exercising an abundance of caution regarding the recent coronavirus outbreak is in the best interest of all involved. We ask for everyone's high level of attention, caution, and flexibility around the precautionary measures we are taking in response to this issue. We will continue to monitor this situation closely and we will adjust as needed in the best interest of keeping everyone safe.

Vector has been implementing several ways for individuals within our company to protect ourselves and those within our communities. Several of our customers have reached out to us asking what has been put in place with our technicians. We want to be able to reassure them that we, like them, are taking precautions.

### **Best Practices - Technical Service Partners and Subcontractors:**

1. Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
2. Cover your cough or sneeze with a tissue, then throw the tissue in the trash, or cough or sneeze into your elbow rather than your hands.
3. Avoid direct contact with people who are visibly sick or express they are sick or suffer from flu like symptoms.
4. If, upon arrival at the customer premises, the customer acknowledges that they are affected, then you must contact VSN immediately to have the work rescheduled.
5. On arrival to the job ask the customer if they have any Pandemic Plan procedures you need to follow.
6. During the visit, try to maintain a social distancing of 6 feet where possible.
7. Carry hand sanitizer in your vehicles and use after all personal interactions and after using gas pumps, touching door handles, handrails or other surfaces.
8. Use disinfectant wipes to wipe down your steering wheel, radio, tools and other surfaces you touch on a DAILY basis.
9. Also, make sure you are regularly cleaning your pens, cell phone and iPad etc.
10. Avoid touching your eyes, nose, and mouth with unwashed hands.
11. Use only your knuckle to touch light switches, elevator buttons etc.



**Your responsibility to IMMEDIATELY inform VSN of the following:**

- To report any travel your employees may have had within the last 14 days to impacted areas or outside of the US. The website link attached gives representation of graphic hotspots of the virus as a reference. <https://hgis.uw.edu/virus/>
- To report any diagnosis of COVID-19 from any of your employees, along with a history of customer sites they may have visited within the last two weeks.
- To report if you are experiencing any respiratory illness or have been diagnosed with COVID-19 since you will not be able to perform any work for VSN until you are symptom free for a period of 24 hours without the use of medicines. (e.g. aspirin, fever reducers and/or cough suppressants)
- To report if you have come into contact with anyone that has been exposed to the COVID-19, as you will not be permitted to perform any work at our customer locations for 14 days.
  - If during this 14 day isolation period you experience symptoms you will not be able to perform any work for VSN until you are symptom free for a period of 24 hours without the use of medicines. (e.g. aspirin, fever reducers and/or cough suppressants)
- To report if you have had any customers turn you away, location is closed or areas you normally service that is being placed in a state of isolation at this time.
- To report any other issues, you have come across that impact work being completed

We are asking you at this time to let us know what other safety measures you have put in place. Let us know so that we may share with all our partners.

We ask this so that we can make adjustments for when/how work will be completed in different areas throughout the United States.

**Who should I contact to report information or if I have questions?**

Please contact [tsp@vectorsecurity.com](mailto:tsp@vectorsecurity.com) to report any of the information outlined above or if you have any questions and/or information. Please note in the subject line CODIV-19 and your company name, city and state.