



GCI COMMUNITY/WORKFORCE PROTECTION PLAN

<p>PURPOSE</p>	<p>The purpose of this plan is to ensure the safety of our employees, contractors, and the health and well-being of all Alaskans and the continued operation of Essential Infrastructure, in compliance with State of Alaska COVID-19 Health Mandate, 10.1, International and Interstate Travel – Order for Self-Quarantine (“Health Mandate 10.1”) and Health Mandate 12, Intrastate Travel – Limiting Travel between communities to critical infrastructure or critical personal needs (“Health Mandate 12”).</p>
<p>SCOPE</p>	<p>The protection plan applies to:</p> <ul style="list-style-type: none"> • all GCI employees and contractors resident outside of Alaska whose duties require travel to Alaska from another state or international location (respectively, “GCI Non-Resident Employees” and “Non-Resident Contractors”) • all GCI employees who travel out of Alaska upon their return to Alaska (“GCI Returning Employees”) • all GCI employees who manage employees or contractors covered by this plan to enforce the requirements established herein (“GCI Managers”) • all GCI employees and contractors who have a need to undertake intrastate travel in the scope of their job duties, regardless of the mode of transportation (“GCI Travelers”).
<p>GCI NON-RESIDENT EMPLOYEES</p>	<ul style="list-style-type: none"> • GCI Non-Resident Employees are ONLY those employees assigned to oil field owner and/or operator customers. • GCI Non-Resident Employees must follow the requirements established by the customer managing their assigned site of work, including but not limited to, self-quarantine and daily health logs. • GCI Non-Resident Employees should not report to a GCI work location without prior consultation and approval of their GCI supervisor.
<p>NON-RESIDENT CONTRACTORS</p>	<ul style="list-style-type: none"> • An inventory of Non-Resident Contractors and travel schedules will be maintained by the GCI Project Management Office (“PMO”). Until further notice, arrangements for in-Alaska work to be performed by any Non-Resident Contractors must be approved by the GCI PMO.

- Non-Resident Contractor work is limited to outside fieldwork without requiring any visits to any GCI location.
- In-person engagement with Non-Resident Contractors is limited as follows:
 - As a general matter, in-person engagement within 14-days of arrival to Alaska with a Non-Resident Contractor is limited to GCI construction managers, who have a designated workspace that is designed to enforce social distancing, or to GCI employees or contractors who will (i) have no other in-person contact for the duration of their work with the Non-Resident Contractor; and (ii) have no other in-person contact for 14-days from the date of first contact with the Non-Resident Contractor.
 - To the extent any other in-person engagement with a Non-Resident Contractor is required, such engagements are limited to those Non-Resident Contractors who have self-quarantined in-state for 14-days prior to the in-person engagement and will be conducted in accordance with generally applicable social distancing and other hygiene directions.
- Prior to a Non-Resident Contractor reporting to the field upon arrival to Alaska, the assigned GCI program manager will conduct a health check as follows:
 - Have not been in contact with a confirmed COVID-19 patient within the last 14 days.
 - Do not have a cough.
 - Do not have shortness of breath or difficulty breathing.
 - Do not have at least two of these symptoms:
 - Fever
 - Chills
 - Repeated shaking with chills

	<ul style="list-style-type: none"> ○ Muscle pain ○ Headache ○ Sore throat ○ New loss of taste or smell ● Have not had a fever within 72 hours. <p>Such health checks, by GCI program managers and/or construction managers, will continue on a daily basis with Non-Resident Contractors. <i>If the answer is “yes” at any time, the Non-Resident Contractor is required to report immediately to their lodging for further guidance.</i></p>
<p>GCI RETURNING EMPLOYEES</p>	<p>GCI has banned all out of state travel and international travel for GCI employees, with the exception of mission critical travel that is approved by GCI senior leadership and completed in compliance with all health and safety protocols outlined in this plan.</p> <p>Unless deemed core to essential operations on-site, and social distancing is possible, if an employee travels to a location outside of Alaska, GCI will require the employee to work from home for a self-quarantine period of 14-days. Any determination under this provision shall be made by the employee’s department vice president.</p> <p>If a GCI Returning Employee is deemed core to essential operations on-site, and social distancing is possible, the health check protocol applicable to Non-Resident Contractors shall be applied to that employee for the first 14-days following their return to Alaska and in-person contact with the GCI Returning Employee shall be (i) limited to only those GCI employees engaged in such essential operations, and (ii) conducted in accordance with generally applicable social distancing and other hygiene directions.</p> <p>If the GCI Returning Employee travels into the state as a member of a flight crew on a GCI owned or operated aircraft, such employee shall self-quarantine for 14 days after return unless needed to work as flight crew on approved mission critical travel conducted in compliance with all health and safety protocols outlined in the Federal Aviation Administration’s Safety Alert for Operators (SAFO) 20009 and in this plan.</p>

SELF-QUARANTINE	Self-quarantine includes remaining in a designated location for the requisite quarantine period, with the exception of being able to leave only for medical emergencies or to seek medical care. If there are other individuals in the self-quarantine location, persons under self-quarantine are required to comply with social distancing guidelines.
GCI MANAGERS	<p>All out of state contractor needs must be coordinated in advance with the GCI PMO to ensure compliance with this protection plan.</p> <p>Any Non-Resident Contractor needs requiring activities outside of the scope of this plan require review and adjustment of the plan as necessary to ensure that its purpose is met.</p>
PROTECTING THE PUBLIC	<p>Every GCI employee and contractor must wear a cloth face covering or face mask while conducting any GCI work (including travel time) at:</p> <ul style="list-style-type: none"> • Any GCI owned or leased location or space, including business offices and technical facilities. • Any customer or third-party premises other than an employee or contractor’s own home. • Any public facility, location, or space, including outdoor spaces. <p>Employees must:</p> <ul style="list-style-type: none"> • Refrain from person-to-person contact, including shaking hands. • Maintain 6-foot social distancing from other individuals. • Wear personal protective equipment when provided. • Wash hands frequently or use hand sanitizer if available. • Not exchange iPads, phones, or other electronics with customers for signature, nor borrow pens or pencils or other objects. • Avoid touching communal objects like doorknobs. • Cover coughs and sneezes. • Regularly clean high-touch surfaces. • Do not shake hands.
TRAVEL PLANS AND PROCEDURES FOR INTRASTATE TRAVEL	GCI Travelers must submit a request and obtain approval for intrastate travel to GCI leadership. Intrastate travel is limited to those activities necessary for core network operations or the

delivery of community services. Items required in these requests include:

- Origin and destination communities
- Date and time of planned arrival in community
- Mode of transportation (including name of air carrier/charter company, if applicable)
- Description of the work to be undertaken in the community
- Duration of trip (including whether overnight lodging is required for travelers, even if such lodging will be in a GCI facility)
- Facilities the GCI Travelers will need access to while in the community

Prior to approving an intrastate travel request, all travel restrictions applicable in the destination community will be identified, and leadership in the destination community will be contacted for coordination.

All GCI Travelers will be subject to a health check and equipped with safety and sanitation equipment prior to departure. All standard protocols for protection of the public will be followed, together with any applicable local travel restrictions.

PROCEDURES FOR PERSONNEL WHO BECOME ILL

All employees and contractors are required to immediately leave their place of work if they develop any symptoms listed in the health check. Affected individuals must remain at home or in self-quarantine in their in-state place of residence until free of a fever for 72 hours, and free of all other symptoms for 24 hours.

If an employee or contractor tests positive for COVID-19, they must contact GCI Human Resources. If a supervisor hears of such, they must do the same. An email address and a phone number are maintained for these notifications and managed 24-hours a day, 7-days a week. HR will document travel and recent contacts of affected employees and contractors and notify relevant public health authorities.

If an employee or contractor tests positive for COVID-19 they must provide GCI Human Resources with a letter from a government health official or a doctor indicating that they are clear to return to work.

	<p>If a household member of an employee tests positive for COVID-19 and the GCI employee is working in a GCI facility, the GCI employee must self-quarantine for 14 days.</p>
<p>CONTINUED MAINTENANCE/OPERATION OF CRITICAL INFRASTRUCTURE</p>	<p>To the extent that continued maintenance and operation of critical infrastructure requires interstate or intrastate travel outside GCI-facilities, employees and contractors must follow the above protocols.</p> <p>Wherever possible, the ongoing maintenance of critical facilities is being conducted by local GCI personnel.</p> <p>GCI is engaged in proactive efforts to identify and document succession plans for all critical employees in the event of employee illness. Possible supply chain issues are actively monitored.</p>
<p>EFFECTIVE DATE:</p>	<p>March 25, 2020</p>
<p>UPDATED:</p>	<p>May 4, 2020</p>