Bath Iron Works
Response to COVID-19 Pandemic

FOCUSBING ON HEALTH AND SAFETY WHILE CONTINUING TO FULFILL OUR DUTY

Bath Iron Works (BIW) is concerned first and foremost with the health and safety of our committed workforce. We are proud to continue to fulfill our duty as part of America’s “critical infrastructure” network, as designated by the Departments of Defense and Homeland Security, but our ability to do so depends on supporting our employees with a safe workplace and empowering them to make the decisions they believe are best for themselves and their families.

We are doing everything we can to follow Centers for Disease Control and Prevention (CDC) guidelines as we work to continue to deliver on our critical infrastructure role. Every day we assess if additional measures are needed during these unprecedented times:

PERSONAL PRECAUTIONS

- To-date, BIW is aware of two confirmed COVID-19 cases among its workforce. The first case involved an employee who has since recovered and returned to work. The second was positively identified on April 2.
- BIW employees who have been exposed to a confirmed COVID-19 patient have been asked to go home and remain there for a 14-day self-monitoring period.
- BIW is asking that anyone experiencing symptoms consistent with COVID-19 consult their physician and follow their guidance as it relates to treatment and self-monitoring.
- The badges of any exposed individuals are being temporarily deactivated until they are cleared by BIW medical staff to return to work.

EMPLOYEE BENEFITS

- BIW is actively encouraging employees to take full use of the range of benefits and options available to them, including paid vacation and paid sick time to care for themselves and their families.
- BIW has added flexibility and increased access to existing benefits.
- BIW is also providing all employees with excused time off to address their personal and family needs in response to the pandemic.
- BIW will also continue to ensure its benefits support anyone who may have a confirmed or suspected exposure to the coronavirus.

PREVENTING EXPOSURE

- BIW has cancelled all business travel until further notice.
- Employees who travel on personal time out of state may be required to remain out of work and self-monitor for 14 days upon return.
- BIW has canceled all visitor access to facilities until further notice.
- Each essential vendor and contractor is being actively screened prior to admittance.
- Almost all in-person meetings have been replaced with video conferences and calls.
- Outside food truck services and individual food sales within work areas have been ended. BIW is now providing free box meals for employees on site during all shifts.
- Parking at remote lots which require shuttle bus transportation has been suspended. BIW has instead obtained temporary parking closer to the shipyard and is continuing to seek additional parking and transportation alternatives.
- Parking for outside van pool services and car pools has been suspended and BIW has implemented a one person per vehicle policy per executive order.
- All on-site work vehicles are only allowed to carry the driver.
- A Ride Waiting Area has been established for each BIW facility where an ill employee can safely wait for a ride home.
SOCIAL DISTANCING

- Flexible work hours and shifts have been implemented where feasible to reduce the number of employees on-site at any given time.
- BIW has installed numerous large commercial tents to provide more space for breaks.
- Key functional groups in the workplace have been physically separated.
- End-of-shift workflows and turnstile exit procedures have been modified to increase spacing.
- Social distancing, personal protection and cleaning procedures are emphasized at daily musters.
- Specific, written guidance has been provided on how to achieve physical distance between individuals in BIW’s manufacturing environment.
- All meeting rooms have been posted with guidance on the number of people the room can accommodate in order to maintain physical distance between attendees.

CLEANLINESS

- BIW has expanded protocols, increased supplies and broadened distribution of Personal Protective Equipment for all on-site personnel.
- BIW has increased and expanded the daily cleaning regimen for work areas and surfaces, including entry gates, turnstiles, door knobs, handles/push-bars, railings, time charging terminals and other high traffic areas.
- BIW has also increased the frequency of bathroom and lunchroom cleaning and disinfecting.
- Outside cleaning personnel have been engaged to supplement cleaning by BIW staff.
- Supplies of disinfectant sprays and wipes have been provided for all offices, work stations and within manufacturing areas.
- Supplies of hand sanitizers have been provided at all high-traffic areas.
- Portable bathrooms and free-standing hand washing stations have been added to augment existing rest rooms.

PREPAREDNESS

- Beginning in February, BIW formed the COVID-19 Task Force that meets twice daily to coordinate response efforts.
- BIW’s medical staff are following guidelines issued by the CDC and staying in close contact with local health systems and Maine CDC.
- On-site EMTs and Medical Department personnel are engaged in increased daily proactive measures and training.
- BIW has also increased protocols and supplies of Personal Protective Equipment for medical teams and workers, with supplies available at well-known distribution points, such as Tool Cribs.
- Specific virus-related response plans and leave procedures have been implemented.
- A written policy has been developed, along with supervisor training, for responding to an employee with symptoms consistent with COVID-19.
- BIW’s response policy guide is available for quick field reference in a BIW app that is deployed on all company-managed phones.

RESOURCES

- In conjunction with the BIW Fire Department, BIW has established a Walk-In Medical Information Center for employee evaluations and education, available on all shifts.
- A BIW Nurse Triage line is available to assist employees.
- A BIW Coronavirus Hotline with live response to employee questions has been established, with coverage on all shifts.
- A web-based information portal has been established with daily updates for employees and families.
- CDC posters with guidelines and additional information have been posted throughout BIW facilities.
- BIW has also increased internal communications to provide updates, education and resources to employees.


April 2, 2020