

# // Northwest Navy All Hands Message

Coronavirus (COVID-19)

Update 12: May 6, 2020

## STATUS UPDATE

---

Washington State (WA) and other Northwest municipalities have begun to look at reopening or restarting more activities in the coming weeks. Due to risks to our personnel and national-defense mission, the Navy's posture has not changed and we remain stabilized in our continued preventive COVID-19 measures. The Navy is continuing mission essential operations. While we are planning for a recovery phase, we are not yet resuming non-essential functions, such as Navy recreation program activities and events.

Washington and other states in the Northwest Region continue to see rising numbers of positive COVID-19 cases. WA DoH reported 15,594 cases and 862 deaths as of 4 p.m. on May 5 and the Dept. of the Navy reported 1,699 cases on Tuesday among military, civilians, family members and contractors. For the latest WA DoH situational report, visit [www.doh.wa.gov/emergencies/coronavirus](http://www.doh.wa.gov/emergencies/coronavirus), and for the Navy's latest report, visit <https://navylive.dodlive.mil/2020/03/15/u-s-navy-covid-19-updates/>.

Only after Navy leaders determine that the health situation has significantly improved and it is safe for personnel, we will proceed to gradually reopen in phases in coordination with state and local partners. There are many factors to consider before that happens. For now, we must stay focused and maintain the practices that have helped us be successful so far in preventing a spike in disease. This includes physical distancing, using face coverings, and medical screening.

Update #12 includes the following:

1. Protection of service members and families conducting household goods moves during COVID-19 stop movement.
2. Washington State stay home order extended to May 31; Some outdoor recreation open
3. Navy manning initiatives and interim policy for deployability evaluation, temporary limited duty and Disability Evaluation System processes
4. U.S. Office of Special Counsel Hatch Act Advisory for Teleworking Employees
5. Cyberattacks related to COVID-19 continue
6. Previously-directed measures still in place, including face coverings and physical distancing
7. Resources for Personnel and Families
8. CDC Practical Tips and Web links to reference sites

The health and well-being of our personnel and their families remain our top priority. Navy leaders continue to closely monitor the situation and make efforts to limit exposure to our Northwest Navy Family while ensuring mission requirements are met.

**1.** Effective May 1, in accordance with U.S. Transportation Command, Personal Property Division health protection protocols, the Navy implemented a process requiring transportation service providers (TSP, or moving companies) to provide a TSP certification of health protection protocols document to the military member before beginning work in the members residence. This certification ensures the TSP is adhering to Center for Disease Control's (CDC) guidelines, equipped with and wearing face coverings, prepared to clean surfaces touched after receiving service member permission, using the smallest crew required, adhering to physical distancing guidelines, and maintaining good hand-hygiene.

Naval Supply Systems Command (NAVSUP) Personal Property Processing Offices (PPPO) will conduct 100 percent quality assurance (QA) checks on all inbound and outbound household goods shipments. The PPO

will identify scheduled pickups and deliveries, and no later than the day prior, provide the service member with COVID-19 safety procedures and the PPPO point of contact. PPPOs will contact service members at least once during their move to ensure the TSP is following COVID-19 safety protocols and to conduct a QA check. Additionally, losing and gaining command will maintain contact with service members throughout the move process.

**2.** Washington State Governor recently announced that he is extending the “stay home” order until May 31. Navy personnel (military and civilian) remain exempted from these orders as they are considered critical infrastructure workers and are required to maintain national security. Some Navy jobs require a physical presence at work. Personnel unsure about their work status should discuss with their supervisor.

The Governor has also allowed some state parks to reopen for day-use and allowed some hunting, fishing and playing golf starting May 5. Any Northwest Navy Family member participating in any of these activities should continue to follow health protection measures such as physical distancing, not gathering in groups, wearing face coverings, cleaning hands thoroughly and frequently, and going right back home after completing the recreational activity. Find additional information from WA Dept. of Natural Resources and WA Dept. of Fish and Wildlife at [https://www.dnr.wa.gov/rec\\_open](https://www.dnr.wa.gov/rec_open) and <https://medium.com/@wdfw/frequently-asked-questions-reopening-state-lands-fishing-and-hunting-967a6726fe26>.

**3.** The Navy recently released some incentives that aim to mitigate the effects of COVID-19 and maintain operational, Sailor and family readiness. These include: extension of one-year High-Year Tenure waivers for Sailors willing to extend in critical billets; offering Selective Reenlistment Bonuses; offering Sea Duty Incentive Pay for Sailors in certain skills who are willing to extend at sea or return to sea early; and offering active duty opportunities for Sailors in the individual ready reserve and the Navy Reserve’s New Accession Training Program. More information about these manning incentives can be found in NAVADMIN 132/20 (<https://www.public.navy.mil/bupers-npc/reference/messages/Documents/NAVADMINS/NAV2020/NAV20132.txt>).

The Navy also recently released interim policy for deployability evaluation, temporary limited duty and Disability Evaluation System (DES) processes due to COVID-19. Medical readiness will be done through prioritization of medical assessments, delaying or extending assessments where possible, and using telehealth capabilities to the maximum extent possible. Prioritizing medical services during this pandemic means potential delays in certain types of care or assessments, which could lead to non-deployability retention determinations - additional periods of limited duty, administrative separation or referral to the DES. More information about this interim policy can be found in NAVADMIN 129/20 (<https://www.public.navy.mil/bupers-npc/reference/messages/Documents/NAVADMINS/NAV2020/NAV20129.txt>).

**4.** U.S. Office of Special Counsel released a Hatch Act Advisory reminding federal executive branch employees they are still prohibited from engaging in certain partisan political activities such as campaigning for a candidate or political party, even while teleworking. This advisory is intended to assist employees in understanding their continuing obligations during this election year. Specifically, the Advisory clarifies that a teleworking employee is still considered "on duty" when representing an agency and conducting work in an official capacity even if that work is done remotely.

The same on-duty rules apply to those participating in telephone or video conferences in an official capacity as they did when the meetings were in person. For example, employees should not wear a campaign shirt or have campaign materials visible in the background when participating in virtual meetings.

When on duty, employees should not use their social media account to post, like, comment or share anything in support of a specific candidate or political party when on duty, even if their social media account is private.

Employees wishing to engage in political activity by posting their views on social media or making political donations must ensure they are not on duty when engaging in such activities.

For more Hatch Act social media guidance, visit

<https://osc.gov/Documents/Hatch%20Act/Advisory%20Opinions/Federal/Social%20Media%20Guidance.pdf>.

The U.S. Navy issued Election Season Do's and Don'ts in March for Sailors and Navy civilians:

<https://navylive.dodlive.mil/2020/03/06/election-season-dos-and-donts/>.

Find the full Hatch Act Advisory for Teleworking Employees at

<https://osc.gov/Documents/Hatch%20Act/Advisory%20Opinions/Federal/Hatch%20Act%20Advisory%20for%20Teleworking%20Employees.pdf>.

Find Office of Special Counsel Hatch Act Frequently Asked Questions online at

<https://osc.gov/Services/Pages/HatchAct-FAQ.aspx>.

**5.** U.S. Dept. of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA) continues to monitor malicious cyberattacks related to COVID-19 across multiple platforms. CISA has seen an increase in cyber actors targeting individuals as well as organizations worldwide, with COVID-19-related scams and phishing campaigns, particularly those tied to healthcare and essential services.

Because of the pandemic and high number of people teleworking, good cyber hygiene has become increasingly crucial to remember. Helpful tips include: Using caution when opening email attachments from unknown senders; avoid clicking on links in unsolicited emails; not responding to email or phone message solicitations for personal or financial information; use caution when sharing online meeting links with others; and remember to make your passwords complex, regularly change them and don't store passwords in a place others can easily retrieve them.

Remember to use extreme caution any time you are online. For more tips, visit CISA's website at <https://www.us-cert.gov/ncas/tips>. Employees with questions should contact their command's cybersecurity/information technology representative.

Active duty military and civilian employees are encouraged to take advantage of the DoD Antivirus Software License Agreement Home Use Program. Home use of the antivirus products will protect personal PCs and potentially lessen the threat of malicious threats being introduced to the workplace and DoD networks. Information on how to activate your subscription can be found at the very end of this update or online at <https://patches.csd.disa.mil/Metadata.aspx?id=79775>.

**6.** In alignment with federal and state guidance, Northwest Navy Commands continue to implement the following health protection measures as previously directed until further notice. Northwest Navy personnel should continue to monitor installation Facebook pages for additional changes related to installation services or facilities such as food establishments, shops, child and youth programs or recreation centers.

- Region Legal Service Office Northwest (RLSO NW) made additional adjustments to their services to limit the possibility of spreading COVID 19 to customers/clients and office staff. RLSO NW legal assistance services are continuing as follows:

Until further notice, all legal assistance services (to include estate planning, family law, special powers of attorney, notaries etc.) are reserved for active duty servicemembers AND dependents of active duty servicemembers.

All legal assistance services will continue to be by appointment only. Appointments for active duty servicemembers and dependents of active duty servicemembers will be telephonic. Appointments will be scheduled once all required paperwork is received by the legal office.

To schedule an appointment or have the required paperwork sent please call the RLSO NW appointment lines: For Bremerton, call (360) 476-4275; For Bangor, call (360) 396-6003; For Everett, call (716) 712-

4677; For Whidbey Island, call (360) 257-2126

Required paperwork, including the Legal Assistance Intake Questionnaire and the Remote Services Disclosure and Acknowledgement can also be downloaded from [www.jag.navy.mil/legal\\_services/rlso/rlso\\_northwest.htm](http://www.jag.navy.mil/legal_services/rlso/rlso_northwest.htm).

- The Navy will follow travel restrictions in alignment with Secretary of Defense's extension of stop-movement order to June 30. All Dept. of Navy personnel, and their families, including active, reserve, and civilian personnel whose travel is government-funded will stop movement, both internationally and domestically. With some exceptions, this stop movement applies to all official travel, including but not limited to, temporary duty (TDY) travel; government-funded leave travel; permanent duty travel, including Permanent Change of Station (PCS) travel; and travel related to Authorized and Ordered Departures issued by the Department of State. To learn more about the order and to see the exceptions to this order, view the ALNAV message dated April 21, 2020: <https://www.public.navy.mil/bupers-npc/reference/messages/Documents/ALNAVS/ALN2020/ALN20044.txt>
- Dept. of Defense (DoD) aims to minimize the number of non-essential persons visiting DoD ID card offices. Some sites are only allowing appointments and increasing the time between customers to support physical distancing measures. DoD has also implemented measures to enable personnel who are unable to or are waiting on an appointment to renew their DoD ID card to continue temporarily using an expired card for physical and logical access to facilities and benefits through Sept. 30, 2020. More information can be found at <https://www.cac.mil/Coronavirus/>. Scroll to the bottom of that page under News & Updates for specific directions to verify eligibility and renew credentials, as well as find points of contact if you have problems with this process.
  - Common Access Cards (CAC) or Volunteer Logical Access Credentials (VoLAC) that expired on or after April 16, 2020, and are within 30 days of expiration, may have the certificates updated using ID Card Office Online to allow for continued use through Sept. 30, 2020. Such cards are also authorized for continued use to facilitate access to benefits through Sept. 30 if the cardholder's benefits eligibility is unchanged.
  - Uniformed Services ID (USID) cards that expired on or after Jan. 1, 2020, can be authorized for continued benefit use through Sept. 30, 2020, if the cardholder's affiliation did not change.
  - These measures will enable personnel who are unable or waiting on an appointment to renew their CAC/VoLAC/USID to continue temporarily using an expired card for physical and logical access to facilities and benefits through Sept. 30, 2020.
  - Find the nearest ID card issuing facility can be found by visiting <http://www.dmdc.osd.mil/rsl/>. Appointments can be scheduled using the RAPIDS Appointment Scheduler at <https://rapids-appointments.dmdc.osd.mil>.
- In alignment CDC recommendations, all individuals on DoD property, installations and facilities are required to wear cloth face coverings when unable to maintain at least six feet of physical distance. Persons wearing face coverings must still follow physical distancing guidelines as much as possible. Personnel will need to lower their face covering if directed by security personnel to verify identification. Navy Exchanges and Commissaries require all customers and workers wear face coverings in the stores. The Navy is working on producing face coverings for military personnel, but until those are produced, personnel are authorized to wear medical or construction type masks, or other hand-made cloth coverings using bandanas, scarfs, or other fabric materials. Face coverings need to be conservative in appearance and not offensive, as well as meet the following CDC guidance:
  - ✓ Fit snugly, but comfortably, against the side of the face.
  - ✓ Be from nose to chin. Full-face coverings (like ski masks) are not authorized.

- ✓ Be secured with ties or ear loops.
- ✓ Preferably include multiple layers of fabric if material is cloth.
- ✓ Allow for breathing without restriction.
- ✓ If reusable, be able to be laundered and machine dried without damage or change to its shape.

Information on how to produce face coverings at home can be found on the CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>.

- All Navy personnel – whether at home or at work – should continuously self-evaluate their health for signs of illness. Commands continue to conduct enhanced medical screening at certain checkpoints, including use of the approved screening questionnaire.
- Installations adjusted operations at visitor control centers (VCC) to include the use of electronic means to the maximum extent possible to grant installation access and discontinued waiting room use when physical distancing cannot be maintained. If necessary, VCC staff will direct customers to wait in a secondary holding area until called. VCC staff will also continue using a COVID-19 health questionnaire to screen personnel seeking access to the installation.
- Installations continue to use no-touch ID scanning at all entry control points. Personnel are required to present both sides of their ID/credential for screening by a guard.
- NRNW and Installations continue reviewing frequency of janitorial services at certain facilities and stand ready to increase in a scalable manner or arrange for deep-cleaning of any affected facilities in the event of a confirmed COVID-19 case.
- Navy Commands have implemented alternative work schedules and contingency procedures to maintain operational readiness but slow the spread of COVID-19. These plans include options such as teleworking from home. Servicemembers, civilians and contractors should follow the directions given by their supervisors for their respective commands/organizations.
- Installations have canceled/postponed events and closed certain facilities such as gyms, base theaters, recreation centers and chapels. Dine-in restaurants and bars on base are closed, and other food establishments are only open for carry-out and/or drive-through.

## 7. Resources for Personnel and their families include:

- Navy childcare providers and staff will provide support to service members and military families as long as they are able to. For specific details, please contact your local Child and Youth Program representative.
- Navy Region Northwest Fleet and Family Readiness (FFR) program is sharing daily tips for Navy families on food and nutrition, fun family resources, personal enrichment opportunities and news in their Navy Family Plan of the Day series that can be found on their Facebook pages: [www.facebook.com/WhidbeyFFR](http://www.facebook.com/WhidbeyFFR); [www.facebook.com/KitsapFFR](http://www.facebook.com/KitsapFFR); and [www.facebook.com/EverettFFR](http://www.facebook.com/EverettFFR). FFR Program also has a list of audio and video podcasts available for Navy families looking for support and resources covering a variety of topics ranging from stress and anger management to how to prepare for transition to civilian life after the Navy. The podcasts are available online at [www.navylifepnw.com/podcasts](http://www.navylifepnw.com/podcasts) and can be downloaded at any time.
- The updated MyNavy Family App provides additional information and resources for Sailors and families. Learn more & download the app at [www.applocker.navy.mil](http://www.applocker.navy.mil).
- All Navy personnel should always make sure their information is accurate in the Navy Family Accountability and Assessment System (NFAAS). Visit the NFAAS site to review and update or validate information: <https://navyfamily.navy.mil>.

- Military medical treatment facilities are doing their best to implement physical distancing measures while also addressing patients' care needs. Those who are able to use virtual means can connect with their provider remotely through tools like the MHS GENESIS patient portal, which can be found at <https://myaccess.dmdc.osd.mil/identitymanagement/authenticate.do?execution=e1s1>.
- The Military Health System (MHS) Nurse Advice Line (NAL) has been receiving a much larger call volume and wait times tend to be lengthy. They are working on reducing waiting times as best they can. Please continue to call if you are exposed or have symptoms, but you may also view Tricare's frequently asked questions: <https://www.tricare.mil/HealthWellness/HealthyLiving/Coronavirus/Coronavirus-FAQs>.
- The Families First Coronavirus Response Act (FFCRA) was signed into law and with it comes adjustments that Navy civilian personnel should be aware of. This includes the Emergency Paid Sick Leave Act (EPSLA, Division E of the FFCRA) and Emergency Family and Medical Leave Expansion Act (Expanded EFMLA, Division C of the FFCRA).
  - EPSLA provides federal civil service employees up to 80 hours of emergency paid sick leave in specified circumstances related to COVID-19. This paid sick leave is in addition to any other paid leave entitlements and is available for use between April 1 and Dec. 31, 2020.
  - Expanded EFMLA allows certain eligible employees to take up to 12 weeks of expanded emergency family and medical leave between April 1 and Dec. 31, 2020. Employees could qualify for expanded EMFLA if they were unable to work or telework because they are caring for their child/children whose school or daycare is closed or childcare is unavailable for reasons related to COVID-19.

There are exceptions to both EPSLA and Expanded EMFLA, which can be found on the Office of Personnel Management website at <https://www.opm.gov/policy-data-oversight/covid-19/opm-fact-sheet-federal-employee-coverage-under-the-leave-provisions-of-the-families-first-coronavirus-response-act-ffcra.pdf>. The Department of Labor also posted additional information and guidance on the two acts, which can be found at: <https://www.dol.gov/agencies/whd/pandemic>.

Navy leadership and our Navy medical professionals will continue to monitor the situation. As the situation progresses, NRNW may implement additional measures as needed in alignment with Dept. of Defense guidance and in coordination with state and local partners should there be an increase in risk to the Fleet, Fighter and Family.

## PRACTICAL TIPS

---

There are simple things the CDC recommends people do to reduce risk of infection and prevent the spread of COVID-19, which are similar to routine flu and other upper respiratory illness prevention measures.

- **Clean** your hands – Use soap and water for 20 seconds; use hand sanitizer with minimum 60% alcohol.
- **Cover** your cough or sneeze – Use your arm or tissue. Immediately throw used tissue in the trash.
- **Confine** yourself at home when sick until advised by your healthcare provider.
- **Crowd** avoidance – Use discretion when traveling to impacted areas, urban areas, or large gatherings.

Avoid touching your eyes, nose, and mouth with unwashed hands; avoid close contact with others; and regularly clean and disinfect frequently-touched objects and surfaces.

## INFORMATION RESOURCES

---

- CDC COVID-19 situational information: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- CDC How to Wear and Make Cloth Face Coverings: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>.

- CDC tips for work and home: <https://www.cdc.gov/nonpharmaceutical-interventions>
- CDC cleaning & disinfecting recommendations: <https://www.cdc.gov/coronavirus/2019-ncov/community/home/cleaning-disinfection.html>
- Military Health System: <http://health.mil>
- Tricare Nurse Advice Line: 1-800-TRICARE (874-2273) or [www.mhsnurseadvice.com](http://www.mhsnurseadvice.com)
- Tricare Coronavirus FAQs: [www.tricare.mil/HealthWellness/HealthyLiving/Coronavirus/Coronavirus-FAQs](http://www.tricare.mil/HealthWellness/HealthyLiving/Coronavirus/Coronavirus-FAQs)
- Washington State Dept. of Health COVID-19 site: <https://www.doh.wa.gov/Emergencies/Coronavirus>
- Washington State Department of Health novel coronavirus call center: 1-800-525-0127 and press #

## **NAVY REGION NORTHWEST EMPLOYEES**

Washington State continues to follow a “stay home, stay healthy” policy. We have been aligned with the state throughout this crisis and will continue to do so. In the executive order, our military and civilian workforce is exempted traveling to and from work and may continue to support the mission. Essentially, our work continues with the same safety restrictions we previously implemented. Please continue with your same actions including teleworking when possible or returning directly home from work and maintaining physical distancing. Please discuss with your supervisor if you need clarification on your work situation.

Personnel required to physically report to work are to conduct self-screening using the questionnaire below and report to their supervisor prior to entering the base and reporting to work. Employees working from home are asked to also continue to monitor their own health for any signs of illness and keep their supervisor informed if their status changes. If you are sick, you should stay home, try to distance from others in your household as best you can, and contact your health care provider as needed.

## **INSTALLATIONS AND COMMANDS**

Northwest Navy Installations and Commands will continue to communicate additional, specific guidance and efforts with their people through their respective communication channels.

## **FUTURE UPDATES**

Monitor news resources and public health updates regularly to stay informed. Navy Region Northwest will continue to provide weekly (or more frequently as needed) Navy-specific updates for the Navy family at <https://www.cnic.navy.mil/regions/cnrnw/om/COVID-19.html>

This Northwest Navy information “hub” will include status updates, handy information flyers for printing and posting like the example to the right, and links to additional information and resources from our public health partners.

ENCLOSURE: UPDATED USFF/NAVNORTH COVID-19 SCREENING QUESTIONNAIRE



**CUSFF/NAVNORTH COVID-19 Screening Questionnaire**  
(V2020.04.18)

1. IN THE PAST 24 HOURS, have you had any of the following symptoms? YES    NO
- a. Fever
  - b. Cough (not due to allergies)
  - c. Sore Throat
  - d. Shortness of Breath
  - e. Loss of smell or taste

If "YES", LEAVE/DO NOT ENTER the workplace, GS inform supervisor, CTR inform employer, uniformed personnel inform chain of command, put on a clean mask or cloth face covering and contact/report to your medical provider (call ahead to inform them of your pending arrival). Follow CDC Guidance.<sup>1</sup> \*Entry denied

2. Have you TRAVELED INTERNATIONALLY in the past 14 days? YES    NO

If "YES", LEAVE/DO NOT ENTER the workplace. Uniformed personnel: Complete 14 days of ROM.<sup>2</sup> \*Entry denied  
GS/contractor: DO NOT ENTER workplace for 14 days and inform supervisor/employer.<sup>2</sup> Follow CDC Guidance.<sup>3</sup> \*Entry denied

3. Have you TRAVELED DOMESTICALLY (U.S.) outside of your authorized local travel radius in the past 14 days? YES    NO

If "YES", LEAVE/DO NOT ENTER the workplace. Uniformed personnel/GS/contractor: DO NOT ENTER workplace and contact supervisor/employer for additional guidance.<sup>2</sup>  
Refer to NMCPHC assessment of state/county specific risk (CAC required).<sup>4</sup>

4. Have you had CLOSE PERSONAL CONTACT, with anyone who has been diagnosed with COVID-19 in the past 14 days? (per criteria below) YES    NO
- a. Within 6 feet for prolonged period of time
  - b. In direct contact with infectious secretions (been coughed/sneezed upon, etc.)

If "YES", LEAVE/DO NOT ENTER the workplace. Put on a clean mask or cloth face covering and contact/report to your medical provider (call ahead to inform them of your pending arrival) for quarantine determination. \*Entry denied

5. TEMPERATURE CHECK (due to close proximity, screeners should wear cloth face covering or other mask as available):

- a. If temperature is less than 100°F (37.8°C), allow access. Screening is complete.
- b. If temperature is equal to or higher than 100°F (37.8°C), LEAVE/DO NOT ENTER the workplace, GS inform supervisor, CTR inform employer, uniformed personnel inform chain of command, put a clean mask on when one is available, and contact/report to your medical provider (call ahead to inform them of your pending arrival). Follow CDC Guidance.<sup>1</sup> \*Entry denied

ROM: Restriction of Movement

<sup>1</sup> <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

<sup>2</sup> OSD Memo Force Health Protection Guidance Supplemental 8 (13 Apr20)

<sup>3</sup> <https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>

<sup>4</sup> <https://esportal.med.navy.mil/sites/nmcphc/pps/COVID19/COVID19%20State%20Surveillance%20Medical%20Intel.pdf>