

// Northwest Navy All Hands Message

Coronavirus (COVID-19)

Update 21: July 7, 2020

STATUS UPDATE

While Washington State (WA) and other Northwest municipalities continue systematically restarting some activities and reopening certain business and recreation facilities, the region remains in a COVID-19 environment. WA Dept. of Health reported 36,985 cases and 1,370 deaths as of 11:59 p.m. on July 5 and the Dept. of the Navy reported 1,298 confirmed active cases July 1 among military, civilians, family members and contractors. For the latest WA DoH situational report, visit 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/>.

New positive COVID-19 cases continue to rise in some areas within the Northwest Region, so Navy personnel must maintain practices that reduce risks of spreading the virus. Even as things may stabilize or improve in certain locations, everyone must stay focused on continuing mission essential operations and maintaining the practices that have helped the Navy be successful so far in preventing a spike in disease. This includes physical distancing, using face coverings, good hygiene, medical screening and regular cleaning and disinfecting of frequently-touched surfaces.

Navy Region Northwest began the reconstitution of certain non-mission critical services and facilities on June 16. Northwest Navy Installation Commanding Officers continue assessing their local operating environment, address concerns, and open services and facilities as conditions allow. Northwest Navy Commands continue to take a conditions-based, phased approach in day-to-day operations to ensure the health and safety of Sailors, civilians and contractors and their families. Northwest Navy Family members should monitor installation websites and social media pages for the latest base-specific updates on services and activities.

Some of the Navy's measures may remain more stringent than those in neighboring communities. It is essential that all personnel take personal responsibility to continue limiting the spread of the disease. Asymptomatic spread is a reality and one misstep opens an opportunity for another attack from the virus. All personnel must remain vigilant in executing force health protection guidance and hold ourselves - and each other - accountable for our actions.

Update #21 includes the following:

1. Secretary of Defense exempts military service members leave from travel restrictions
2. Navy authorized Assignment Incentive Pay
3. Navy Leaders' Handbook available as leadership COVID guide
4. Northwest Navy Installations Continue Reconstitution of Services, Reopening Facilities
5. Health Protection Measures & Behaviors Remaining in Place
6. CDC Practical Tips and Web links to reference sites

1. The Secretary of Defense (SECDEF) signed a memo June 29 exempting Dept. of Defense (DoD) service members from the COVID-19 travel restrictions for authorized leave. The Navy's rules for implementation came in NAVADMIN 189/20 on July 2.

Approval authority for leave outside of the local area will be determined by the Echelon 2 commander. Delegation of that authority cannot be lower than the unit commanding officer, officer-in-charge or equivalent - Branch Head, Division Director, etc. All other guidance for transitioning from a stop movement to a conditions-based phased approach to personnel movement and travel, remains in place.

Service members should not travel if they have a fever or display other COVID-19 symptoms or they had been in close contact with someone who tested positive for COVID-19 within the past 14 days. All DoD personnel are required to comply with any federal, state and local protective measures and restrictions while in a leave status. Commands must comply with all other current travel restrictions that remain in effect.

Read SECDEF's memo here:

<https://www.whs.mil/Portals/75/Coronavirus/EXEMPT%20AUTHORIZED%20LEAVE%20FOR%20DOD%20SERVICE%20MEMBERS%20FROM%20COVID-19%20PERSONNEL%20MOVEMENT%20TRAVEL%20RESTRICTIONS%20OSD006164-20%20RES%20FINAL.pdf?ver=2020-06-30-085342-830>

Read NAVADMIN 189/20 here: <https://www.public.navy.mil/bupers-npc/reference/messages/Documents/NAVADMINS/NAV2020/NAV20189.txt>

All Northwest-based Navy commands and personnel should use the Navy Region Northwest Travel Planner tool to help them make informed decisions for leave, liberty or other travel within Washington State. The tool is updated weekly and can be found online at <https://www.cnrc.navy.mil/regions/cnrnw/om/COVID-19.html>.

The COVID-19 pandemic remains ongoing and all personnel need to be mindful of the situation in their communities and continue minimizing non-essential travel. The tool displays the increase in confirmed positive COVID-19 cases in each county over the last seven days and highlights areas of increased health risk.

For travel planning outside of Washington State, all personnel should utilize the Dept. of the Navy's COVID-19 Travel Tracker on the MyNavy Portal at <https://www.mnp.navy.mil/group/don-covid-19-travel-tracker>. Another good resource is the Centers for Disease Control and Prevention webpage that provides a map displaying data on positive cases and deaths by county, which can be found at <https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/county-map.html>.

It is important that all personnel work with their chain of command to assess travel advisories and approval based on this dynamic situation.

2. The Navy has authorized Assignment Incentive Pay (AIP) for Sailors extended at certain commands due to COVID-19 transfer delays.

On June 12, the Navy announced the conditions-based, phased plan for Permanent Change of Station (PCS) moves. A vital part of the plan is prioritizing sea duty and critical shore billets, such as Recruit Division Commanders duty at Recruit Training Command in Great Lakes. As a result, Sailors at these types of duty may be involuntarily extended.

Involuntary extensions beyond six months will only occur under the most unusual circumstances. The Navy's standard rotation window allows for Sailors to be transferred up to six-months before their scheduled rotation date as well as to be held in place for an additional six months, if necessary.

According to two separate Department of the Navy memos, Recruit Division Commanders and Sailors on sea duty are eligible to be paid AIP at the rate of \$500 per month for each month they are held at their current

command beyond the six-month threshold. Sailors should work with their chain of command as well as their detailer to determine if this program will apply to them.

Assignment Incentive Pay is just one tool available to the Navy to keep key billets filled. Still in effect is NAVADMIN 132/20 released on May 5, which offers both high-year tenure waivers as well as Sea Duty Incentive pay to Sailors in specific skills willing to extend at sea or return to sea early. The deadline to apply for these programs is Sept. 30.

Volunteering to extend could net Sailors a lump-sum payment in return for their extension or curtailment, the amount can vary based on rating and paygrade. Those Sailors interested in volunteering for SDIP should contact their detailer. This includes those in SDIP-eligible skills currently scheduled to separate or retire who are willing to delay their departure by 6-12 months are eligible for SDIP as well.

Ordinarily, such requests require applying 14-16 months before their projected rotation date; however, this timeline may be waived on a case-by-case basis. The latest list of eligible ratings and paygrades, updated May 5, can be found at <https://www.mnp.navy.mil/group/pay-and-benefits>.

More information on the AIP program is available at <https://www.mnp.navy.mil/group/assignment-leave-travel/resources-and-links>. Those interested in the high-year tenure waivers and Sea Duty Incentive Pay can get details from NAVADMIN 132/20.

3. Navy leadership recently published a COVID-19 Leaders' Handbook containing current Navy guidance on COVID mitigation measures and procedures as a reference for leaders throughout the fleet. The handbook acts as a quick guide for leaders both ashore and at sea to educate their teams on the threat COVID poses to the Navy and give them key information on prevention and mitigation procedures.

The handbook includes information on how COVID spreads, and promotes Public Health Mitigation Measures like self-monitoring and reporting, physical distancing, washing hands frequently, and wearing masks to prevent the spread of the disease that have been proven as effective tools in fighting the virus.

The handbook also covers protocols for containment in the event that there is an outbreak in addition to outlining the process of conducting methodical contact tracing to identify service members who may have been in close proximity to a COVID-positive Sailor.

To view and download the US Navy COVID-19 Leaders' Handbook, click here <https://allhands.navy.mil/The-Way-Forward/US-Navy-COVID-19-Leaders-Handbook>.

4. Northwest Navy installations continue phased reconstitution of services and facilities following approval from U.S. Fleet Forces Command June 16. Installations are restoring services with appropriate mitigations. Adjustments will be done at each Installation Commanding Officer's discretion so each installation can begin to reconstitute certain services while ensuring the safety and health of personnel. Adjustments made to health protection condition levels are conditions-based and not time-based, so each installation may adjust their measures slightly differently depending on their unique situation.

Some of the changes personnel may expect to see region-wide include:

- Morale, Welfare and Recreation Programs, Food Services, Navy Getaway Lodging, Navy Gateway Inns and Suites, and Fleet and Family Service Centers will begin providing limited services.
- Religious programs and chapels may begin offering limited services. Regular and crisis counseling remain available through virtual means and one-on-one crisis counseling available as necessary.
- Barber shops and hair salons are authorized to open with mitigations. Patrons are strongly encouraged to contact the barber shop or salon regarding service hours and mitigations.

- Navy personnel – military and civilian – are authorized to utilize off-installation fitness centers, restaurants, barber shops and salons, personal and professional services as long as they follow the recommended public health and safety measures we have been practicing such as wearing face coverings. Personnel should exercise caution to minimize risk to themselves and the greater Navy Family.

Installations will be announcing specific reconstitution actions and changes as they begin to reopen certain facilities and re-start certain non-mission critical services. Personnel should continue to monitor Northwest Navy installations' social media pages and/or websites to learn the most up-to-date base-specific changes.

Naval Air Station Whidbey Island:

Facebook page: <https://www.facebook.com/NASWhidbeyIsland/>

Website: https://www.cnic.navy.mil/regions/cnrnw/installations/nas_whidbey_island/about/faqs.html

NavyLife NAS Whidbey Island Facebook page: <https://www.facebook.com/WhidbeyFFR/>

Naval Base Kitsap:

Facebook page: <https://www.facebook.com/kitsapnavy/>

NavyLife Naval Base Kitsap Facebook page: <https://www.facebook.com/KitsapFFR/>

Naval Station Everett:

Facebook page: <https://www.facebook.com/NavalStationEverett/>

NavyLife Naval Station Everett Facebook page: <https://www.facebook.com/EverettFFR/>

Navy Region Northwest Fleet and Family Readiness Program:

Website: <https://www.navylifepnw.com/>

Personnel unsure of how these changes will affect their work schedule or duty location and procedures should contact their supervisor and work through their chain of command for clarification.

5. Although installations are beginning to reopen certain facilities and services in alignment with Dept. of Defense and Dept. of Navy guidance, the region and nation are still operating in a COVID-19 environment. Northwest Navy commands and personnel will continue to practice the following health protection measures:

- Personnel must maintain physical distancing of at least six feet and gatherings will be limited to no more than 10 people. Commands are encouraged to continue using virtual meeting options instead of in-person meetings when possible.
- Personnel must wear cloth face coverings on base when physical distancing is not possible.
 - 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>.

- Personnel and commands must maintain strict good hygiene measures such as refraining from handshaking, regularly and thoroughly washing hands, and regular cleaning and disinfecting of frequently touched surfaces.
- Personnel should continue minimizing non-essential travel.
- Commands should continue conducting enhanced medical screening for all operational units and headquarters buildings.
- Commands should continue coordinating with contractors, vendors and delivery services to ensure their personnel are properly screened and do not perform services while sick or symptomatic.
- Personnel should continue to stay home if they are feeling ill, self-isolate as best possible and notify their supervisor. Personnel requiring medical attention should call their medical care provider. Commands should ensure personnel exposed to or diagnosed with COVID-19 are isolated or quarantined in accordance with CDC and Dept. of Defense guidance.
- Commands should continue maximizing telework options where practicable.
- 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.
- Installation visitor control centers (VCC) continue screening all personnel seeking installation access using the most current COVID-19 health questionnaire, which can be found at the bottom of this update. VCCs continue 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.
- Navy Exchanges and Commissaries will continue to implement procedures to promote physical distancing within stores and require face coverings for employees and patrons.

PRACTICAL TIPS

There are simple things the CDC recommends people continue to do to reduce risk of infection and prevent the spread of COVID-19. These include:

- Wash your hands often with soap and water for 20 seconds; use sanitizer containing at least 60% alcohol.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Avoid close contact with sick people; maintain physical distance of at least 6 feet outside of your home.
- Do not gather in groups and do not go out in public if you are sick, unless seeking medical attention.
- Cover coughs and sneezes, and discard used tissues in the trash and wash your hands immediately after.
- Cover your mouth and nose with a cloth face covering when around others.
- Clean and disinfect frequently touched surfaces at least daily.

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.mhsnurseadviceline.com
- Tricare Coronavirus FAQs: 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 #
- Naval Air Station Whidbey Island Facebook page and website:
<https://www.facebook.com/NASWhidbeyIsland/>
https://www.cnrc.navy.mil/regions/cnrnw/installations/nas_whidbey_island/about/faqs.html
NavyLife NAS Whidbey Island Facebook page: <https://www.facebook.com/WhidbeyFFR/>
- Naval Base Kitsap Facebook page: <https://www.facebook.com/kitsapnavy/>
NavyLife Naval Base Kitsap Facebook page: <https://www.facebook.com/KitsapFFR/>
- Naval Station Everett Facebook page: <https://www.facebook.com/NavalStationEverett/>
NavyLife Naval Station Everett Facebook page: <https://www.facebook.com/EverettFFR/>
- Navy Region Northwest Fleet and Family Readiness Program: <https://www.navylifepnw.com/>

NAVY REGION NORTHWEST EMPLOYEES

Our work continues with health and safety protective measures in place. Unless you are told otherwise by your supervisor, please continue with your same actions including teleworking when possible or returning directly home from work and maintaining physical distancing and wearing of face coverings. 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.cnrc.navy.mil/regions/cnrnw/om/COVID-19.html>

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

ENCLOSURE: UPDATED NAVY REGION NORTHWEST COVID-19 SCREENING QUESTIONNAIRE

Self-screening process

CNRNW COVID-19 Screening Questionnaire (version 2020.07.01)

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. Uniformed/GS/Contractor personnel contact supervisor/employer, 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/OSD Guidance. *Entry denied

2. Have you had **CLOSE PERSONAL CONTACT**, with anyone who has been diagnosed with COVID-19 in the past 14 days? (per criteria below)
- a. Within 6 feet for prolonged period of time (> 15 minutes) YES NO
 - b. In direct contact with infectious secretions (been coughed/sneezed upon, etc.)

IF "YES", LEAVE/DO NOT ENTER the workplace. Uniformed/GS/Contractor personnel contact supervisor/employer, 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). Quarantine may be required. *Entry denied

3. Have you traveled to or had close contact with anyone who traveled to areas identified with **high infection rates**¹ in the past 14 days? (>50 cases / 100K population over last 7 days) YES NO

IF "YES", uniformed/GS/Contractor personnel contact supervisor/employer and follow CDC/OSD Guidance. ROM may be required.

4. TEMPERATURE CHECK. Is temperature above 100°F (37.8°C)? (due to close proximity, screeners should wear mask or cloth face covering as directed): YES NO

If No, screening complete. Access granted.

IF "YES", LEAVE/DO NOT ENTER the workplace. Uniformed/GS/Contractor personnel contact supervisor/employer, put a clean mask or cloth face covering and contact/report to your medical provider (call ahead to inform them of your pending arrival). Quarantine/ROM may be required. *Entry denied

¹The following websites provide guidance for determining risk associated with travel. VCC personnel will utilize the ~~DoN~~ Travel Tracker factors 1 and 2 to determine whether access ~~should be granted.~~

~~DoN~~ Travel Tracker:

<https://www.mnp.navy.mil/group/don-covid-19-travel-tracker>

NRNW Travel Planner:

<https://www.cnrc.navy.mil/regions/cnrnw/om/COVID-19.html>

DHS Early Indicators Daily State and County Status:

<https://esportal.med.navy.mil/sites/NH8rem/CS/PopHealth/MISC/NPH/PUBHLTH/PHAP/COVID-19/RTG/SitePages/Home.aspx>

CDC County Map:

<https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/country-map.html>