

GENERAL DYNAMICS

NASSCO

Inter-Department Memo

DATE: September 24, 2021
TO: Distribution
SUBJECT: COVID-19 Reminder for Employees: Face Coverings Required for Indoor Areas
FROM: NASSCO Human Resources

As we continue to navigate through challenging times we must remain diligent in following all safety protocols and guidelines to reduce the risk of exposure to COVID-19. That being said, there have been numerous reports of employees using non-approved face coverings, wearing face masks incorrectly or not wearing them at all.

Supervisors are responsible for enforcing proper face covering protocol in all indoor areas and while working onboard ships. Maintaining a safe workplace means addressing improper mask wearing immediately and advising employees on the acceptable face covering options available to them.

| UNACCEPTABLE FACE COVERINGS | | |
|-----------------------------|-------------------------|--------------|
| Gators | Scarfs | Face Shields |
| Ski Masks | Balaclavas | Sock Hoods |
| Bandanas | Any Single Layer Fabric | |

Again, face coverings must be worn while onboard ships, in interior spaces of buildings, office trailers, blocks, or vehicles. The approved N95/KN95 masks are available at any NASSCO tool room in the shipyard should an employee require one. Employees can also choose to wear surgical masks or those made of reusable fabric material of at least two layers.

These safety initiatives are in place for your protection and that of your team. As with any other safety regulation, "if you see something, say something." Please do your part in keeping the NASSCO family safe.

We thank everyone for their effort in keeping your fellow shipbuilders safe and to minimize the spread of COVID-19. It is important we remain steadfast in our commitments to all the protective measures in place at NASSCO facilities.

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