

## NAVAL INFORMATION WARFARE SYSTEMS COMMAND

# NAVWAR Command Operations Recovery Plan COVID-19 Emergency Response Team

6 May 2020

Presented to:  
NAVWAR

Presented by:  
NAVWAR Corporate Operations



# High Level View

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- ▼ Propose deliberate, phased reconstitution driven by:
  1. NAVNORTH Direction to Phase V: Transition
  2. HPCON Level
  3. Relaxing of State/Regional directives
- ▼ Aligned with WH guidelines for “Opening Up America Again”
- ▼ Priority is to protect the workforce while executing mission
  - Reintegration of workforce based on risk and other circumstances
- ▼ Flexibility is key:
  - Individual NAVWAR locations may deviate based on local conditions
  - May evolve or re-escalate with direction from NAVNORTH/USFFC and HPCON levels
- ▼ Need to define the “new” normal



# Workforce Groups

## Return to Workplace will be based on risk

### Most Personnel

- ▼ Personnel under age 65 and in good health
- ▼ Return per the NAVWAR Recovery Plan

### Dependent Caregivers

- ▼ Caretakers of children or elderly individuals that would otherwise be in school or daycare.
- ▼ Option to return to workplace when local schools and daycares are opened

### Living with Health Workers

- ▼ Cohabiting with a health care worker with increased potential exposure to C19
- ▼ Option to return to workplace based on NAVNORTH Direction and HPCON Level

### High Risk Personnel\*

- ▼ People aged 65 years and older
- ▼ People of all ages with underlying medical conditions, particularly if not well controlled, including people with:
  - Chronic lung disease or moderate to severe asthma
  - Serious heart conditions
  - Immunocompromised (cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications.
  - Severe obesity (body mass index [BMI] of 40 or higher)
  - Diabetes
  - Chronic kidney disease undergoing dialysis
- ▼ Others as defined by CDC
- ▼ Option to return to workplace based on NAVNORTH Direction and HPCON Level

\*Defined by CDC; Self-Identified



# Guidelines for All Phases

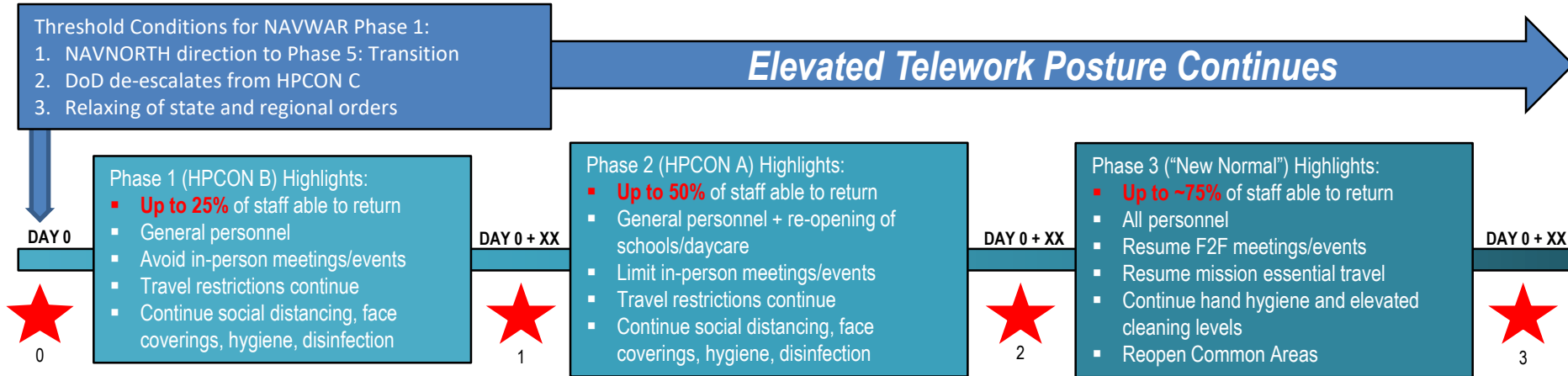
## NAVWAR Personnel:

- ▼ Continue to Practice Good Hygiene
  - Frequently wash hands with soap & water or use hand sanitizer
  - Avoid touching face
  - Practice good sneeze/cough protocol
  - Disinfect personal workspace and frequently used items and surfaces
  - Personnel should bring hand sanitizer and cleaning supplies for personal use.
  - Use face coverings if social distancing is not possible (Phases 1 & 2)
- ▼ Daily self-assessments
  - If you feel sick – do NOT go to the workplace
  - Contact Supervisor
  - Contact your medical provider (if necessary)

## NAVWAR:

- ▼ Develop/Implement policies regarding:
  - Telework
  - Social distancing
  - Face coverings
  - Personnel screening
  - Contact tracing
  - Cleaning supplies in common areas
  - Disinfect common high traffic areas
  - Business travel
- ▼ Apply “Return to Work” Guidance before allowing C19 symptomatic employees to return to workplace

# Overview: C19 Three Phase Recovery Strategy



## Prerequisite Actions - Prior to Phase 1

### Facility/Safety Checklist:

- Deploy cleaning/sanitation products to common and high traffic areas
- Implement social distancing and face covering rules
- Set occupancy limits, face covering and cleaning rules for SIPRs, SCIFs & Conference rooms
- Deploy safety, health and cleaning signage
- Wipe down of common areas
  - PEO C4I: Started on 1 May
  - HQ: Starts on 11 May

### Communications Checklist:

- Continue robust communications:
  - Public website and hotline for workforce information
  - On-site electronic signage to inform
  - NAVWAR News Stand
  - COVID-19 Update emails
  - Command Corner emails
- IT: Coordinate procurement of cameras, headsets and microphones (support of CVR/O365) with CIO

# Phase 1

Threshold Criteria: NAVNORTH to Phase V: Transition

Additional Criteria: HPCON B, Lifting of State/Region Stay-at-Home Orders

## Employees Eligible to Return

- ❑ \*Personnel that work full time in SIPR & SCIF Spaces
- ❑ \*"Pandemic Essential" positions: Safety, Security, Facilities, Cyber Security; Business Continuity tasks that cannot be executed via telework
- ❑ General personnel may return on a rotating basis **managed by supervisors and CORs** (~25% in any space)
- ❑ Others may continue max telework

\*Currently eligible to return

## Workplace Requirements

- ❑ Limited personnel in workspaces; managed at ~25% by supervisors to meet mission as well as safety of the workforce
- ❑ Maintain elevated telework posture
- ❑ Continue restriction on F2F meetings; max use of MS Teams
- ❑ Continue social distancing; use of face coverings where not possible
- ❑ Stage hand sanitizer/cleaning wipes at main entrances
- ❑ Common areas remain closed – excluding restrooms
- ❑ Continue strict travel limitations

## Possible Threshold Criteria: HPCON A

### Employees Eligible to Return

- \*Personnel that work full time in SIPR & SCIF Spaces
- \*"Pandemic Essential" positions: Safety, Security, Facilities, Cyber Security; Business Continuity tasks that cannot be executed via telework
- General personnel may return on a rotating basis **managed by supervisors and CORs** (~50% in any space)
- Others may continue max telework

\*Currently eligible to return

### Workplace Requirements

- Limited personnel in workspaces; managed at ~50% by supervisors to meet mission as well as safety of the workforce
- Maintain elevated telework posture
- Minimize F2F meetings, max use of MS Teams and other collaboration tools
- Continue social distancing; use of face coverings where not possible
- Stage hand sanitizer/cleaning wipes at main entrances
- Common areas remain limited– excluding restrooms
- Some level of travel restrictions continue

## Possible Threshold Criteria: Setting the “New Normal”

### Employees Eligible to Return

- All personnel are eligible to return

### Workplace Requirements

- New normal\* operations
- Resume F2F meetings (where required)
- Continue to stage hand sanitizer/cleaning wipes at main entrances and common areas
- Common areas reopened
- Resume mission essential business travel (where required)

\*need to define the new normal





# What is our “New Normal”?

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- ▼ Reduce number of people in NAVWAR spaces
  - Increase telework for civilian and contractor personnel
  - Assessing contracts to move support contractors offsite
  - Implement space modifications where required to support social distancing and protect the workforce
- ▼ Increase number and types of tools to enable a more mobile & secure workforce (Examples: O365, CVR)
- ▼ It is no longer acceptable to come to work sick
  - Continue daily self-assessments
  - If not feeling well, stay home (LS or TS)
- ▼ Enhanced Cleaning
  - Costs are going to increase due to increased scope on janitorial contract
  - Make cleaning wipes available in common areas
  - Personnel responsible for cleaning personal workspace



# Summary

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- ▼ Preparing now to execute Phase 1 upon NAVNORTH direction
- ▼ Priority is to protect the workforce while executing the mission
- ▼ Flexibility in adjusting the plan is essential' things will change
- ▼ Need to continue to define the new normal

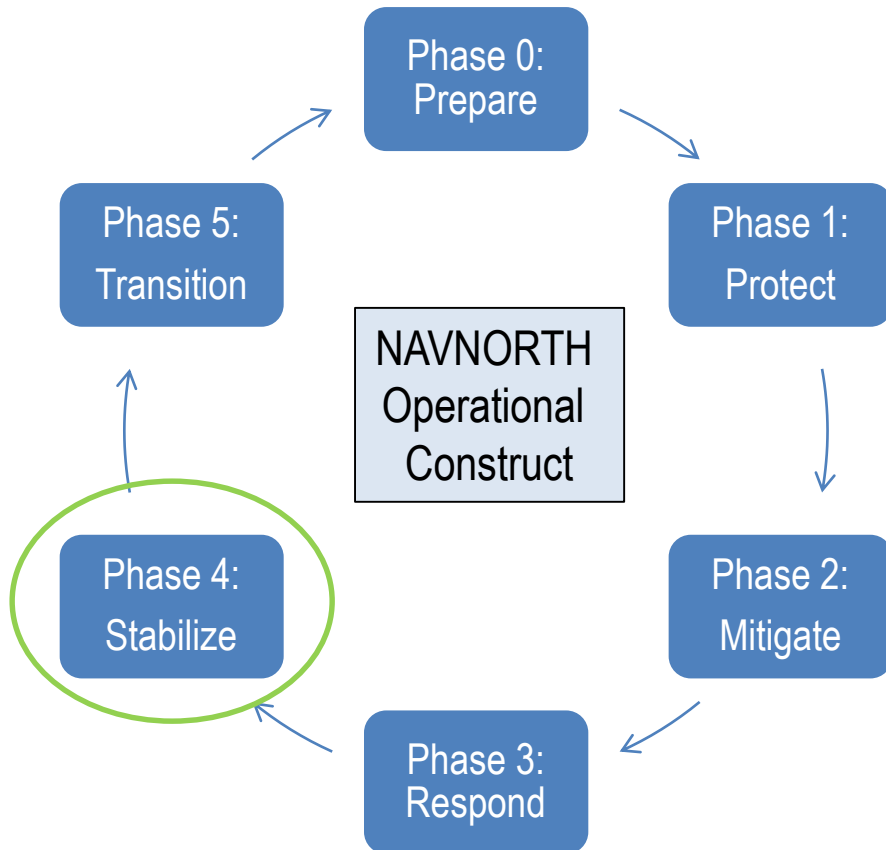


# Backup Slides

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# NAVNORTH Operational Construct and HPCON Levels



## HEALTH PROTECTION MEASURES

Situation	HPCON	Example Health Protection Measures
Normal Baseline	0	Routine: Standard precautions such as routine hand washing, cough on sleeve, diet, exercise, vaccinations, education, stockpiling, planning, routine health alerts, etc.
Report of unusual health risk or disease	A	Limited: Health Alert, communicate risk and symptoms, review plans, verify preparation: training, stocks, posture, prepare to diagnose, isolate, and report new cases
Outbreak or heightened exposure risk	B	Moderate: Strict hygiene (no handshaking, wipe common use items); if exposed, self-isolate (wear mask or remain home); avoid contaminated water/food or risk area; vector control
High morbidity epidemic or contamination	C	Substantial: Social distance (limit meetings, socials, TDYs); shelter in-place indoors; or, if directed, don respirators; mass distribution of medical countermeasures, if applicable
High mortality epidemic or containment	D	Severe: Restrict movement (quarantine), mass evacuation, mass decontamination, subsist on secure food/water sources



# COVID Emergency Response Team

Position	HQ	PEO C4I & S	PEO EIS	NIWC LANT	NIWC PAC
Lead	Jakob McLean	CAPT Dahlke	A Atkinson	Chuck Kramer	Mimi Rosado
HR	Francesca Ramos	N/A	N/A		Angela Hanson
Facilities	Jude Gronenthal	N/A	N/A		Mary Anne Flanagan
Safety	Faith Logg	N/A	N/A		John Boehme
PAO	Janet Dahle	N/A	N/A		Jim Fallin
Legal	Pat Zengel	N/A	N/A		Eric Flores/Ana Smith
Contract	Marty Richards	N/A	N/A		Sharon Pritchard/ Todd McKamey