



**Newport News
Shipbuilding**

March 19, 2020

Dear Shipbuilders,

Many of you have asked if we have a confirmed case of Coronavirus (COVID-19) in our shipyard. As the largest industrial employer in Virginia, and because COVID-19 is contagious like the flu, we are actively preparing for the inevitability that one of our employees, vendors or Navy Sailors will test positive at some point. **At this time, NNS has not been notified of any confirmed cases of COVID-19 for employees or our resident partners (Navy sailors, SUPSHIP and contractors).**

We are in daily contact with the Virginia and North Carolina Department of Health to ensure we have current information. When an individual tests positive, the Department of Health leads the response and will directly communicate with individuals who had close personal contact with the diagnosed individual. NNS will support the Department of Health in their efforts.

I want you to know that the Department of Health will not disclose the name of a diagnosed individual to NNS. It is important to remember that personal health information is protected information under privacy laws. Even if an employee were to disclose his or her results to NNS, we cannot release the name of any person who tests positive for COVID-19. It is my expectation that we all adhere to this, and I expect you to be respectful and not share someone else's name or personal health information if you learn of a confirmed diagnosis.

Importantly, if you are ordered by a local Health Department or licensed medical professional to quarantine because you have been exposed to someone diagnosed with COVID-19, follow their quarantine guidance. Please remember that the company will bridge the gap between the time an employee feels ill and qualifies (or doesn't qualify) for short-term disability (COVID-19 Leave) so an employee does not have to use paid time off or dock time. More details can be found on our [Pay and Benefits Guidance](#) fact sheet.

Additionally, if you have been exposed to someone diagnosed with COVID-19 and have been ordered by a local Health Department or licensed medical professional to quarantine for 14 days, you should notify your supervisor and provide documentation. The company will make arrangements for you to work from home if possible. If working from home is not possible, the company will pay you for the period of quarantine.

We have a crisis management team working on short-term and long-term strategies to keep our employees and our facility safe, and I will continue to communicate that information as decisions are made. Please continue to visit nns.huntingtoningalls.com/411 for new information and guidance. Thank you for your patience, professionalism and kindness during this unprecedented situation.

We're all in this together. Let's all do our part.

Jennifer Boykin
President
Newport News Shipbuilding

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