



DEPARTMENT OF THE NAVY

**PUGET SOUND NAVAL SHIPYARD
AND INTERMEDIATE MAINTENANCE FACILITY
1400 FARRAGUT AVENUE STOP 2090
BREMERTON WASHINGTON 98314-2090**

IN REPLY REFER TO:

4200
Ser 440/283
17 APR 20

MEMORANDUM

From: Chief of the Contracting Office, Puget Sound Naval Shipyard and Intermediate Maintenance Facility

To: Contractors Performing Under N4523A Awarded Contracts

SUBJECT: MANDATORY FACE MASK USE

Effective April 20, 2020, all individuals working at Naval Base Kitsap, Bremerton and Bangor, Naval Station Everett, the Puget Sound Naval Shipyard and Intermediate Maintenance Facility (PSNS&IMF) Detachments in San Diego and Yokosuka Japan, are required to wear facemasks regardless of social (physical) distancing. Beginning April 23, 2020, personnel not wearing a mask at entire points will be denied access. PSNS & IMF is taking this important step to protect personnel from Coronavirus Disease 2019.

Security checkpoints may require the lowering of face covers to verify identification. If an employee forgets a mask, screeners will ask them to retrieve it from their car or have a friend bring it to them. It's recommended that employees keep a spare facemask in their backpack or lunchbox. If a person is on PSNS & IMF property, personnel will hold each other accountable for wearing masks. This is too important for employees to ignore.

The following face mask rules apply:

- The mask cannot cover your entire face.
- The mask cannot be a Halloween mask or ski mask.
- You must lower or remove the mask as you pass through entry control points.
- Facemasks are not to be used as a substitute for other required personal protective equipment. Do not use during industrial work that requires a NIOSH-approved respirator.

Please contact me if you have problems that impede your ability to perform this mission essential contract.

D C CROW
Chief of the Contracting Office

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