

Alaska Air Transit (AAT), based at 2150 East 5th Ave, Anchorage, is an air taxi company that provides essential services to communities and remote industrial sites throughout the State of Alaska. AAT is defined as an “Essential Business” per the Alaska Essential Services and Critical Workforce Infrastructure Order, Amended April 10, 2020.

AAT’s COVID-19 Risk Mitigation Plan (“the Plan”) is designed to comply with all local and state Health Mandates and specifically Alaska Health Order No. 8 and Municipality of Anchorage Emergency Order EO-13-V3, addressing intrastate travel and mandatory masking. It will be updated as required by the State of Alaska, or in accordance with the recommendations of recognized medical authorities, such as the CDC.

The pillars of AAT’s COVID-19 risk mitigation plan are masking, screening, social distancing, sanitation, and microbial barriers. Specific plan elements are detailed below:

A. Contact Information and Location

1. Daniel Owen (907-276-5422) is the AAT's Owner/ operator, and is the COVID-19 Risk Mitigation Plan Manager. His office number is (907) 276-5422.
2. The Plan Manager is responsible for development, execution, and updating AAT’s COVID-19 Risk Mitigation Plan.

B. Screening of Personnel

1. All employees shall don face masks prior to entering AAT premises at the beginning of each workday, then self-screen without delay. They shall self-certify their screened status daily on a designated personnel roster.
2. Employees self-screen by taking their own temperature with a company provided thermometer, and verifying negative answers to written screening questions regarding respiratory health symptoms, recent travel, and possible exposure to infected persons.
3. Employees whose temperature exceeds 100.4°F, or who answer in the affirmative to any of the screening questions shall maintain social distance while immediately exiting AAT’s office spaces. Once outside, the employee shall notify the most senior available AAT Manager. After verifying the failed screening results, the employee will be directed to seek medical attention. An employee

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who has failed screening shall not return to work until they have been symptom free for 14 days, or until they have been cleared by an appropriate medical authority.

C. Self-Quarantine

1. Employees: All AAT employees reside in Alaska, and do not routinely commute to work from out of state. AAT rarely conducts charter flights that leave the state. However, any AAT employee who has returned from a trip outside the State of Alaska must comply with State of Alaska testing and self-quarantine guidelines.
2. Household members of employees: There are two options if a household member of an AAT employee returns from a trip outside the State of Alaska:
 - (a) the employee must maintain social distance and not reside with their household member until the household member completes compliance with State of Alaska COVID-19 testing self-quarantine guidelines, or
 - (b) the employee may request to remain away from the workplace for the duration of their household members self-quarantine pending COVID-19 test results.

D. Protecting the Public

1. As an Air Carrier AAT has the potential to carry coronavirus to rural communities and remote work sites that would be seriously impacted by the presence of COVID-19. Therefore, AAT has a special responsibility to do as much as it can to prevent the spread of the disease to any remote location.
2. Employees: Pilot and ground crew have been instructed and are encouraged to keep themselves safe by following appropriate social distancing and other CDC guidance while not on duty.
3. Passengers: All departing passengers will be screened prior to flight. Screening will be conducted by either a designated AAT employee, or by a medical services provider that has been hired by an AAT customer company to screen their employees prior to travel.
 1. The screener checks all departing passengers' temperatures with a company provided thermometer, and asks screening questions about respiratory health symptoms, recent travel, and possible exposure to infected persons. The screener shall indicate each passenger's screening

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status on the flight manifest. Similar to TSA security practices, unscreened people are not allowed in the passenger waiting areas.

2. Passengers who fail screening will not be allowed into the premises or onto an aircraft. The screener will suggest that the person seek medical attention, and shall notify AAT's COVID-19 Risk Mitigation Plan Manager of the failed screening.
3. Passengers must wear face masks anytime while inside of an AAT facility, and when on board the aircraft.

E. Workplace Protective Measures

1. The main offices and primary waiting room are open to all non-employees.
2. Additionally, two separate passenger waiting rooms are available. No more than one planeload (9) passengers will be allowed in either waiting room at a time. Excess waiting room chairs have been removed, with the remaining chairs spread 6 feet apart.
3. A curbside freight check-in has been implemented to keep non-passengers outside of AAT's premises when dropping off freight for shipment.
4. All office employee work stations have been separated by at least six feet, and are at least six feet from pass through walkways.
5. Work from home is encouraged where feasible, such as with payroll bookkeeping.
6. Social distancing per CDC guidelines is mandatory.
7. The use of masks is mandatory at all times while inside our place of business, on aircraft and in the company's courtesy shuttle van.
8. Facility and aircraft sanitation measures:
 - (a) Passenger waiting areas and employee areas: chairs, doorknobs, lavatories, bathroom fixtures, etc, are sanitized with a 70% isopropyl alcohol solution. Passenger waiting area wipe-down is done after turnover of each passenger group, and employee area wipe-down is done 4 times per day. Public notices are posted promoting best practices, such as hand washing instructions.
 - (b) Aircraft: after each passenger flight, seats, armrests, and handholds shall be sanitized with an isopropyl alcohol solution or other solution specifically

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approved for use in aircraft. A public notice is placed by the passenger boarding door with the date, time, and name of the employee who sanitized the aircraft. Aircraft shall be sanitized with disinfecting wipes at outstations before boarding passengers.

9. Cargo, luggage bins and luggage carts will be sanitized after each flight.

10. Microbial barriers:

- (a) Pilots are required to wear masks. Pilots are provided N95 masks to wear during flight and disposable gloves to wear while freight handling. If N95 masks interfere with communication or other cockpit duties, pilots may instead wear fabric masks or surgical style masks during flight.
- (b) Screeners shall wear face masks and disposable gloves while screening passengers.
- (c) Ground service agents, including CSA's, Ramp Agents, or any other customer contact personnel shall wear face masks at all times and disposable gloves while freight handling.

F. Travel Plans and Procedures

- 1. AAT will comply with rural communities' self-imposed guidelines, and will confirm that rural community passengers have tribal and/ or rural municipality approval for travel. However, AAT will not deny travel if such denial violates the the State Alaska Small Community Emergency Travel Order.
- 2. Unless necessary for the conduct of flight, pilots shall endeavor to remain at their aircraft and either maintain a 6 foot distance from nearby people, and wear a face mask when activities such as aircraft loading prevent distancing. Pilots wear gloves as a barrier when handling cargo and passenger luggage. Pilots shall not leave an airport and enter a community or industrial work site unless absolutely necessary, and if doing so, shall apply CDC social distancing guidelines.
- 3. At outstations, pilots will sanitize all the non-porous touch areas such as seats, armrests, and handholds at each destination before boarding passengers.

G. Procedures for Personnel who Become Ill

- 1. If an employee becomes ill while on duty, they shall maintain social distance while immediately exiting AAT's facility. Once outside, the employee shall notify the most senior available AAT Manager, and then to seek medical attention. If

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the ill employee presents severe symptoms, one AAT employee wearing PPE may assist the ill employee while the company notifies emergency medical services.

2. If an employee becomes ill while off duty, they shall notify the company and they must not report for work. If the employee reports illness consistent with COVID-19 (fever and/ or respiratory distress) the employee will be directed to self-isolate and seek medical attention. If the ill employee reports severe symptoms, the company will notify emergency medical services on their behalf.
3. An employee who becomes ill shall not return to work until they have been symptom free for 14 days, or until they have been cleared by their medical service provider.

H. Continued Maintenance/Operation of Critical Infrastructure

1. AAT plans to maintain full staffing. Since AAT invests considerable time and money into training its employees, it wishes to retain them so that the company can support a normal operating tempo when demand by its markets.
2. AAT's supply chain is limited mainly to aircraft parts vendors and jet fuel providers. The company has experienced slight delays in parts delivery, but operations which have not adversely impacted operations. There have been no issues with jet fuel supply.
3. The company's FAA regulators have given notice that COVID-19 risk mitigation in their workforce has reduced their ability to perform their oversight functions in a timely manner, and so have extended deadlines on routine regulatory requirements, such as FAA provided recurring airman qualification flights.
4. AAT has had to operate without the benefit of all weather forecast products that were available prior to the pandemic related March shutdown of the National Weather Service facility in Anchorage. AAT has flight risk management practices that limited its ability to operate when flight weather could not be determined. This has caused minor disruption during the spring / summer season, but could cause more extensive disruption if full forecasting capability is not restored by late fall/ winter.
5. Since AAT is a small company, with 26 employees and a single base of operations, monitoring staff for plan compliance is simplified. The company owner, who is the COVID-19 Risk Mitigation Plan Manager, works daily and is fully aware of compliance issues.