



ASRC ENERGY SERVICES
a subsidiary of Arctic Slope Regional Corporation

ASRC Energy Services, LLC
3900 C Street, Suite 701
Anchorage AK, 99503

January 27, 2021

**CRITICAL INFRASTRUCTURE INDUSTRY ESSENTIAL EMPLOYEE VERIFICATION
AND TRAVEL LETTER**

This letter identifies _____
as an Essential Employee of ASRC Energy Services, LLC or one of its subsidiaries, which
conducts Critical Infrastructure or Essential Services under Alaska Governor Dunleavy's
COVID-19 Health Orders and the "Alaska Essential Services and Critical Workforce
Infrastructure Order."

ASRC Energy Services, LLC (including its subsidiaries) has submitted its
Community/Workforce Protective Plan for maintaining critical infrastructure to Alaska
Unified Command pursuant to COVID-19 Outbreak Health Orders.

**The individual identified above should be considered authorized to travel under
Alaska Health Mandate 010, Section 010, Section VII: Requirements for Critical
Infrastructure Employee Travel. They are authorized to work under the safety
measures enacted by our Protective Plan during their 14-day self-quarantine period
if required.**

Please grant this Essential Employee entry into Alaska and travel throughout Alaska so they
can continue with their job while protecting public health and security. This letter is valid
from the above date through **June 1st, 2021**, OR for the duration of the national emergency
related to the COVID-19 pandemic, OR the effective period of Alaska's COVID-19 Outbreak
Health Order.

This person traveling on behalf of ASRC Energy Services, LLC is required to comply with the
ASRC Energy Services Inc.'s Community/Workforce Protective Plan on file with the State of
Alaska. **Specific direction to the employee can be found on page 2 of this authorization
letter.**

Thank you for your cooperation. For validation purposes or questions, please contact the
undersigned.

Sincerely,

Shelley Cordova
SVP, General Counsel & Human Resources
Email: AEEmployeeRelations@asrcenergy.com
Telephone Number: (907) 334-1688



ASRC Energy Services, LLC. and Subsidiaries Travel instructions for employees traveling to Alaska

*****Note: These instructions, and the accompanying letter, are only for use while traveling to perform an essential service or work in a critical infrastructure industry. Use of these documents is only permitted for someone traveling for the sole purpose of working under a Community/Workforce Protective Plan. It is prohibited to use these documents for any other type of travel (such as personal/recreational travel).*****

You are required to comply with the instructions below while traveling to Alaska as an Essential Employee to perform critical infrastructure work, in accordance with the Company's Community/Workforce Protective Plan on file with the State of Alaska. If travel is impeded or delayed, please contact your designated travel POC or supervisor immediately for further instructions.

1. Proceed directly to your work location/job site in the most direct manner available.
2. While traveling via aircraft, in airports, and in taxi or rideshare or multi-passenger corporate vehicles, you must properly wear a face covering (covers the nose and mouth) at all times.
3. If required to overnight in transit, or if staying in commercial lodging to perform your critical infrastructure work, please note the lodging location and address here:

 - a. While overnight lodging is utilized you must quarantine in your accommodations, and remain isolated from others.
 - b. Please utilize room-service or restaurant delivery service for meals. If possible, pay over the telephone, and arrange for contactless delivery of your meals. If that is not possible, you are required to wear a mask during interactions, and wash your hands before and after receiving your food delivery.
 - c. Comply with all hotel/lodging COVID-19 policies and procedures, and any applicable local health mandates.
 - d. When resuming travel, please proceed in the most direct manner available to the airport or other transportation facility.
4. Upon arrival at the work location/job site on the North Slope:
 - a. You may be required to complete a health/temperature screening prior to entrance to the workplace.
 - b. In accordance with the Company's mitigation plan, you may begin work upon arrival, ensuring you maintain a physical distance of greater than 6 feet between yourself and others. If unable to maintain this physical distance, you must wear a face covering (covers the nose and mouth) at all times.
 - c. For 14 days after arrival at the work location/job site, you are not permitted to leave your lodging/quarantine location for purposes other than work.
 - d. You are required to comply with all OSHA, corporate workplace safety, and site manager/supervisor instructions at all times.



- e. If you feel ill, have a temperature, or are exhibiting any symptoms consistent with COVID-19, you must cease work immediately, report to a supervisor/occupational health officer, and proceed directly to your quarantine location until released by an authorized individual.

Certification: I hereby certify that I have read and understand the instructions provided above, and will comply with the provisions of our Community/Workforce Protective Plan, State of Alaska Health Mandates, and local requirements.

Employee Signature

Employee Name