



March 31, 2020

*Re: COVID-19 Tabletop Exercise*

COVID-19 Tabletop Exercise is intended to be a safe environment that encourages open and wide-ranging discussion. Differing viewpoints, even professional disagreements, are expected. Consider the following:

- The scenario is plausible, and events occur as they are presented.
- Respond based on your knowledge of current plans and capabilities. You may not use non-existent assets.
- There is no pre-determined solution to this exercise. Make your best decision based on the circumstances presented.
- Decisions are not precedent setting and do not necessarily reflect GLDD's position on a given issue. This exercise is an opportunity to discuss and present multiple options and possible solutions.
- Assume cooperation and support from other responders and agencies. Assume that state/regional and federal responders are initiating their plans, procedures, and protocols while you are concentrating on a GLDD response. Draw upon your own experience and knowledge of how local, state/region, and federal agencies work together in any emergency response situation.
- The presented events, information, written material, and resources serve as the basis for discussion.
- The response process and decision-making are more important than details.

The scenarios presented below are designed to guide us through our Response Plan:

1. An employee traveling back from time-off develops symptoms compatible with COVID-19 and contacts their supervisor.
2. An employee arrives on the vessel and 72 hours later their spouse calls and has tested positive for COVID-19.
3. A live aboard employee is presents symptoms compatible with COVID-19. This employee is tested and found to be positive for COVID-19 three (3) days later.
4. A Site Engineer has roommates and one of the roommates develops symptoms compatible with COVID-19.

Debriefing Questions:

1. Identify the three most important activities accomplished during this tabletop exercise.
2. What are the three most important gaps identified during this exercise?
3. What are the three most important lessons learned from participating in this exercise?
4. Identify three things that could help improve this exercise.