



December 22, 2020

Re: COVID-19 Updated Reporting and Tracing Procedures

Below you will find the procedures should a worker test positive for COVID-19 in the Ports of Philadelphia, South Jersey and Wilmington, DE. These procedures were issued by USMX/ILA. There will be NO EXCEPTIONS to these procedures.

- If an employee tests positive, they must immediately notify their Union Official. The Union Official must then contact either Lee “Woody” Cole or Gina Petrille immediately! The PMTA will then notify the employer. The employee must stay home at least 7 days, even if symptoms go away. After symptoms go away, they must stay home an additional 3 days without symptoms. **They must submit to another COVID test before returning to work. If the test result is negative, they may return to work immediately (after the 10-day isolation period as stated above). In the event they produce another positive test result, in order to return to work, they must obtain a return to duty letter from their doctor stating the original date they tested positive and the date they are no longer contagious.**
- Employer/Union will work together to identify all people who were in close proximity with the employee who tested positive during the 24-hour period before they first felt sick. Close proximity means less than 6 feet for more than 10 minutes.¹ These results must then be reported to either Lee “Woody” Cole or Gina Petrille.
- Anyone determined to be in close proximity must quarantine for 14 days. It is recommended that these employees also be tested for COVID-19 while in quarantine. After the 14-day quarantine they may return to work as long as they are symptom free.
- If an employee receives an “inconclusive” test result for COVID-19, they will be taken out of the workforce until they can produce a negative result.

A handwritten signature in blue ink, appearing to read "Gina M. Petrille", is written over a horizontal line.

Gina M. Petrille
PMTA Vice President

A handwritten signature in blue ink, appearing to read "Lee W. Cole Jr.", is written over a horizontal line.

Lee “Woody” Cole, Jr.
President, ILA District Council

¹ “Contact with an infected person of under ten minutes duration will be considered “close proximity” whenever actual exposure to an infected person’s respiratory droplets can be reasonably established, i.e., sneezing or coughing while within the six-foot distance of another person.