

Phase One

Adaptive Recovery Operations Plan



National Parks of Boston

June 8, 2020



Phase One: Adaptive Recovery Operations Plan

As National Parks of Boston (NPB) moves into Phase I of our Adaptive Recovery Plan, we want to ensure that you understand what this means for you as a member of the NPB community. An interdisciplinary team – including subject matter experts and staff from each of our directorates – developed the National Parks of Boston’s Adaptive Recovery Operation Plan to reflect National Parks of Boston’s commitment to creating safe workplaces for our employees, volunteers, partners, and visitors. National Parks of Boston’s priorities remain the same – to slow the spread of the virus, to emphasize that safety is of paramount importance, and to preserve and protect Boston’s iconic natural, cultural, and historic resources.

Our plan reflects the complexity of National Parks of Boston’s operations by highlighting both NPB-wide guidance and special considerations in each of our four directorates. National Parks of Boston’s Plan is divided into four phases. Guidance from the NPS Washington Office and Department of the Interior provides parks with strategic direction to resume phased operations consistent with State and local government guidance.

Implementation of each phase is dependent on associated key indicators in public health as well as our ability to mitigate personal and public health risks. Risk assessments will be completed for operational elements recommended for each phase. These assessments will indicate whether or not a change in operational status is warranted. Each phased recommendation will go through a review process to ensure that we have considered all variables, including concerns and impacts to our partners.

We anticipate June 8th to be the target implementation date for beginning Phase I. Here is what to expect:



Operations

- A majority of NPB staff continue to maximize telework.
- Employees returning to the park are performing mission critical functions and preparing the park for later adaptive recovery operations phases (installing signage, infrastructure upgrades, and sanitizing stations; procuring PPE; etc.).
- Visitor and Resource Protection, including dispatch and response services continue to be provided to NPS- and partner-owned sites. Employees are taking all necessary precautions to ensure public health while keeping our sites safe.
- Eastern National Stores are closed.
- All grounds and open-air spaces remain open to the public in compliance with state and local regulations.
- Public facing sites – including museums, public restrooms, and visitor centers - remain closed. There will be no in-person public tours during Phase I.
- Volunteers continue to maximize telework. Volunteers are only to work on site if approved to do so.
- Visitor Engagement staff are developing virtual experiences and engaging with visitors.
- Youth Employment and Engagement programs are modified to support remote programming.
- Standard Operating Procedure to open Boston Harbor Islands with limited public access is being developed with partners.



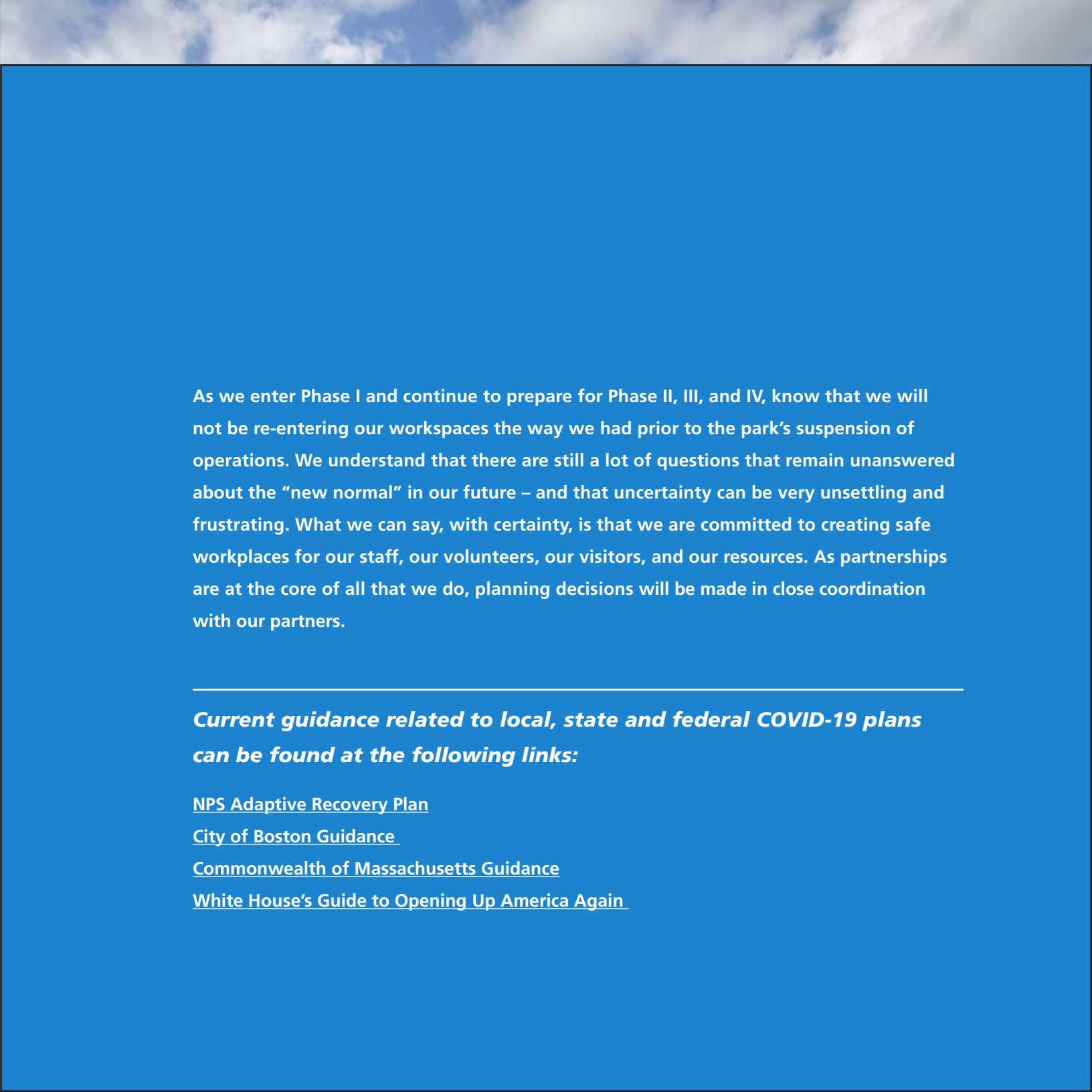
Workplace

- We continue to create safe workplaces for employees, partners and visitors ([link to booklet here](#)).
- Functional Teams are designing office spaces to allow for physical distancing and lower density in overall work areas.
- Maintenance staff are ensuring cleaning protocols are met for restrooms and high touch areas such as elevators, doors, sinks, alarm pads, etc. in Charlestown Navy Yard Building 109, Building I, and Quarters B.
- No new tenants for housing are being accepted at this time.
- 15 State Street offices remain closed until a plan is developed with National Park Service Region 1 staff.



Employees

- Limited staff are returning to the park and are complying with mitigations serving to minimize health risk to others including:
 - Encouraging daily monitoring of personal health for symptoms of COVID-19,
 - Practicing safe hygiene,
 - Adherence to CDC social distancing guidelines – six feet separation between self and others,
 - Wearing of a face covering in public settings,
 - Cleaning personal office spaces upon entry and exit,
 - Limiting number of employees at in-person meetings and gatherings, and
 - Abiding by protocols determined for vehicle use, boat operations, and other equipment.
- Required personal protective equipment (PPE) is being purchased and provided to employees.
- Staff have access to wellness and employee assistance programs.
- NPB is providing training resources for all employees related to understanding COVID-19, stay safe workplace etiquette, etc.
- Leadership strives to provide equitable solutions that recognize the unique situation of employees, partners, and volunteers such as dependence on public transportation or restrictions that limit availability of childcare.
- New employees travelling from outside of Massachusetts are self-quarantining for 14 days.
- New employees are being onboarded virtually.



As we enter Phase I and continue to prepare for Phase II, III, and IV, know that we will not be re-entering our workspaces the way we had prior to the park's suspension of operations. We understand that there are still a lot of questions that remain unanswered about the "new normal" in our future – and that uncertainty can be very unsettling and frustrating. What we can say, with certainty, is that we are committed to creating safe workplaces for our staff, our volunteers, our visitors, and our resources. As partnerships are at the core of all that we do, planning decisions will be made in close coordination with our partners.

Current guidance related to local, state and federal COVID-19 plans can be found at the following links:

[NPS Adaptive Recovery Plan](#)

[City of Boston Guidance](#)

[Commonwealth of Massachusetts Guidance](#)

[White House's Guide to Opening Up America Again](#)