

**Board of Pilot Commissioners for the Bays
of San Francisco, San Pablo, and Suisun**

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To all BOPC Trainees:

As the novel coronavirus or COVID-19 pandemic continues to evolve, it important for me to communicate with you regarding health and safety. I am committed to keeping you informed and answering your questions as the protocols develop.

Below is a summary of helpful information as you continue training in the coming weeks. The Board's focus is to ensure continuity mission critical work for both BOPC-licensed pilots and trainees in the Pilot Trainee Training Program, and to work with all involved to prioritize health and wellness.

As we all know by now, reducing person-to-person transmission of germs is important to reduce the spread of COVID-19. The California Department of Public Health has guidance and updated information regarding recommended actions to keep each of us and our communities safe. It can be found [here](#).

Precautions for ALL Trainees:

1. Trainees should report any symptoms of illness to the Chair of the Pilot Evaluation Committee (PEC) and, if symptomatic, self-quarantine.
2. Avoid close contact with people who are sick.
3. It is recommended that trainees wash their hands with soap and water often and carry personal hand sanitizer and routinely use it.
4. Avoid touching eyes, nose or mouth with unwashed hands.
5. Trainees should not be using ship's coffee cups. They should bring their own.
6. In response to this new virus, remember to be respectful, fair and without bias in your interactions with all persons. Do not assume someone of a particular national origin, race, or background is more likely to have the Novel Coronavirus.
7. Practice social distancing: Changing behavior to keep more space between people can keep disease from spreading. Stay at least 6 feet away from other people and avoid close contact with people who are sick.

Do not hesitate to contact the PEC Chair Captain Teague or myself with your questions or concerns.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Allen Garfinkle'.

Allen Garfinkle
Executive Director