



**ASRC ENERGY SERVICES**  
a subsidiary of Arctic Slope Regional Corporation

## ORGANIZATIONAL ANNOUNCEMENT

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**TO:** All ASRC Energy Services Employees  
**FROM:** Christine Resler, President and CEO  
**SUBJECT:** AES Travel Letter and ConocoPhillips Travel Update  
**DATE:** April 3, 2020

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### Employees Driving within the State for Work

We have been hearing more and more cases of folks traveling in Alaska stopped by police and asked why they are on the road. If you are driving to the airport or directly to the jobsite, please print and have the AES 'Critical Energy Industry Employee Authorization to Travel' letter with you. This letter is attached and is available at [asrcenergy.com/field-employees](https://asrcenergy.com/field-employees). This letter identifies you as a critical infrastructure employee. Please also have your ID badge with you if at all possible.

### In-State Employees working with ConocoPhillips

Effective Wednesday April 8, for AES employees working with ConocoPhillips, if you have traveled through another airport in Alaska to get to Anchorage for your flight, you will be denied boarding unless you have been in self quarantine in Anchorage for the previous two weeks.

In-state travelers may have to drive (without breaking quarantine) to Anchorage rather than fly on commercial aircraft. ConocoPhillips is making plans to provide bus transportation from the Kenai and Fairbanks areas to Anchorage. We hope to have more information to you soon.

If you live in a remote location and can't get to Anchorage without a commercial airlines flight, please notify your managers by Wednesday, April 8, 2020.

These measures are being taken to avoid exposing passengers on a ConocoPhillips aircraft to any individuals who may have recently been in an airport outside of Anchorage and on an intra-state commercial flight. These new restrictions are being taken so other measures put in place to avoid workers' exposure to the COVID-19 virus are not compromised.

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AES will continue to monitor the evolving situation. We recognize that there will be issues to work through during this unprecedented time, and thank you in advance for your hard work and patience. For any Human Resources related questions, please contact AES Employee Relations at [aesemployeerelations@asrcenergy.com](mailto:aesemployeerelations@asrcenergy.com) or at (907) 334-1688.