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## COVID-19: Guidelines for Employees in El Paso County

**To:** All AT&T Corporate, AT&T Communications and AT&T Latin America employees in El Paso County Texas and their supervisors

The work we do is essential for our nation and that will not change.

Millions of customers depend on us to ensure they stay connected. And we have a special responsibility to America's first responders and public safety community, who rely on FirstNet, the nationwide wireless broadband communications platform dedicated to them, built and managed by AT&T.

El Paso County recently issued an executive order to reduce people movement and interaction for certain activities. Our work is deemed essential to people's lives so our work is not limited by this order.

Until further notice, if you're approved to work from home please continue to do so. If you do need to go to an AT&T work location, please do the following daily before reporting to work:

- Take your temperature at home. If your temperature is greater than 100 degrees Fahrenheit, don't report to your work location and contact your supervisor. Please also contact your health provider immediately.
- Ask yourself if you've traveled to a place that has high numbers of positive cases of COVID-19 as identified by authorities in Texas and the U.S. Centers of Disease Control. If your answer is yes, call your supervisor for further instruction on how to self-quarantine for 14 days.

Otherwise, report to work where you've been asked to do it.

Also, always carry your company badge when traveling to and from work, and only use it for official AT&T business. That way, if you're asked why you are in public, you can identify your essential role as an employee of AT&T.

Regardless of your role or responsibility, we must all continue to observe official guidelines including social distancing (stay 6 feet away from others) and following all good health hygiene practices.

And in your personal time, please follow applicable guidelines to limit your public interactions.

Please take care of yourselves and each other. We'll get through this together.