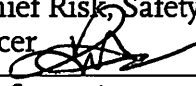




**Metro**

# Interoffice Memo

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<b>Date</b>	January 31, 2020
<b>To</b>	All Employees
<b>From</b>	Kenneth Hernandez, Chief Risk, Safety & Asset Management Officer 
<b>Subject</b>	Updated Coronavirus Information

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This memo is to provide an information update on the coronavirus. As we reported in the January 24, 2020 memo, Corporate Safety is monitoring the efforts of the Centers for Disease Control and Prevention (CDC) and the Los Angeles County Department of Public Health (LACDPH) to ensure that timely information is provided to Metro employees concerning any preventive and control measures. Because information on the coronavirus continues to evolve, we are hereby providing an update on masks and travelers.

Corporate Safety has received several inquiries regarding the use of masks for protection against the coronavirus and where employees can obtain one. As of now, Public Health officials say there is no current need for the public to wear face masks in the United States. They recommend practicing good personal hygiene such as washing hands with soap and water often and keeping your hands off your face.

Secondly, there have been concerns regarding employees who have traveled to China and back to the United States. According to the CDC, any person that traveled to China and developed symptoms should contact their healthcare provider immediately. Regarding individuals with no symptoms, Public Health officials do not use traveling to China as a diagnosis for coronavirus and such a person does not pose a risk to the public.

Corporate Safety will continue to monitor the situation and will provide additional information as guidance from CDC/LACDPH is updated.

If you have any questions or concerns regarding coronavirus, please refer to the following link for additional information:

<https://wwwnc.cdc.gov/travel/notices/alert/novel-coronavirus-china>

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