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**Sent:** Wednesday, March 18, 2020 5:54 PM  
**To:** R2 EPA NY NJ PR and VI <R2\_EPA\_NY\_NJ\_PR\_and\_VI@epa.gov>  
**Subject:** Building 205 Bay B - Edison Environmental Center - Coronavirus Update

Dear Colleagues,

Today we learned that on March 12<sup>th</sup>, an EPA employee who works in Building 205 Bay B of the Edison Environmental Center was in indirect contact with an individual who had tested positive for COVID-19. The individual has self-identified and self-quarantined. At this point the employee has not been diagnosed with COVID-19 and is exhibiting no symptoms, but will be contacting her doctor as well as staff the employee has met with since March 12.

The individual's office and the common areas the individual transited in the facility are being disinfected today in accordance with CDC and EPA guidelines. As a precaution, employees who were working in Building 205, Bay B and other select individuals, that have been notified, working in Building 10, on Thursday, March 12 are asked to telework [until Thursday March 26](#).

We have confirmed that the common areas and facility wide high touch areas have continued to be cleaned based on CDC guidelines and therefore, these areas are not at risk from this incident.

Per OMB guidance, EPA is encouraging all employees to telework. If you have a telework agreement in place but do not have your laptop and other materials necessary for telework with you, please contact the IRMB Help Desk ([732 452-6424](#)) to coordinate retrieving these items. For our non-federal workforce, please contact your Contracting Officer's Representative, Project Officer or sponsor to discuss arrangements over the next two weeks.

If you have questions or concerns, speak with your supervisor. Education and prevention are our strongest tools against infection, therefore I encourage to review and follow the CDC guidance about COVID-19 to [prevent illness](#) and [recognize symptoms](#) including practicing good hygiene and social distancing whether at work or home.

Also, I wanted to highlight the EPA intranet site with coronavirus guidance and information, [COVID-19 intranet site](#). I encourage everyone to bookmark and check this site regularly, as materials are updated daily, including over the weekend. Yesterday, EPA posted a Frequently Asked Questions document. We will continue to share new information as it becomes available.

Continued communication throughout this rapidly evolving situation is critical, and we will provide further guidance as new information becomes available. Your safety and health is our top priority and I thank you for your continued dedication to our mission and patience as we deal with this emerging issue. If you have any questions, please talk to your supervisor.

Sincerely,

Pete

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