

**From:** [Broadcast, DOC](#)  
**To:** [Broadcast, DOC](#)  
**Subject:** All Hands: Coronavirus Update  
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To: All Department of Commerce Employees:

Secretary Ross and his leadership team are closely monitoring the global outbreak of COVID-19 (or “Coronavirus”). While the immediate health risk to the American public remains low, Department officials will continue to prioritize the health and safety of Department employees as they track the evolving COVID-19 situation.

Senior leaders from the Department are in communication with the White House Coronavirus Task Force coordinating the whole-of-government response to COVID-19. Guidance is being implemented as it is received from the lead Federal partners.

Employees who feel sick are strongly encouraged to stay at home and inquire with their immediate supervisors about telework opportunities and/or sick leave. Supervisors should also take into account CDC-identified countries of risk when evaluating potential travel and engagements. The Department recommends all employees monitor announcements from their state and local health officials.

To stay up-to-date on the Federal Government’s response to COVID-19, please find the below links in addition to those provided in the [Broadcast DOC email from February 13](#).\*

- [COVID-19 Situation Summary from the CDC](#)
- [Travel Guidance from the CDC](#)
- [Travel Advisories from the State Department](#)
- [Preliminary workforce guidance for Federal departments and agencies from the Office of Personnel Management](#)
- [Everyday preventative hygiene practices from the CDC](#)

\*This is an intranet link that is only available to internal users.

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