


As part of the Phase 1 designation from the Nevada's Office of Governor, Truckee Meadows Water Authority will begin incrementally moving into Recovery Level 1

From the home office to the field, our critical work serving the community continues.

- Return to facilities will be phased-in and authorized by supervisors.
- Non-mission critical employees will not be returning at this time.
- **Do not come to work sick.** Teleworkers with any flu-like symptoms should tell their supervisor.
- Health screenings may be required prior to facility access or arrival at a remote dispatch site.

 *If you have tested positive or have had close contact to someone with COVID-19, please inform your supervisor. Tell us if you develop COVID-19 symptoms while at work (cough, shortness of breath or difficulty breathing, fever, chills, shaking with chills, headache, sore throat or new loss of taste or smell.)*

Healthy hygiene habits in shared areas is a social pact and will keep us all safer.

- Upon entering into any TMWA office or treatment plant, sanitize your hands.
 - Wash hands for at least 20 seconds or use hand sanitizer with at least a 60% alcohol.
 - If hands are visibly dirty, soap and water are the best option.
- Wear face masks. These will be provided by TMWA (employees can opt to wear their own.)
 - If working alone in an office, face masks are not mandated.
 - When driving in TMWA vehicles that are not individually assigned, masks must be worn.
- After coughing, sneezing or touching commonly-used surfaces, re-sanitize hands.

Lifting restrictions on the way we move around and interact with others will take time.

- Facilities will not yet be open to customers and can not be used for non-essential meetings.
- Use the entrance and restroom designated for you. Keep in your assigned workspace area.
- Staggered work days, shifts and arrival times may be implemented.
- Follow notices posted at common areas. Some meeting rooms or break rooms may be closed.
- Drinking fountains will be disabled initially, bottled water will be provided.
- While working with or around others, *six feet* of social distancing is required.
- When six feet of distance cannot be attained, employees **MUST** wear face masks or coverings.
- Non-essential business travel outside the local area will not be approved at this time.

If you have any questions about where we are in this Level 1 Recovery Process, please contact your supervisor or call Ian Dasmann at 775.834.8060.