



## Washington Electric Cooperative, Inc

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To all our Members -

COVID-19 has been declared a state emergency in Vermont and Governor Scott has issued orders to close schools. He has also implemented actions to limit the size of public gatherings and has asked all Vermonters and businesses to take steps to mitigate the spread of the virus. This is a dynamic and evolving situation and we will take action at WEC to protect the health of our employees and mitigate the spread of the coronavirus.

I want to share with you our plans for mitigating the affects to our employees, members and the communities we serve during this challenging and evolving time. We are following recommendations from the World Health Organization, U.S. Centers for Disease Control and Prevention, and local authorities to help prevent the spread of the virus and to devise appropriate plans. Our internal response team is implementing strategies to both protect our members and employees while providing reliable electric service.

All facilities are closed to the general public at this time. Employees remain on the job and we can answer calls and help with any question by way of phone or electronic means. In the event you see WEC staff working on powerlines or outside the building we urge you to not approach them. We are practicing social distancing to preserve the health of all our employees including field staff. We seek to preserve the health of all our workers, and we are committed to meeting all your needs during these challenging times.

**Our paramount goal is to assure the health and safety of the WEC workforce. It is more important than ever, during an emergency health situation, to be ready and able to provide reliable electric service to all our members. This means being aggressive in protecting the health of our workforce during this critical pandemic time.**

To this end we will have evolving plans. Our immediate steps are as follow:

- Office and Warehouse are closed to the general public
- Eliminate non-essential travel for work
- Provide stepped up office cleaning especially touch spots
- Meetings at the office are by appointment only and only if essential to meet in person
- All Board of Director meetings until further notice will be conducted by phone and virtually

- Request all employees limit personal travel to within the state of Vermont
- Separate facilities and areas within buildings to adhere to social distancing practices
- General Manager is the point contact for WEC

We are working to develop more detailed action plans for pandemics, and this will address more on social distancing, remote work, identification of essential services by area and assuring the provision of electric service are maintained. **Please know that our primary goal is preserving employee health!** We want to be ready and able to restore power in the event of outages especially during this pandemic event. Our goal is to maximize the health and wellbeing for all WEC employees, our members and the Central Vermont communities we serve.

We are working closely with state officials, other utilities, VT Department of Health, CDC and those best positioned to provide accurate information.

Thank you for your help and WEC appreciates your consideration and understanding. If you need additional information do not hesitate to contact us.