

Salazar, Jeff

From: SoCalGas Employee Communications <SoCalGasEmployeeCommunications@semprautilities.com>
Sent: Wednesday, March 18, 2020 10:07 AM
Subject: A Message from SoCalGas Incident Commander



Dear Team,

The COVID-19 (Coronavirus) situation continues to change rapidly. Your safety and wellbeing, as well as the safety of our customers and the general public, remains foundational to our company as we continue to closely monitor this national emergency with local, state and federal health and emergency response agencies.

Wellness Resources Available for Employees

To help you navigate these challenging times, we have placed information in one reference source. Please visit the [Wellness Site for General Info re: Coronavirus](#) to stay up-to-date on how the company is working through the Coronavirus situation. In addition to our most current procedures and guidelines, you'll also find helpful tips to take care of yourself and your family, how to find backup care for your dependents, CDC resources and an [HR](#)

[Inquiries](#) mailbox if you have any questions. Our teams are monitoring each inquiry.

What You Can Do

- Follow the government's recommendations to avoid gatherings of 10 people or more and keep 6 feet of distance apart, and self-isolate at home to contain the spread of Coronavirus if you are 65 or older and/or have a chronic health condition.
- Be sure to update your emergency contact information in MyInfo.
- *Active members of the National Guard or any branch of the Military Reserves should update their profiles in MyInfo immediately. Just click on Profile/Personal information/Military Classification*
- Check the Emergency Hotline regularly: **800-220-3918** since the situation can change quickly. We have implemented a remote work guideline for represented and non-exempt employees whose job functions allow them to work remotely. This policy does not apply for some employees whose job functions require them to be physically onsite. The Hotline number is next to your photo on your company ID badge and at the bottom of the GasLines homepage.

Beware of scams!

The World Health Organization has warned that scammers are taking advantage of the COVID-19 outbreak to send phishing emails, texts and social media posts. Be on the lookout for these scams asking for personal information or selling phony products and **never** click on malicious links or attachments. For the most up-to-date facts, visit the [CDC](#) or [WHO](#).

Thank you for your commitment to help minimize the spread of this virus. Stay safe.



Wellness Site



HR Inquiries



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