
From: SoCalGas Employee Communications
Sent: Wednesday, March 18, 2020 4:38 PM
Subject: A Message from SoCalGas ICS Logistics Section Chief



A Message from

Incident Command Structure (ICS) Logistics Section Chief

From: ICS Logistics Section Chief

Wallace Rawls

Today, Brookfield Properties notified occupants of the Gas Tower building that an individual has tested presumptive positive of the Coronavirus (COVID-19) disease who recently visited the 35th and 36th floors of The Gas Company Tower. Details can be found in the Brookfield Properties [notification](#).

The health, safety and wellbeing of our employees is foundational to SoCalGas, and we continue to monitor the very fluid COVID-19 situation. We have placed the

following precautionary measures in place to mitigate the threat of this virus to our employees:

- Enhanced personal hygiene best management practices and increased facility sanitization at all SoCalGas locations.
- Implemented Centers for Disease Control (CDC) social distancing guidelines, including spreading out staff to maintain a 6-foot distance between employees during the workday and in essential trainings.
- Imposed business travel restrictions, social interaction and meeting restrictions through April 30, 2020.
- Encouraging remote work for those who are able to do so until March 31, 2020.
- Reminding employees to stay home if they are sick.

To help in mitigating the spread of this disease, it is critical that you take personal responsibility by following the guidelines as outlined by the CDC:

- Wash your hands frequently with soap and water for at least 20 seconds.
- If soap and water are unavailable, use an alcohol-based hand sanitizer that contains at least 60% alcohol.
- Use disposable towels to dry your hands.
- Avoid touching your face, nose, and eyes, especially with unwashed hands.
- Practice social distancing measures (limit to 10 people or less) and avoid physical contact with others, such as shaking hands, fist bumps, etc.

If you have any further questions, please visit the [Wellness webpage](#).



Wellness Site



HR Inquiries



IT Support

**Should I report to work? Call the Emergency Hotline 800-220-3918.
You can find it on your badge next to your photo or on the bottom of the
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