

March 16, 2020

TO: All MSA and Partner Employees
FROM: Bob Wilkinson, President
Amy Basche, Chief Operations Officer

SUBJECT: MSA and COVID-19 Update

****PLEASE SHARE THIS MESSAGE WITH THOSE WHO AREN'T ON COMPUTERS****

We want to start by saying thank you to our workforce – despite the news regarding the coronavirus over the last several weeks, you've continued working hard and working safely in support of the Hanford mission. Your efforts are not unnoticed.

The situation and necessary actions related to the coronavirus continue to change. MSA has been involved in daily planning and preparation for when a case is detected and confirmed. We have processes from initial to advanced notifications, response, satellite workspace locations, cleaning protocols and return to normal operations ready.

In order to further reduce risks to the Hanford workforce, we are also increasing our cleaning standards across the site and working to bring on additional personnel to assist in these efforts. In addition, all training classes at HAMMER will be discontinued for two weeks, starting tomorrow, March 17. Eligible employees should also work with their supervisor to utilize our telecommuting policy.

We will continue to monitor the situation in partnership with DOE and the other Hanford contractors and update all of you as we have new information.

We need to continue watching out for one another and following CDC guidelines. If you are sick, for the safety of yourself and others, please do not come to work. As with any other absence, employees should notify their manager and utilize their PTB benefits.



Thank you to everyone that has been involved in planning and executing our responses to the coronavirus to ensure the health and safety of our MSA family and the entire Hanford community.

Bob Amy

MSA employees are required to report fraud, waste, abuse, misuse, corruption, criminal acts or mismanagement.

