



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Date: November 5, 2020

To: All WSO Employees

From: Brent M. Yamasaki, Water System Operations Group Manager

Subject: COVID-19 Awareness During Shutdown Season

Shutdown season is an important time for us to do the critical work necessary to maintain and refurbish Metropolitan's infrastructure and systems, ensuring our track record of delivering reliable, high-quality water continues long into the future. I appreciate the extra effort that goes into planning and executing shutdowns. I know firsthand from my days in the field that this important work involves extensive coordination and safe implementation by numerous staff throughout Metropolitan, as well as significant planning and efforts by our member agencies and other partners.

Given the concentrated effort and potentially long hours that are involved with shutdowns, it is essential that we do not let our guard down when practicing COVID-19 safety measures. While COVID-19 policies have varied nationally and even within our region, Metropolitan has remained steadfast in requiring all established safety measures to be followed. This is especially critical as we are seeing COVID-19 cases again rising in our region.

If you are ill or exhibiting symptoms of COVID-19, please do not come in to work and consult with HR before returning. If staff participating in a shutdown become ill or exposed to COVID-19, this can have significant impacts affecting all of Metropolitan. If sufficient and safe backup plans and resources are not available, I will not hesitate to postpone or defer a shutdown if that's what it takes to keep our employees safe. With that in mind, I urge WSO employees to keep our shutdown season on track by following all established COVID-19 safety measures to help ensure that you and our fellow employees stay safe at work.

To help reinforce this message, we are developing a new safety talk and COVID-19 Prevention Plan focused on COVID-19 safety measures required for shutdowns and shutdown-related work that we plan to publish next week. We continue to require the use of micro-teams, face masks, social distancing, task-appropriate PPE and other protective measures during all shutdowns. For unique situations where multiple micro-teams must work in close quarters, additional PPE such as air purifying respirators and face shields, as well as handwashing stations and enhanced cleaning protocols, may be needed. Our goal is to remain safe and perform the essential work needed to keep our system reliable.

Thanks again for all the work that you do and your extra attention to these safety measures during shutdown season.