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Good day,

The health and safety of WAPA's Craft employees are increasingly important as the front-line workers maintaining the power grid for millions of Americans. We are teleworking as much as possible to help protect them and other mission-essential personnel from unnecessary exposure to COVID-19 in the workplace.

We have provided Craft employees their own guidance to continue working as safely as possible, which we want to also share with you.

The Wage Board and Field Employees Performing Essential Work Social Distancing Plan provides Craft workers guidance on:

- Maintaining a physical distance while in the office
- High-risk individuals
- Employees returning from travel or leave
- Prioritizing critical work needs for peak load season and minimal to no overnight travel

The guidance also provides mitigation measures categorized by severity. We are currently following stage 2 mitigation measures, which include:

- Reporting to different office sites within an employee's duty location area to spread out staff as much as possible.
- Using separate vehicles and not carpooling.
- Traveling directly to a work site without first going to the office or a centralized location.

We are moving toward stage 3 mitigation measures, which will allow Craft employees, with training and supervisor approval, to take their WAPA-provided vehicles between home and work.

If we move to stage 4 measures, Craft employees will be put on standby status per the memorandum of understanding between WAPA and the International Brotherhood of Electrical Workers Stand-by for the Coronavirus Disease 2019.

The regional maintenance managers are working on renting vehicles for Craft employees who do not have a government vehicle and developing guidance for using RVs or trailers at work sites to ensure they have a safe place to stay while working.

The Craft, and other mission-essential personnel, have also been issued materials that will allow them to travel freely to work while stay-at-home orders are in effect.

Other measures we have taken to protect WAPA staff include:

- Maximizing telework for eligible federal and contract employees
- Postponing or canceling all non-mission-critical travel
- Canceling Electric Power Training Center courses
- Restricting visitors to WAPA facilities and limiting employee movement between sites
- Restricting access to mission-essential work areas

We wish all of you the best in these difficult times and hope you are staying safe and healthy. WAPA is prepared to continue providing essential electric services in support of your communities and the nation. If you have any questions or concerns, do not hesitate to contact your regional representatives.

Western Area Power Administration

12155 W Alameda Pkwy Lakewood Colorado 80228 United States

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