

From: [REDACTED]
To: All PGE Corp Employees; All PG&E Utility Recipients
Sent: 12/4/2020 12:29:30 PM
Subject: IMPORTANT: Governor's Stay-at-Home Order and Recent Changes in COVID-19 Rules



A Message from [REDACTED]
Vice President, Human Resources and Chief Diversity Officer

Team –

Following the unprecedented surge of new COVID-19 cases in our state, the Governor's office and other agencies have recently issued new rules and protections to prevent increased spread. Many of these rules apply to our workforce, and we have been working quickly to implement them at PG&E. Here's what you need to know:

Governor Newsom Issues New Stay-At-Home Order

What it is: Governor Newsom issued a new order yesterday that you can read more about [here](#). The order, which divides the state into five regions based on hospital capacity, expands shelter-in-place requirements when a region has less than 15% capacity remaining in their Intensive Care Units (ICUs). The additional restrictions will take effect 48 hours after the region crosses the 15% threshold. The order allows critical infrastructure work to continue.

How you may be impacted: If you are a member of the field-based workforce, we do not envision these new orders impacting the location or how you work every day. If you are an office-based worker who has been successfully working from home since the COVID-19 restrictions began, we don't envision these updated orders will impact your work or your work location.

If you currently work outside of your home, but have the ability to work from home, and the shelter-in-place is triggered for the region in which you live or work, you must return to working from home. This new order will impact the relatively few PG&E employees who requested to work from an office for personal reasons or because they were able to do their work more effectively from the office. If you are one of those individuals, HR will reach out to you shortly to confirm your understanding of the implications of this new order. At this time, HR will not be approving any new exemptions to return to work at PG&E facilities. If your work is deemed essential and cannot be performed at home—that is, you must report to a PG&E facility or field location—please continue to follow the health and safety protocols that are in place to protect you.

New Cal/OSHA Requirement: Mandatory 14-Day Quarantine

What it is: California's Occupational Safety and Health Administration (Cal/OSHA) passed an emergency regulation on November 19 that went into effect on December 1. PG&E was already following most of the provisions in the new regulation, and we have plans in place to ensure we are following several others. One key provision involves quarantining.

How you may be impacted: If you are directed by HR to quarantine due to potential exposure to COVID-19, you must remain in quarantine for a full 14 days, regardless of whether you receive a negative test for COVID-19. If you are directed to quarantine, you will be provided the date you are

cleared to return. Note: The Centers for Disease Control and Prevention (CDC) recently shortened their quarantine guidelines to 10 days; however, we are required to follow Cal/OSHA's regulation, which is why employees must quarantine for 14 days.

New Cal/OSHA Requirement: Testing to be Provided for Outbreaks

What it is: All companies are ordered to provide COVID-19 testing for employees if there's a report of an "outbreak", which is defined by Cal/OSHA as three or more new cases within 14 days at the same work facility. In that scenario, employees are to be given the opportunity to be tested, during working hours and on company time.

How you may be impacted: Moving forward, if you have been working from facilities that are impacted by the new outbreak provision as defined in the OSHA regulations, HR will contact you and advise you to obtain a COVID-19 test upon notification and again seven days after your first test from your health care provider. Work with your leader to find time during the workday to be tested. To be clear: PG&E doesn't have the medical capability to administer widespread tests on site, nor will PG&E mandate testing. Those impacted by a facility outbreak, but not deemed to be a close contact, will not be asked to quarantine.

These outbreak notifications are separate from the notifications we have been making to employees who have been in close contact with another individual who contracted the virus. Close contact is defined by the CDC as within 6 feet for 15 minutes or more over the course of 24 hours. Employees who are deemed to have been in close contact will be asked to quarantine by HR and will also be advised to obtain COVID-19 testing on company time.

New Santa Clara Directive: Requiring a 14-day Quarantine for Those Who Travel 150 Miles

What it is: Santa Clara County announced new enhanced COVID-19 safety protocols including a requirement for individuals to quarantine for 14 days if they travel into Santa Clara County from more than 150 miles away. The quarantine requirement applies to anyone who traveled into the county on or after Monday, November 30.

How you may be impacted: In some cases, essential workers subject to the quarantine may break the quarantine, but only for the purpose of traveling to and from a worksite to perform essential work. This limited exception only applies if your travel that triggered the quarantine was also for the purpose of performing essential work. If you have traveled into the county from more than 150 miles away since November 30, and are not already working from home, notify your supervisor and contact the HR Help Line to determine if the exception applies to you. You should not travel more than 150 miles into Santa Clara County for non-essential work, and we strongly encourage you not to do so for personal reasons.

Reminder about Face Coverings

Following a statewide order issued two weeks ago, PG&E [strengthened its policy](#) on face coverings that requires employees to wear a mask at all times on the job, with some narrow exceptions. Simply put, wearing a mask protects you and those around you, and employees must comply with these rules. If you have questions about when and where masks are required, please ask your supervisor or call the HR Help Line.

What's Next

I know this is a lot of information to digest, and it may feel as if the rules around protections are constantly changing. Our team is working hard to clarify and simplify this information and get it out to you as quickly as possible. We remain in close contact with state and regulatory agencies and will keep you apprised of additional developments as they occur. It is possible that more actions may be taken statewide in the coming days to stem the spread of the disease, so please be ready to take additional actions both at work and at home.

Thank you for all you are doing to serve our customers, and to keep yourself, your colleagues and our communities safe.

