



March 16, 2020

Colleagues,

Today, the FAA had its first cases of employees who have tested positive for COVID-19. One employee, who works for the ATO Program Management Office, is located at FAA Headquarters in Washington, DC in the FOB 10B building. The second employee works for Aviation Safety in Chicago at a Flight Standards District Office, and the third employee works in AFN in the Eastern Region in a full-time telework capacity. Currently, these colleagues are receiving medical care and focusing on recovering so they can return to work once they are medically cleared. We are all sending positive wishes and support to our colleagues for their full recoveries.

Upon learning of the positive diagnoses, the FAA immediately notified local public health officials and followed the latest guidance from the Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA) to minimize the risk of further spreading the virus and maintain safety in the FAA offices impacted.

We're doing our best to balance the need for privacy and full transparency with respect to employee health information and the need to inform colleagues. We quickly identified anyone who worked closely with the diagnosed employees and provided them with CDC guidance to self-monitor for signs of illness. If the exposure constitutes a significant risk of infection, these employees will be eligible to use 'safety leave' to stay home from work and seek testing. We are closely following CDC guidance in responding to each situation, ensuring we take care of both our ailing employees as well as take the necessary steps to address the concerns of their colleagues.

Even with positive cases in our workplaces, our collective level of risk remains in line with the level of risk for all Americans. We are taking actions to support a healthy FAA workforce. As testing continues across the country, we can expect to see more positive cases among our 58,000 federal and contract employees.

Some employees may have less perceptible symptoms of infection and are likely to go untested and undiagnosed, yet they could still pose a risk to those working closely with

them. That's why it's vital for each of us to practice healthy habits and remain diligent in our personal cleanliness and hygiene.

We will do everything possible to ensure a safe work environment for those FAA employees who cannot telework. Our controllers, inspectors and others with critical safety or security sensitive roles are critical components of our national infrastructure. Our nation needs these employees to stay as healthy as possible to continue the mission.

Regardless of whether you're at higher risk of complications or serving in a mission critical occupation, we're all in this together. We are going to persevere through this challenge by continuously making decisions in the best interest of our own personal health and well-being, and that of our families.

If you are sick with any type of illness, please stay home. If you've been in close contact with someone who has been diagnosed with COVID-19, stay home. We've provided information in the form of [frequently asked questions and answers](#) that should help you and your manager determine leave categories.

Employees should closely follow instructions from their local public health officials and adhere to the CDC's recommended precautions for limiting risk of exposure and transmission. We've regularly updated the [FAA COVID-19 page](#) since it was first launched on Jan. 31, and we'll continue to provide the latest employee information via email and on [MyFAA](#).

I am sincerely grateful for your diligence and dedication during this national emergency. Your commitment to our shared mission of safety is an inspiration.

-Steve



Visit my.faa.gov/go/virus for the latest information and FAA employee guidance on COVID-19.