



OFFICE OF THE TRIBAL CHIEF CYRUS BEN

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MEMORANDUM

TO: All Tribal Government Employees

FROM: Tribal Chief Cyrus Ben

DATE: March 18, 2020

RE: **Partial Shutdown of Tribal Government Due to COVID-19 Concerns**

Effective Thursday, March 19, 2020, I have ordered a partial shutdown of the Tribal Government Operations to maximize social distancing for the protection of employees and the public. These measures are necessary to limit personal interaction and risk of possible transmission of COVID-19 between employees and the public.

Tribal Government functions will continue on a limited basis. I have given department directors the authority to determine which employees are pertinent and required to continue basic operations. If you have not already been notified by your supervisor on whether to report to work on Thursday morning, please contact your department director. Employees who are notified to remain at home are on *emergency leave and will be paid*. However, all employees are subject to being called back to work on an as needed basis. This partial shutdown will be effective until March 31, 2020. Please continue to monitor the Tribe's social media postings on further instructions on when to return to work.

Regarding Staying at Home

These government measures are for the safety of the public. While you are off work, you should avoid all unnecessary events, athletic functions, travel or interaction, and stay at home except to receive medical care or to address other essential needs. It is vitally important that we take this pandemic seriously as we all exercise vigilance in containment efforts of this highly contagious virus. Together we can slow the spread of this disease and protect those at higher risk of severe illness and our health care workers from becoming sick.

Tribal Chief Cyrus Ben

C: Richard Sockey, Committee System Coordinator
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