



May 11, 2020

Colleagues,

As Governor Cuomo has stated in his daily briefings, the actions taken by New Yorkers – including observing social distancing guidelines, wearing masks, and limiting travel to essential trips – have all helped flatten the curve and reduce the spread of COVID-19. The MTA, working in concert with our labor partners, has also taken swift and immediate actions to protect the health and safety of you, our valued employees, and our customers. We've instituted daily temperature checks at more than 70 reporting locations, partnered with health care providers to prioritize COVID-19 testing for our employees, and distributed millions of gloves, masks, and other PPE.

Our Human Resources team, led by Chief People Officer Paul Fama, has consistently communicated policy and guidance on key topics including COVID-19 leave options, available childcare options for essential workers, and guidance on working from home where appropriate, in accordance with the Governor's directives. As New York State begins to plan for a phased reopening on a limited, region-by-region basis, you may be wondering what that means for MTA employees. **All non-essential MTA personnel, as defined by a New York State memorandum issued March 15th, should continue to follow the MTA's March 27th guidance (attached as reference) to remain home and telework until otherwise directed.**

We appreciate all that you have done throughout this crisis to help keep the system operating. So many of you continue to show up, day in and day out, to provide essential service on subways, buses, and commuter railroads. You have also helped bring our cleaning operation to a new level as we fully disinfect rolling stock every 24 hours, to ensure a safe environment for our workers and customers who still need to make essential trips.

While it is true that individual behavior has helped to reverse the trajectory of COVID-19, it is also apparent that the actions that every one of us takes from this point forward will continue to shape the course of this pandemic. Therefore, it is more important than ever that we honor our colleagues – the heroes moving heroes of this public health crisis – by continuing to limit non-essential travel and preserve space in the system for health-care workers, first responders, and other essential workers.

Let's each do our part to help ensure the system continues to provide safe, reliable, essential service. We appreciate all your hard work and dedication in keeping New York moving through this time, and we're here for each of you as we navigate this together.

Thank you, be safe, and stay healthy.

Patrick J. Foye
Chairman & Chief Executive Officer
Metropolitan Transportation Authority

The agencies of the MTA

MTA New York City Transit
MTA Long Island Rail Road

MTA Metro-North Railroad
MTA Bridges and Tunnels

MTA Construction & Development
MTA Bus Company

Memorandum



Date March 27, 2020

To Distribution

From Paul Fama, Chief People Officer

Re Non-Essential Employees – Update

On March 15, 2020, Governor Andrew Cuomo released a memorandum directing all non-essential state employees to not report to work for two weeks. Although a new directive has not yet been released, we are informed that New York State non-essential employees have been directed to stay home, and the March 15 memo has not been rescinded.

As such, all non-essential MTA employees should remain home until otherwise directed. To the extent that a non-essential employee can telecommute, they should continue to do so. Employees will **not** be charged their accruals to fulfill this directive until further notice is provided.

Please cascade this message to your reports and any additional recipients as necessary. Thank you for your cooperation as we continue to navigate through this health crisis.