



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
OFFICE OF THE SECRETARY
P.O. Box 41101 • Olympia, Washington 98504-1101

March 23, 2020

TO: All DOC Staff

FROM: Stephen Sinclair, Secretary

SUBJECT: Governor Inslee's Stay Home, Stay Healthy Proclamation

Earlier tonight, Governor Inslee issued a statewide **Stay Home, Stay Healthy** proclamation to combat the spread of COVID-19. We expect many of you have questions regarding the impact of this proclamation on our daily operations. While we can't predict what the coming weeks and months look like, we can share what we know now and promise to continue to provide updates if anything changes.

Per our enabling RCWs, we are required to continue the operation of our prisons, supervision of individuals in the community who are most at-risk to reoffend, and the vital day-to-day operations of the agency. As such, **DOC employees are performing essential functions** and travel to and from work for assigned work shifts is exempt from the stay home order.

We have already made broad changes to telework assignments and these remain in place. Please do not report to work if you are currently teleworking. All employees should continue to report to work under the same operational conditions as they did today (e.g., report to facility or telework). While not traveling to and from work, we expect employees will comply with Governor Inslee's directive.

You will continue to receive updated information from us regarding our response to COVID-19. If you have questions, concerns, and/or information requests, please direct them doccovid19@doc.wa.gov.

We, along with all Washingtonians, have a responsibility to help 'flatten the curve.' By limiting our activities to only those deemed essential (e.g., work, grocery store, doctor appointments, etc.), we can make a positive impact on the health and safety of our families and communities. Please take care of yourselves, stay positive, social distance and remember to wash your hands.

"Working Together for SAFER Communities"