



March 20, 2020

As you may be aware, the Governor of CA has signed Executive Order N-33-20 mandating California residents to stay home except for [essential needs](#). This went into effect Thursday, March 19th and is in place until further notice.

In a collaborative partnership with you, we will provide you with guidance as to how to interpret this law as it relates to the operations of your business. Many businesses have already instituted working from home, either self-elected or as a requirement requested of employees. Unless your business is needed to maintain the operation of [federal critical infrastructure sectors](#), it is recommended that you immediately have all employees work remotely from their homes. This is the time to take necessary measures to ensure you limit any exposure your employees may have by reporting to a work site. Not only is this perhaps the best way to ensure compliance with the executive order, but also a prudent step to limit your exposure to litigation should someone get sick post-Stay at Home order.

We are here to support your team and assist with this transition as you look to notify your employees of what their next steps may be to transition to a remote workforce. We also understand working remotely may not be possible for some employees and/or positions. We can partner with you to discuss creative, alternative strategies, such as a reduction in hours. While it may not be an easy decision, if termination is the best course of action, we can help you navigate the logistics and legalities.

This is an uncertain time for so many businesses and difficult decisions are being made hour-by-hour. We are here to assist and support you and your team through this unprecedented time.

Warm wishes,

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