

Dear TVA Business Partner:

Many of our Suppliers, Vendors, and Contactors have questions about doing business with TVA in this challenging time of COVID-19.

TVA's goal is to keep our employees, business partners, customers and their families safe and healthy, while also ensuring we continue delivering our vital mission of service.

The following is a summary of TVA's current status with regard to our business partners as of March 19, 2020.

- TVA is still open for business. Although many of our employees are practicing social distancing by teleworking from home, our generation sites are open and working to supply power to the TVA Service Area.
- TVA is still accepting deliveries. Our receiving staff have been directed to utilize Personal Protective Equipment (PPE) and to limit exposure to delivery personnel. Sites may provide special instructions to delivery personnel until the COVID-19 threat has subsided.
- TVA's on-site projects are still ongoing at present. If further personal contact restrictions need to be enacted in the future, Contractors will be notified by the appropriate TVA Contracting Officer or Contract Technical Steward (CTS).
- Depending on individual contractor's job responsibilities and requirements, telework may be an option. Staff Augmentation contractors must work directly with their contract partner and/or supervisor on further guidance regarding telework eligibility. Ultimately, TVA must approve prior to the commencement of any telework. TVA strongly recommends eligible contractors complete the established telework agreement and training; however, it is not a requirement for contractors at this time.
- TVA does have new temporary travel restrictions that we ask Contractor Management to implement immediately.
 - **International business travel is restricted to Mission Essential purposes only.**
 - **Personal international travel is strongly discouraged.**
 - **Business travel is still permitted within the TVA Service Area.** TVA contractors are urged to use caution, limit travel to Mission Essential purposes, and telework whenever possible. There are currently no restrictions on staff commuting across state lines to report to their regular duty stations.
 - **Domestic business travel to locations outside the TVA Service Area is restricted to Mission Essential purposes only.**
 - **Consistent with federal guidance, personal domestic travel is discouraged at this time.**

The guidelines for returning to work following travel are as follows:

- **International travelers returning on or after March 19, 2020, including cruise ship returnees, must complete a 14-day self-isolation before returning to a TVA facility.**
- **Following domestic business or personal travel, individuals who have symptoms consistent with COVID-19 or who believe they may have been exposed to COVID-19 should not return to work.**
- To help ensure continued business operation support, please inform your Supply Chain Contracting Officer of any current impacts within your organizations that may limit your ability to provide TVA with continued contract material and/or labor services support moving forward.

To say that TVA is open doesn't mean "business as usual" however. All contractors need to implement common-sense measures to protect their employees, TVA employees and the public. These measures include:

- **Monitor your employees** – If someone feels bad, has a fever or displays any flu-like symptoms, send them home. Any employees who feel sick or are sick need to stay away from the work site.
- **Implement social distancing as much as possible** – Limit gatherings of employees to 10 or less. This certainly applies to pre-job briefings, breaks and lunch. Stagger the work force, if required, to control gathering size.
- **Clean & disinfect meeting/break/lunch areas** – Areas should be wiped down using disinfectant cleaner before and after each meeting/break/lunch. Common contacted items such as doorknobs/handles, microwave oven handles & touchpads, coffee pot handles, refrigerator handles, etc. should also be disinfected regularly.
- **Continue to practice good personal hygiene** – Employees must wash their hands with soap and water for at least 20 seconds each time. Hand washing before and after each meeting/break/lunch and frequently throughout the day is recommended. Hand sanitizer can be used throughout the day but hand washing with soap is more effective.

If you have additional questions about your business relationship with TVA, please contact your Contracting Officer or Contract Technical Steward. If you need further assistance identifying an appropriate TVA contact, please email vendor2@tva.gov.

These policies may change at any time as the COVID-19 situation unfolds. For further updates to TVA's policies during the COV-19 Outbreak, please visit our Supplier Connections website at: <https://www.tva.com/Information/Supplier-Connections>