



Office of State Human Resources

ROY COOPER
Governor

BARBARA GIBSON
Director, State Human Resources

MEMORANDUM

TO: Agency Human Resources Directors
CC: Agency Heads and Chief Deputies
FROM: Barbara Gibson, State Human Resources Director
DATE: May 6, 2020
RE: Extending Provision 3 through May 22

Thank you for your patience as we continue to plan for a safe return to work within state government. As announced yesterday by Governor Cooper, the state will transition to Phase 1 on Friday, May 8, 2020 and this phase continues through May 22, 2020. Consistent with Governor Cooper's Executive Order 138 and in following with the three-phased approach, the attached State of Emergency Leave Provision 3 is being extended through May 22, 2020. The eligibility guidelines remain the same. The expanded Community Service Leave continues through Phase 1, as well.

Throughout Phase 1, the Stay at Home order remains in place and continued teleworking by state employees is strongly encouraged. At some agencies, decisions to reopen some locations during Phase I to the public are being made (such as state parks and trails). As agencies open locations under these loosened restrictions, continue to promote social distancing by reducing the number of people on site, providing six feet of distance between desks, and/or staggering shifts. As you communicate with employees any plans to reopen, please include the safety and health provisions that are being made to ensure their safety at the worksite to proactively address their concerns. We encourage you to reach out to Nancy Astrike at Nancy.Astrike@nc.gov or 984-220-6127 to discuss any concerns you receive from employees.

The OSHR/agency workgroups are hard at work preparing documents and guidelines to help agencies with their plans as we look towards Phase II and beyond. As these are finalized, we will share them with agencies and discuss during our scheduled meetings.

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