

# CITY OF TORRANCE INTEROFFICE COMMUNICATION

Date: May 20, 2020

TO: ALL USERS

FROM: LeRoy J. Jackson, City Manager

SUBJECT: LA County Public Health Department's Revised Orders – 5/13/2020

As communities in California continue to slowly reopen, the LA County Health Officer issued revised orders on May 13, 2020. The Order's intent is to continue to ensure that County residents remain in their residences as much as possible, and to limit close contact with others outside their household in both indoor and outdoor spaces.

Much of the revised orders pertain to reopening of businesses. These are key highlights that impact the Torrance workplace, and serve as a good reminder of practices to help keep us all safe.

- **Wear a cloth face covering** whenever there is or can be contact (within six feet of physical distance) with others who are non-household members in both public and private places. This is especially critical in shared spaces.
- **Follow social (physical) distancing** guidelines while in the office or in the field by maintaining at least six (6) feet of physical distance from the public and coworkers.
- **Wash hands frequently** with soap and water for at least 20 seconds, or using hand sanitizer that contains at least 60% alcohol.
- **Stay at home or go home as soon as possible if you begin to feel unwell**, even if you have mild symptoms. If you are sick, please stay home for 10 (ten) days since symptoms started, and at least 72 hours after you no longer have a fever or symptoms without the use of fever-reducing medicines, whichever is longer.
- **Clean and disinfect frequently** touched objects and surfaces using a regular household cleaning spray or wipes. At the City, please take the opportunity to wipe down your work station at 10:00 a.m. and 4:00 p.m. each day.

Please continue to review the County of Los Angeles Department of Public Health website ([www.PublicHealth.LACounty.Gov](http://www.PublicHealth.LACounty.Gov)) for the latest information on the County's response to COVID-19.



LeRoy J. Jackson  
City Manager

cc: Mayor and City Council