



# City of Palm Springs

## Office of the City Manager

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## MEMORANDUM

**DATE:** April 27, 2020  
**TO:** All Essential Employees  
**FROM:** David Ready, City Manager  
**RE:** Designation of Employees as Critical Infrastructure Sector Workers

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This memorandum is to advise you that the City of Palm Springs has designated your job position as necessary to maintain the continuity of public operations to the public, including services necessary for the City to respond to the public health emergency caused by COVID-19.

On March 19, 2020, Governor Gavin Newsom issued Executive Order N-33-20, ordering "all individuals living in the State of California to stay home or at their place of residence *except* as needed to maintain continuity of operations of the federal critical infrastructure sectors." On March 22, 2020, the California State Public Health Officer issued a list identifying the types of workers that may be essential to the services provided by these critical infrastructure sectors.

Consistent with the Executive Order of March 19, 2020, your designation as a Critical Infrastructure Sector Worker requires that you report to work unless the City authorized you to telework from your home or your place of residence. While the City may later determine that you are not required for maintaining the continuity of public service operations (i.e., employees who are not consider "Critical Infrastructure Sector Workers") this order would then require you to remain at your home or your place of residence, the City presently deems that your position is necessary to maintain the continuity of public operations to the public and must, therefore, report to work.

As a Critical Infrastructure Sector Worker employee, you may not qualify for the use of certain leave and compensation benefits under the Families First Coronavirus Response Act ("FFCRA") if you are seeking such leave for the qualifying reason of being unable to work or telework due to a federal, state, or local quarantine or isolation order. However, you may still qualify for leave and compensation benefits under the FFCRA for other qualifying reasons.

The City appreciates the vital work you are doing to support the City's operations and the service and sacrifice that you have made and continue to make for and on behalf of the City and its residents.