

# SPECIAL ANNOUNCEMENT

March 17, 2020

## COVID-19 Onsite Subcontractor Update

The COVID-19 pandemic continues to be a dynamic and fluid situation. As of today, Sandia-New Mexico (SNL-NM) is still operational and work is being performed.

Critical information for you to know today is as follows:

### International travel

Anyone who has recently travelled internationally (either for business or personal travel) should follow Centers for Disease Control and Prevention (CDC) Guidance or contact their Sandia Subcontracting Professional (SP) or their Sandia Delegated Representative (SDR) for the latest guidance prior to arriving on SNL-NM premises. For additional information regarding COVID-19, see current [travel guidance](#) from the CDC and the [CDC's information page](#).

At this time, international and domestic travel on any Sandia subcontract is subject to increased restrictions. Please coordinate all travel with the SP and SDR for pre-authorization and in accordance with your subcontract terms.

### Kirtland Air Force Base has modified access procedures

KAFB is asking members of the Sandia workforce who have been out of New Mexico on personal travel on or after Saturday, March 14, 2020, to not return to KAFB until 14 days after their return to the state. This requirement, which is in effect until further notice, applies to subcontractor personnel who either work on KAFB or need to come onto base property.

As you enter the gates, hold onto your badge and show the back barcode to gate security. Do not hand it to them. Once your card is scanned or reviewed, follow directions from security officers.

### Health and safety procedures

Practice social distancing. Maintain a 3-6-foot distance between yourself and others, whenever possible.

If you can perform work offsite, do so in coordination with your company processes, your subcontract terms and conditions and your SDR and your SP.

**For questions, please contact your SP to discuss your specific situation.**



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