

This message shared on behalf of the Governor's Coronavirus Disease 2019 (COVID-19) Task Force:

State Employee Colleagues,

As you likely heard, North Carolina reported its first case of COVID-19 (the new coronavirus) on Tuesday. The Governor's Coronavirus Disease 2019 (COVID-19) Task Force, with teams in the Division of Public Health and N.C. Emergency Management, has been preparing for and responding to this situation in a large coordinated effort with federal, state and local partners.

The most up-to-date information about COVID-19 and the state's preparation efforts is available on the [NCDHHS COVID-19 website \[ncdhhs.gov\]](https://www.ncdhhs.gov/covid-19), which has a number of resources and guidance for individuals, groups and organizations that will be updated regularly. The [CDC COVID-19 website \[cdc.gov\]](https://www.cdc.gov/covid-19) also provides useful resources and ongoing updates for the general public and specific groups. Please share this information with key stakeholders, community members, family and friends.

As we learn more about the virus and its impacts, it is critical that we all stay calm, thoughtful and diligent in our response. There are some practical things we can all do to prevent the spread of any respiratory illness, such as cold or flu:

1. Wash your hands often with soap and water for at least 20 seconds.
2. Avoid close contact with people who are sick.
3. Avoid touching your eyes, nose and mouth.
4. Stay home when you are sick.
5. Cover your cough or sneeze with a tissue, then throw it away.
6. Clean and disinfect frequently touched objects, such as your cell phone, computer and other surfaces using regular household cleaning products.

If you have questions about specific situations or issues, please bring them to your agency Human Resources Office. People who have general questions about COVID-19 can call the 24-hour State Coronavirus hotline toll free at 866-462-3821.

As always, thank you for your service to the people of North Carolina.