



July 16, 2020

TO: AT&T SE Local Presidents, District 3 Staff & Secretaries

FROM: Nicholas Hawkins, Assistant to the Vice President

SUBJ: AT&T Southeast/BST – Field Services – COVID-19 Workplace Entry Assessments

This morning, the District 3 office received the following update in relation to the COVID-19 Work Place Entry Assessments for the Field Services organization:

Relating to the COVID-19 pandemic, Field Services management and non-management employees are required each workday to successfully complete a COVID-19 Workplace Entry Assessment with a result of “Cleared for Entry” before entering any AT&T location or engaging in any customer in-person interaction.

All bargained and all other non-exempt employees must complete the COVID-19 Workplace Entry Assessment steps at the start of their shift each workday while on work time. Employees reporting to an AT&T location must complete the COVID-19 Workplace Entry Assessment immediately prior to entering the AT&T location.

If an employee does not have access to their COU device until after entering their assigned AT&T location, unless directed otherwise they must immediately access their COU device upon entering the location, complete the COVID-19 Workplace Entry Assessment, and proceed as indicated.

Home Dispatch Technicians or others reporting to a customer location must complete the COVID-19 Workplace Entry Assessment in their vehicle while safely parked within a block or two of the customer’s location.

****Note: Completion of the Workplace Entry Assessment is currently voluntary for non-management employees, except in areas where there are applicable mandatory screening requirements (which are separately identified). If a non-management employee does complete the Assessment (whether voluntary or required), the directions in this training are mandatory.***

Please note that distribution of this information does not constitute an agreement or acceptance on behalf of the Union. Should any additional information on this issue become available, we will notify Staff and Local Presidents.

cc: Richard Honeycutt, Vice President, District 3
Billy O’Dell, Administrative Director to the Vice President
Angie Wells, Administrative Director to the Vice President
Robert Weaver, District 3 Legal Counsel