



HARWICH COVID-19 GUIDANCE DOCUMENT #8

EFFECTIVE 4:00PM EST, MARCH 20, 2020 AND UNTIL FURTHER NOTICE

TOWN OF HARWICH INITIATING MINIMUM REQUIRED STAFFING LEVELS FOR ALL PERSONNEL IN ALL LOCATIONS (EXCLUDING POLICE & FIRE); MANY SERVICES WILL BE LIMITED

March 22, 2020

[THIS GUIDANCE DOCUMENT NULLIFIES GUIDANCE DOCUMENT #4]

Out of an abundance of caution for our employees, effective as of the close of business on Friday, March 20, 2020, the Town of Harwich initiated minimum required staffing levels for all personnel in all locations (excluding Police & Fire).

Employees should remain in contact with and seek direction from their Department Head or supervisor on work assignments and other protocols.

We ask the public to remain patient as we continue efforts to ensure government operations and processing within this new guidance.

Please be aware that many standard government programs and services will be limited or curtailed during the week of March 23, 2020. Staff is working diligently on creating new procedures and protocols for processing work and services to enact as soon as practicable.

These steps are necessary to ensure adequate staffing resources for all departments as well as redeploy certain personnel in support of critical services and programs in support of individuals in highly susceptible demographics including vital efforts on caring for homebound individuals.

Please see the Town of Harwich's website at <https://www.harwich-ma.gov/> and/or Channel 18 as more information becomes available. Specific information on how to access government services will be released as soon as possible.

While these steps cause inconvenience for some they are intended to provide critical care services to our most needy citizens. These are times when community is redefined and our commitment to each other is of paramount importance.

Respectfully submitted,

Joseph F. Powers
Interim Town Administrator