



OFFICE *of the*
DIRECTOR *of* NATIONAL INTELLIGENCE

New York Metropolitan Area Travel Self-Isolation Guidance

As the situation around the spread of the Coronavirus (COVID-19) continues to evolve, we will adjust ODNI guidance to ensure the safety and well-being of our workforce. Please see the updated travel guidance below:

New Self-Isolation Requirement for Personnel Returning from New York Metropolitan Area:

Due to the widespread community transmission of COVID-19 in the New York metropolitan area, the White House recommends self-isolation for anyone who departed this area in the last few days. In response to this recommendation, effective immediately, all ODNI personnel who departed the New York metropolitan area since 18 March 2020 are required to self-isolate for 14 days. If you fall into this category, please report your self-isolation period to your manager.

If, as a manager or supervisor, you are aware of an employee who is currently not at work and has recently returned from the New York metropolitan area, please reach out to them and share this guidance so that they know not to return to the office until their period of self-isolation is complete.

As with other self-isolation policies, the 14-day period begins from the date of departure from the area. The ODNI is including the following neighboring counties as part of the New York metropolitan area: Nassau, Suffolk, Westchester, Rockland, Middlesex, Hudson, Bergen, Passaic, Essex, Union, New Haven, Litchfield, and Fairfield.

- If you have returned to work after travel to the New York metropolitan area, you must begin your self-isolation immediately for the remainder of 14 days from the date of your departure from the New York metropolitan area (e.g., if you returned 10 days ago, you should take 4 days for self-isolation).
- If you experience common symptoms (e.g., fever, dry cough, or shortness of breath) or suspect you have COVID-19 (see [cdc.gov](https://www.cdc.gov) for more information), call ahead to your nearest local emergency room or local health department for guidance on next steps. If you are confirmed to have COVID-19 or have been in sustained,

close contact with someone who is confirmed to have COVID-19 and you have symptoms, please inform OMS and your supervisor immediately.

- Once you have self-isolated for 14 days from the date of return from the New York metropolitan area, and if you are not showing any signs of illness, you may return to work. Please consult your supervisor to determine your up-to-date status.

Stay in Touch with Your Manager:

We must remain nimble in our response to the COVID-19 outbreak, and that includes updating our guidance.

Supervisors and managers should have updated phone and email lists for their staffs, both in and out of the office. Regular outreach to your teams is critical to ensure information is shared, and I encourage all officers to remain in communication with your teammates and leadership as we face this challenge.

Stay connected through the ODNI's intranet site the Dispatch's Coronavirus Resources web page, the low side information through www.dni.gov, and through the ODNI's Incident Management Team (IMT) at (703) 275-1477.

Thank you,
Deirdre M Walsh
Chief Operating Officer