

Dear Colleagues,

We are only a few days away from welcoming employees back to our new hybrid work environment! The Office of Mission Support, EPA leadership, and your management teams have been working hard to make sure that our facilities and YOU are ready to start returning to the office.

Your health and safety continue to be our top priority and we are closely tracking cases and trends around the country using the Centers for Disease Control and Prevention community levels. I encourage you to check the <u>EPA Facility Dashboard</u> to see current conditions in your area. As we make our way through this transition, we are committed to following the data so that we can take sensible precautions at each of our facilities.

Over the past two years, we have learned a lot about COVID-19, and we have the tools we need to protect ourselves and each other. I am confident that as we welcome you back to the office that we will be able to do it safely and smartly.

And speaking of returning to the office, I am thrilled to share with you some of the tips and tricks your colleagues shared with us this week. So, without further ado...



I also invite you to share your input with us through a series of short, anonymous "Snapshot" surveys (<10 questions) we will be rolling out soon. These surveys will allow us to track how things are going and to obtain your perspectives on key areas related to our hybrid work environment. The first <u>Snapshot Survey</u> is available now and will be open until close of business **Friday**, **April 29**, **2022**. Please make sure you connect to EPA's Virtual Private Network (VPN) before taking the survey. Your input is very important to us and to maintaining open communication as we shape our work environment at EPA. We will share the results of the surveys with everyone. If you have any questions about this effort, please contact Matthew Bell at bell.matthew@epa.gov.

Lastly, I wanted to highlight that later today we will be distributing a special edition of "This Week @ EPA" that is packed with useful information on returning to the workplace. I encourage you to check it out.

As always, thank you for all your hard work and for everything that you do to carry out the mission of EPA. We could not deliver critical public health and environmental benefits to our nation without each and every one of you. I am so proud of the work that we do together. So, as we head into our facilities next week, I encourage everyone to take a moment, plan for next week, be patient with yourself, and be kind to one another.

We are one EPA. We can't wait to see you!

Janet McCabe Deputy Administrator