

Earlier today, Exelon CEO Chris Crane announced several policy updates to further ensure the health and safety of our employees and local communities as we manage through the coronavirus health crisis. These include social distancing, washing hands frequently, staying home if we are sick and encouraging remote-enabled employees to work from home when possible.

**Helpful Information:**

**IT Support:**
1-877-9EXELON

ITServicedesk@exeloncorp.com

**General HR Inquiries:**

1-877-7EXELON

HRTransactions@exeloncorp.com

**Remote Technology**

Test your access. This [IT Guide](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcdn2.hubspot.net%2Fhubfs%2F423994%2FCOVID-19-IT-Remote-Access-Info%2520(003).docx&data=02%7C01%7CDeena.O%27brien%40exeloncorp.com%7C459be542821b492d103608d7c8362757%7C600d01fc055f49c6868f3ecfcc791773%7C0%7C0%7C637198007253492773&sdata=Ia7EfZOkkuVgvyfS9xbvqIHtUkHhVEUT%2By8ukuqiHm0%3D&reserved=0) can help. Use [Exelon Service Now](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fexelonnow.service-now.com%2F&data=02%7C01%7CJeffrey.Myers%40constellation.com%7C30e1d0b86a984769f57708d7c830b653%7C600d01fc055f49c6868f3ecfcc791773%7C0%7C0%7C637197983879785770&sdata=8QTCgb6pyqGZG79AnoZCBgZSuTTU4iU7dcjjCEFMAN0%3D&reserved=0) for additional chat support, guides and other IT requests.

**Practice Good Hygiene & Social Distancing**

Regardless of your work location, please practice [good hygiene](https://www.cdc.gov/coronavirus/2019-ncov/downloads/community-mitigation-strategy.pdf) and [social distancing](https://www.cdc.gov/coronavirus/2019-ncov/downloads/community-mitigation-strategy.pdf) whenever possible.

All employees are **strongly encouraged** to avoid places where large numbers of people gather, including airports, airplanes and trains.

**Back-up Childcare**

Don’t forget about the [Bright Horizon’s benefi**t**](https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fmyexelon.exeloncorp.com%2FExelon%2FLocations%2Fnews%2FPages%2FLearn-More-About-Bright-Horizons-With-.aspx&data=02%7C01%7CDeena.O%27brien%40exeloncorp.com%7Cc53d3c3185dd40c3f25108d7c834a763%7C600d01fc055f49c6868f3ecfcc791773%7C0%7C0%7C637198000908607092&sdata=t76%2F35Bp%2Botcb8vzqYVsuCvhm7q8ltSoGHt6%2B8K7s%2Fk%3D&reserved=0), which covers both regular back-up childcare and crisis care (if local Bright Horizon’s facilities are closed) for up to 10 days. You need to register for either option in advance.

**Update Contact Information**

All employees should [update their contact information](https://nam04.safelinks.protection.outlook.com/?url=http%3A%2F%2Fexeloncorp-1.hs-sites.com%2Fcoronavirus-qa-1%23personal-preparedness&data=02%7C01%7CDeena.O%27brien%40exeloncorp.com%7C81385a5a148646e1626508d7c8375149%7C600d01fc055f49c6868f3ecfcc791773%7C0%7C0%7C637198012220157920&sdata=vxVAlNQnyFdHzYbxfdC1LkZ0p0OL%2Bf78n5F7mzzlLbc%3D&reserved=0) in case the company needs to contact you quickly.

**Get a Flu Shot**

Getting the flu will weaken your immune system, making you more susceptible to other illnesses such as COVID-19. If you haven’t already, be sure to get a flu shot.

I would like to share some further guidance on what these decisions mean to Power employees as we work to limit the spread of the virus. Effective Monday, March 16 through April 30, we are instituting the following work from home policy in Power.

• Remote-enabled employees, or those who are able to perform their work functions remotely, are strongly encouraged to work from home. We have not closed any of our work locations, so your primary office will not be off limits. If you need to return to the office to pick up any items needed to perform your work remotely, you may do so. But our objective here is to help create as much social distance as possible for those employees whose roles must be completed within one of our office locations.

• Non-remote-enabled employees, or those whose work functions must be completed within the office/plant environment, will continue to report to their primary work location and use the safety precautions that Chris detailed earlier.

If you have any questions about whether your role is designated as remote-enabled or non-remote enabled, please ask your direct supervisor. I’ve included a list of additional company resources for your review and I encourage you to bookmark and continue to frequently check the Exelon Coronavirus Information Center. I am committed to keeping you updated as new information is available. Meanwhile, please continue to look out for one another, be safe, and reach out if you have any additional questions.

Thank you for your commitment to safety, to each other and to our business during this challenging time.

John