



NATIONAL MEDIATION BOARD WASHINGTON, D.C. 20005

FROM: Linda A. Puchala
Chairman of the Board

A handwritten signature in black ink that reads "Linda A. Puchala".

DATE: April 15, 2020

SUBJECT: NMB Washington, D.C. Office Temporarily Closed – April 15 & 16, 2020

The National Mediation Board (NMB) has temporarily closed its office at 1301 K Street, NW, Suite 250-East, Washington, D.C. to all visitors for two days, April 15 & 16, 2020. The NMB is taking this action after being alerted that one of our employees in our Washington, D.C. office was in close contact with an individual who tested positive for the Coronavirus-COVID-19. In the meantime, a deep cleaning of the NMB's suite, and common spaces, such as the elevators, will be undertaken during this period.

Our Washington, D.C. employees will telework until further notice, as a part of our Coronavirus-COVID-19 contingency plan. The public can contact the NMB by leaving a voicemail at (202) 692-5000 and your call will be returned.

The Board will continue to keep the public informed of further developments.