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## GENERAL CIRCULAR NUMBER 2020-017

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**DATE:** March 23, 2020

**TO:** Heads of State Agencies and Human Resources Directors

**SUBJECT:** COVID-19 – No. 10: STAY AT HOME PROCLAMATION

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This general circular provides continued guidance to frequently asked questions from state agencies in light of the continuing COVID-19 crisis.

In accordance with the Governor's [Proclamation Number 33 JBE 2020: Additional Measures for COVID-19 – STAY AT HOME](#) issued on March 22, 2020, all state buildings are closed to the public, effective immediately. **The Governor's proclamation has not officially closed state offices or the customary functions performed by state employees; therefore, the provisions related to official office closures as outlined in Chapter 11 and Chapter 21 of State Civil Service Rules do not apply at this time.** State Agencies should continue to follow the provisions of the Emergency Rules outlined in Chapter 27 for classified employees.

The provisions provided in the Governor's order are effective from 5:00 p.m. on Monday, March 23, 2020, to Monday, April 13, 2020, unless terminated sooner.

If there are any questions about the information in this General Circular, please contact your Agency Relationship Manager.

Please continue to monitor our website and social media platforms for updates and/or changes to the situation.

Sincerely,

s/Byron P. Decoteau, Jr.  
State Civil Service Director