



March 30, 2020

Dear Valued Contractors:

As concerns over COVID-19 (Coronavirus) continue to grow, Idaho Power (IPC) wants to provide you with an update on how we are addressing the issues. Idaho Power takes very seriously its obligation to continue to provide reliable electrical services to our customers while keeping the safety of our employees as our top priority. To accomplish that, Idaho Power has made significant changes internally to address COVID-19, including remote work, social distancing, and self-assessments in certain areas, among other preventative measures.

We believe it is important to take additional actions to prevent the spread of the virus between our employees and contractors. Our decisions are based on guidance from health authorities, advice from Idaho Power's external medical director, and actions taken in our local communities. We want to ensure that you are aware of the following additional safety measures being implemented in our 24/7 operational facilities, and likely in other operations centers in our service territory.

Idaho Power is implementing additional requirements below for contractors (and sub-contractors) entering an Idaho Power 24/7 operational facility.

Effective immediately, contractors and sub-contractors must complete a self-assessment prior to entering Idaho Power 24/7 operational facilities. If the contractor or sub-contractor answers "YES" to any of the following questions, the contractor or sub-contractor is prohibited from entering the Idaho Power facility.

1. **FEVER:** Is your temperature greater than or equal to 100.4° F? *NOTE: Your temperature must be less than 100.4° F without the use of aspirin, acetaminophen, ibuprofen, or any other fever reducing medication.*
2. **SHORTNESS OF BREATH:** Do you have new shortness of breath or difficulty breathing (that cannot be attributed to another health condition)?

3. **COUGH:** Do you have a new persistent cough (that cannot be attributed to another health condition)?

[This poster](#) outlines the requirements and will be posted at 24/7 operations. **Please note, contractors and sub-contractors may be required to perform this self-assessment at any Idaho Power operations facility.**

Idaho Power does not expect individual employees of contractors to provide documentation regarding the daily self-assessment, but IPC leaders and employees may ask contractors to confirm they completed the self-assessment. Please notify your employees of this new requirement to ensure they are not surprised by the poster or the request. Contractors who confirm they have not performed the self-assessment will not be permitted to enter IPC facilities until they confirm they have completed it.

This requirement is in addition to the measures you agreed to implement in the COVID-19 Affirmation and Agreement you signed. We appreciate your continued compliance with those requirements.

The products and services you provide are important to us, and we appreciate your cooperation in working with us through these challenges and for your continued support.

Best Regards,

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