Salt Lake City is modifying essential City operations to continue providing high quality services while protecting the health, safety, and general well-being of employees and community members. The Readiness Actions Modification Plan (RAMP) addresses the recent and highly disruptive changes of COVID-19. It creates a common framework across City operations to evaluate best health and safety practices for Salt Lake City's workforce.

The RAMP

Is a citywide guide on how SLC will modify operations to continue performing & providing essential functions

Categorizes City employees into 5 work environments, as City employees do not have universal work risks.

Summarizes impacts & internal & external guidelines for each work environment based on risk level.

Four Risk Levels

The RAMP presents staff a high-level overview on when and how to modify departmental functions during an emergency. It uses a four-tiered system to reflect the varying levels of risk during an emergency response activation.

High Risk

The situation poses a major risk to residents, visitors, and staff. City operations will be modified or suspended due to absenteeism or to prevent the spread of disease. Gatherings, activities, and some non-essential functions may be ceased for a period of time.

Moderate Risk

The situation poses a significant risk to residents, visitors, and staff. City operations and activities may be modified or canceled due to absenteeism or to prevent the spread of disease.

Low Risk

The situation poses a minor risk to residents, visitors, and staff.

New Normal

The situation poses a minimal immediate risk to residents, visitors, and staff. The City continues to conduct normal business and monitor threats.

Employees should regularly check slc.gov/ramp/ for department & division updates
**Work Environment Guide: Public Infrastructure/Utilities**

Employees who are in the field working on infrastructure, utility maintenance, and repairs.

*Examples: Facility maintenance, streets, landscaping, etc.*

**When in Red Through Yellow Risk Levels, Employees Should:​**

- Disinfect high-touch areas
- Social distance
- Mask & PPE required
- No contact with others
- Stay home if ill

**Red**

- **Reductions and modifications made to services provided**
  - No shared tools
  - Adjust operations to prevent group gatherings
  - Do not share office equipment/tech.
  - Modify schedules
  - Cash payments in drop boxes
  - Virtual external communication
  - 1 person per vehicle
  - Employee health screening mandatory

**Orange**

Employees should follow both **RED & ORANGE guidelines** at orange risk level:

- **Reductions and modifications made to services provided**
  - Review schedule modifications

**Yellow**

- **Modifications made to services provided**
  - Employee health screening mandatory
  - Flexible work arrangements
  - Limited tool & vehicle sharing
  - Virtual communication when possible
  - Cash payments in drop boxes

**Green**

Normal business hours and schedules resume:

- **All services provided as usual**

Work accommodations should be submitted to HR. Regularly visit slc.gov/ramp for updates.