

# Systems and Operations



## Vendor Management Office

### **To Our Vendors: Coronavirus Update #2**

Like many of you, Citizens continues to learn more about the coronavirus (COVID-19) and how it is impacting our world. For Citizens, that also means understanding how it affects our employees and our policyholders, and then making the necessary adjustments to our work and operations.

We are closely following the State of Florida Department of Health and Centers for Disease Control guidelines and recommendations on the steps Citizens can take to help prevent the spread of coronavirus. Per those recommendations, we have for the time being cancelled employee meetings with large gatherings and are restricting nonessential access to Citizens locations.

Until further notice, we are asking vendors to follow a strict no visitation policy for any nonessential reason such as vendor presentations or account reviews. We are not, currently, restricting physical access to vendors who provide essential services at or for Citizens facilities. If you have questions, please reach out to your Citizens Contract Manager.

Thank you for your understanding and mutual commitment to everyone's safety.