

To all AGMA Signatory Companies:

**Globally, businesses are confronting the spread of the coronavirus (COVID-19) outbreak. We understand this is a rapidly changing situation and want to assist all our signatory companies in maintaining a safe workplace. As you know, due to the close contact of artists, our community is particularly susceptible at work. We know that everyone's number one priority is protecting the health of our members, employees, and others, while maintaining business continuity.**

To ensure the safety of our members during work, rehearsals, and performances, if you have not done so already, please take the following precautionary measures:

1. Advise artists to stay home and seek appropriate medical care if they, or a member of their household, is sick. Any artists who comes to work exhibiting symptoms should be asked to leave. You should encourage the use of sick leave and paid time off for such purposes.
  - a. We understand that not all of our artists have ample sick time. AGMA asks companies to consider extending paid sick leave or reach out to us to discuss contingencies if artists out with Covid-19 related symptoms are likely to exhaust allotted sick time.
  - b. Contact us immediately if any AGMA member is in jeopardy of losing health care coverage as a result any changes in employment or scheduling of performances.
2. Provide AGMA with any communications or instructions you have already shared with our represented employees and alert AGMA to any contingency plans being considered.
3. Increase efforts to disinfect high-touch surfaces, door handles, rehearsal, and performance spaces. Such cleanings should be conducted several times during the day and night, depending on activities, in the applicable areas. Provide hand alcohol-based hand sanitizer with at least 60% alcohol.
4. Advise all artists of preventative sanitary measures per CDC recommendations (<https://www.cdc.gov/coronavirus/2019-ncov/about/prevention-treatment.html>). We have listed directly from the CDC below:
  - a. Avoid close contact with people who are sick
  - b. Avoid touching your eyes, nose, and mouth
  - c. Stay home when you are sick
  - d. Cover your cough or sneeze with a tissue, then throw the tissue in the trash
  - e. Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe
  - f. Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing

- g. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol
5. Review all touring and traveling engagements and follow updated CDC recommendations for travel:  
<https://wwwnc.cdc.gov/travel/notices/warning/novel-coronavirus-china>.

**If you are required to, or are considering, canceling performances, please contact us immediately. AGMA will consider and discuss with you viable alternatives to cancellations.**

6. Please continue to monitor local public health advisories, as well as the [CDC](#) and [World Health Organization](#) for updates and recommendations.

AGMA is committed to working with you to ensure safety and minimize the impact of this outbreak on our membership. Please do not hesitate to reach out directly to your AGMA representative to discuss any issues that you are facing. Additionally, kindly contact us in advance of instituting any new requirements or changes in terms or conditions of employment, so that we can discuss the potential impact on our members. Our main concern must be the health and safety of all those we represent, and we stand ready to work with you toward this end.

Sincerely,  
Len Egert  
National Executive Director

Ray Menard  
President