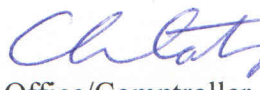




MEMORANDUM FOR: ALL NOAA Employees

FROM: Christopher Cartwright   
Acting Director, Finance Office/Comptroller

SUBJECT: Travel Advisory 20-4  
Precautions for Employees Traveling Abroad

DATE: February 3, 2020

In light of the recent outbreak of the Coronavirus (nCoV) in China, we are encouraging employees who travel abroad to check the Department of State's (DOS's) [Travel Advisory Page](#) for the most current travel warnings, travel alerts, and worldwide cautions.

In addition, we strongly encourage employees who travel abroad to enroll in the DOS's [Smart Traveler Enrollment Program \(STEP\)](#). STEP enrollment provides the latest security updates, and makes it easier for the U.S. Embassy or Consulate to contact employees in the event of an emergency.

For more specific information on the Coronavirus, please visit the following websites:

- The DOS has posted a '[Travel Advisory to China](#)';
- The [World Health Organization \(WHO\)](#); and
- The Centers for Disease Control and Prevention (CDCP) has posted the '[2019 Novel Coronavirus, Wuhan, China](#)'.

You can also check the [Department of Commerce site](#) for additional information.

If you have any questions regarding this advisory, please contact your [International Affairs Office](#).