SEPTA is working to support the region during the COVID-19 pandemic. As restrictions change and more information becomes available, SEPTA’s plans continue to evolve to accommodate our customers. This table shows the three Pennsylvania reopening phases, and what kinds of SEPTA services and policies riders can expect during each phase. Information on red phase procedures are included to account for the possibility of a future COVID-19 resurgence. More information will be provided as it becomes available.

### What does this phase mean for PA?

- **LIFELINE Red Phase** (In the event of a return to the red phase)
  - “The red phase has the sole purpose of minimizing the spread of COVID-19 through strict social distancing, non-life sustaining business, school closures, and building safety protocols. Stay at home order in effect.”

- **STABILIZE Yellow Phase**
  - “As regions or counties move into the yellow phase, some restrictions on work and social interaction will ease while others, such as closures of schools, gyms, and other indoor recreation centers, hair and nail salons, as well as limitations around large gatherings, remain in place. Telework must continue where feasible.”

- **ADAPT Green Phase**
  - “The green phase eases most restrictions by lifting the stay at home and business closure orders to allow the economy to strategically reopen while continuing to prioritize public health. Telework strongly encouraged.”

### What service will SEPTA provide?

- **Reduced schedules may be enacted in the case of severe staff shortages. Lifeline Service and Saturday Service are reduced schedules that prioritize access to healthcare facilities, grocery stores, and other essential locations.**
  - • Regular schedule for transit
  - • Lifeline service is planned to transition to an enhanced Saturday schedule on Regional Rail on 6/28.
  - • SEPTA is prepared to adjust service based on demand and the lifting of travel restrictions. In general, schedules may be modified to meet ridership demand and to allow for social distancing.

- **Regular schedule for transit**
  - • Modified schedule on Regional Rail will continue, depending on ridership demand.
  - • In general, schedules may be modified to meet ridership demand and to allow for social distancing.

- **Fare collection may be suspended to protect the health of customers and employees.**
  - Normal transit fare collection; tickets or passes required on Regional Rail (onboard cash payment not accepted).

- **Normal transit fare collection; tickets or passes required on Regional Rail.**

### What is SEPTA doing to facilitate social distancing?

- **Operator protective Shields installed**
  - • Essential trips only permitted
  - • Riders are encouraged to wear face coverings
  - • Vehicle passenger limits
  - • Vehicle and station social distancing decals
  - • Enhanced vehicle and station cleaning

- **Encourage employers to stagger work times**
  - • Riders are required to wear face coverings
  - • Vehicle passenger limits will be adjusted in accordance with current state and federal guidance
  - • Vehicle and station social distancing decals
  - • Enhanced vehicle and station cleaning

- **Encourage employers to stagger their work times**
  - • Riders are required to wear face coverings until further guidance is provided.
  - • Vehicle and station social distancing decals
  - • Enhanced vehicle and station cleaning

- **SEPTA will evaluate how vehicle design, station design, crowding standards, and policies should change in the long term.**

### Fare Collection

- **Fare collection may be suspended to protect the health of customers and employees.**
  - Normal transit fare collection; tickets or passes required on Regional Rail (onboard cash payment not accepted).

- **Normal transit fare collection; tickets or passes required on Regional Rail.**

### Cleaning

- **Enhanced cleaning program**
  - • Sanitizing every vehicle at least twice a day
  - • Deploying trained crews to sanitize high-touch surfaces on trains, buses, trolleys and facilities
  - • Reallocating resources to work around the clock cleaning, disinfecting and overnight power washing our open stations
  - • Closing stations and concourse areas to focus our cleaning teams on keeping priority stations clean and sanitized
  - • Coordinating with industry peers and experts to test and evaluate emerging sanitizing technology

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SEPTA is committed to all of these efforts to ensure the safety of our customers and employees. The latest information on all of our efforts related to COVID-19 can be found at [www.septa.org/covid-19](http://www.septa.org/covid-19/).

**Effective June 4, 2020**
SEPTA 致力于在 COVID-19 疫情期间支持其服务区域。随着限令的变化和更多信息的出现，SEPTA 不断调整计划以适应我们客户的需求。下表显示了宾夕法尼亚州的三个重新开放阶段，以及在每个阶段中乘客可预期的 SEPTA 服务和政策。红色阶段的程序信息是为了应对未来 COVID-19 复发的可能性。我们将尽快提供所掌握的更多信息。

### 这些阶段对PA意味着什么？

<table>
<thead>
<tr>
<th></th>
<th>生存红色阶段（如果重返红色阶段）</th>
<th>稳定黄色阶段</th>
<th>适应绿色阶段</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>“红色阶段的唯一目的是，通过实施严格的社交间距、禁止非生命维持商业活动、关闭学校和制定安全规程来最大限度地减少 COVID-19 的传播。居家令在这一阶段生效。”</td>
<td>“随着地区或县市进入黄色阶段，对工作和社会交往的一些限制将放宽，但在其他方面，例如学校、健身房和其他室内娱乐中心、美发和美甲沙龙的关闭以及对大型聚集活动的限制，将保持不变。远程办公在可行的情况下必须继续推行。”</td>
<td>“绿色阶段通过取消居家和企业关闭命令而解除大多数限制，从而在继续优先考虑公共卫生的前提下战略性恢复经济运行。大力鼓励远程办公。”</td>
</tr>
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</table>

### SEPTA 将提供什么服务？

<table>
<thead>
<tr>
<th></th>
<th>常规运输班次</th>
<th>主干线服务定于 6 月 28 日过渡到扩展的周六区域铁路 (Regional Rail) 服务班次。</th>
<th>常规运输班次</th>
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<tr>
<td></td>
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<td></td>
<td>常规运输班次</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>将根据乘客需求而继续调整区域铁路的班次。一般来说，可能为满足乘客需求和考虑社交间距而调整班次。</td>
</tr>
</tbody>
</table>

### SEPTA 在支持社交间距方面采取了哪些措施？

<table>
<thead>
<tr>
<th></th>
<th>安装了操作员防护罩</th>
<th>鼓励雇主错开工作时间</th>
<th>鼓励雇主错开工作时间</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>只允许必要出行</td>
<td>要求乘客戴口罩</td>
<td>在没有得到其他指示之前，要求乘客戴口罩</td>
</tr>
<tr>
<td></td>
<td>鼓励乘客戴口罩</td>
<td>车辆乘客人数限制将根据当时的州和联邦指南进行调整</td>
<td>在车辆和车站增加社交间距标志</td>
</tr>
<tr>
<td></td>
<td>限制车辆乘客人数</td>
<td>在车辆和车站增加社交间距标志</td>
<td>加强车辆和车站清洁</td>
</tr>
<tr>
<td></td>
<td>在车辆和车站增加社交间距标志</td>
<td>加强车辆和车站清洁</td>
<td>SEPTA 将从长远的角度评估车辆设计、车站设计、拥挤标准和政策应该如何改变。</td>
</tr>
</tbody>
</table>

### 检票

|  | 为保护客户和工作人员的健康，可能会暂停检票。 | 正常过闸检票；区域铁路需要车票或通行卡（不接受车上现金支付）。 | 正常过闸检票；区域铁路需要车票或通行卡。 |

### 清洁

<table>
<thead>
<tr>
<th></th>
<th>强化清洁程序</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>SEPTA 将从长远的角度评估车辆设计、车站设计、拥挤标准和政策应该如何改变。</td>
</tr>
<tr>
<td></td>
<td>天每天对每辆车至少进行两次消毒</td>
<td>鼓励雇主错开工作时间</td>
<td>鼓励雇主错开工作时间</td>
</tr>
<tr>
<td></td>
<td>安排经过培训的工作人员对火车、公共汽车、手推车和设施中的高频接触表面进行消毒</td>
<td>在没有得到其他指示之前，要求乘客戴口罩</td>
<td>在车辆和车站增加社交间距标志</td>
</tr>
<tr>
<td></td>
<td>重新分配资源，以保证全天候清洁、消毒和夜间强力冲洗开放的站台</td>
<td>在车辆和车站增加社交间距标志</td>
<td>加强车辆和车站清洁</td>
</tr>
<tr>
<td></td>
<td>关闭非必要车站区域和大厅区域，使我们的清洁团队专注于保持重要站台的清洁和消毒</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>与行业同侪及专家协调合作，测试和评估新兴的消毒技术</td>
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</tr>
</tbody>
</table>

SEPTA 致力于所有这些工作，以确保我们客户和员工的安全。有关我们为应对 COVID-19 而开展的所有工作的最新信息，请访问 www.septa.org/covid-19/。
SEPTA está trabajando para apoyar a la región durante la pandemia del COVID-19. A medida que cambian las restricciones y hay más información disponible, los planes de SEPTA continúan evolucionando para acomodar a nuestros pasajeros. Esta tabla muestra las tres fases de reapertura de Pensilvania y qué tipo de servicios y políticas de SEPTA pueden esperar los usuarios en cada fase. Se incluye información sobre los procedimientos de la fase roja teniendo en cuenta la posibilidad de un futuro resurgimiento del COVID-19. Se proporcionará más información a medida que esté disponible.

### Guía de Reapertura de SEPTA

<table>
<thead>
<tr>
<th>LÍNEA DE SERVICIO VITAL</th>
<th>Fase Roja</th>
<th>ESTABILIZAR</th>
<th>Fase Amarilla</th>
<th>ADAPTAR</th>
<th>Fase Verde</th>
<th>MÁS ALLÁ DEL COVID-19</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>¿Qué significa esta fase para PA?</strong></td>
<td>“La fase roja tiene el único propósito de minimizar la propagación del COVID-19 a través de un estricto distanciamiento social, cierre de negocios que no sean de sustento vital, cierres de escuelas y protocolos de seguridad de edificios. Permanecer en casa”.</td>
<td>“A medida que las regiones o condados pasan a la fase amarilla, algunas restricciones en el trabajo y la interacción social disminuirán mientras que otras, como el cierre de escuelas, gimnasios y otros centros de recreación en espacios interiores, salones de belleza y uñas, así como las limitaciones en torno a grandes reuniones, permanecerán vigentes. El teletrabajo debe continuar cuando sea posible”.</td>
<td>“La fase verde alivia la mayoría de las restricciones al levantar las órdenes de cierre de negocios y la estancia en casa para permitir una reapertura estratégica de la economía mientras se continúa priorizando la salud pública. El teletrabajo se recomienda encarecidamente”.</td>
<td>Como siempre, SEPTA responde a las cambiantes necesidades de movilidad de la región. Trabajaremos con nuestros usuarios y partes interesadas para evaluar la frecuencia del servicio y continuar introduciendo conceptos del Proyecto de rediseño integral de la red de autobuses. <a href="http://www.septa.org/service/bus/network/">http://www.septa.org/service/bus/network/</a>.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>¿Qué servicio proporcionará SEPTA?</strong></td>
<td>Se pueden instaurar horarios reducidos en caso de escasez severa de personal. El servicio vital y el servicio de los sábados son horarios reducidos que priorizan el acceso a instalaciones de atención médica, supermercados y otros lugares esenciales.</td>
<td>• Horario regular de tránsito  • El servicio vital está planeado para la transición a un horario de sábado mejorado en el Tren Regional el 28/6. SEPTA está preparada para ajustar el servicio en función de la demanda y el levantamiento de las restricciones de viaje. En general, los horarios pueden ser modificados para proporcionar un servicio que satisfaga la demanda de pasajeros y permitir el distanciamiento social.</td>
<td>• Horario regular de tránsito  • Continuará el horario modificado en Tren Regional dependiendo de la demanda de pasajeros. En general, los horarios pueden ser modificados para proporcionar un servicio que satisfaga la demanda de pasajeros y permitir el distanciamiento social.</td>
<td>SEPTA evaluará cómo el diseño del vehículo, el de la estación, los estándares del número de personas y las políticas deben cambiar a largo plazo.</td>
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</tr>
<tr>
<td><strong>¿Qué está haciendo SEPTA para facilitar el distanciamiento social?</strong></td>
<td>• Instalados escudos protectores para el conductor  • Solo se permiten viajes esenciales  • Se recomienda el uso de cubiertas faciales a los pasajeros  • Límites de pasajeros por vehículo  • Pegatinas de distanciamiento social en vehículos y estaciones  • Limpieza de vehículos y estaciones mejorada</td>
<td>• Alentar a los empleadores a escalonar los horarios de trabajo  • Instalados escudos protectores para el conductor  • Se requiere el uso de cubiertas faciales a los pasajeros  • Los límites de pasajeros por vehículo se ajustan de acuerdo a la recomendación estatal y federal actual  • Pegatinas de distanciamiento social en vehículos y estaciones  • Limpieza de vehículos y estaciones mejorada</td>
<td>• Alentar a los empleadores a escalonar los horarios de trabajo  • Instalados escudos protectores para el conductor  • Se requiere el uso de cubiertas faciales a los pasajeros  • Pegatinas de distanciamiento social en vehículos y estaciones  • Limpieza de vehículos y estaciones mejorada</td>
<td></td>
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</tr>
<tr>
<td><strong>Pago de tarifas</strong></td>
<td>El pago de tarifas puede suspenderse para proteger la salud de los pasajeros y empleados.</td>
<td>Cobro normal de tarifas de tránsito; (no se acepta el pago en efectivo a bordo).</td>
<td>Cobro normal de tarifas de tránsito; Se requieren billetes o pases en el Tren Regional.</td>
<td>Cobro normal de tarifas de tránsito; Se requieren billetes o pases en el Tren Regional.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Limpieza</strong></td>
<td>Programa de limpieza mejorado  • Desinfectar cada vehículo al menos dos veces al día  • Despliegue de equipos capacitados para desinfectar superficies de alto contacto en trenes, autobuses, tranvías e instalaciones  • Reasignación de recursos para trabajar las 24 horas en limpieza, desinfección y limpieza con agua a presión durante la noche en las estaciones operativas  • Cierre de estaciones y áreas de concentración para enfocar los esfuerzos de limpieza en mantener limpias y desinfectadas las estaciones principales  • Coordinación con otras agencias de transporte y expertos en la industria para probar y evaluar tecnología de desinfección emergente</td>
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</table>

SEPTA está comprometida con todos estos esfuerzos para garantizar la seguridad de nuestros pasajeros y empleados. La información más reciente sobre todos los esfuerzos relacionados con el COVID-19 se puede encontrar en www.septa.org/covid-19/.
1. ENHANCING CLEANING AND SANITIZING
Efforts include sanitizing every vehicle at least twice a day; sanitizing high-touch surfaces on trains, buses, trolleys and facilities; reallocating resources to work around the clock cleaning, disinfecting, and overnight power washing all open stations; utilizing EPA recommended products. SEPTA is also improving air filtration on buses and trolleys by leaving roof hatches open for better airflow in good weather and changing air filters more frequently.

2. TESTING AND EVALUATING INNOVATIVE CLEANING SOLUTIONS AND PROCEDURES
We are coordinating with our industry peers and experts to test and evaluate emerging sanitizing technology. Only products and/or products that meet our rigorous testing standards will be added to SEPTA cleaning protocols.

3. INCREASING AND ADAPTING SERVICE
As shelter-in-place and business closure restrictions ease in the region, SEPTA has expanded service to reduce crowding and allow for social distancing. Schedules may be modified to spread service more equally throughout the day to accommodate those who can travel at less crowded times. View current schedules here [http://septa.org/schedules/](http://septa.org/schedules/). We’re having conversations with our partners in the region to address anticipated new work norms. Instead of traditional morning and evening peak travel periods, achieving effective social distancing is easier if we “flatten the peak” by encouraging that commutes be spread throughout the day.

4. REQUIRING AND PROVIDING FACIAL COVERINGS
As more people return to traveling on SEPTA, we want to make sure they feel safe and comfortable. All SEPTA employees are required to wear masks or face coverings. Riders are also required to wear masks not only to protect themselves but also other riders, operators, and train crews. The CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain and riders have made it clear that requiring facial coverings is a priority for them to feel safe returning to riding public transit. While masks are now readily available, customers are encouraged to call 215-580-7800 or visit any SEPTA Customer Service Office or Railroad Passenger Services for assistance in finding where to obtain a mask.

5. SOCIAL DISTANCING INITIATIVES
SEPTA has installed decals on seats and floors to indicate appropriate customer spacing. We’re adding similar signage and indicators in stations and on platforms to remind customers to maintain a safe distance from one another. To give riders more room, SEPTA reintroduced longer articulated buses. We are asking customers to exit buses and trolleys from the rear doors to maintain distance between operators and other riders who are boarding and paying their fares.

6. PRIORITIZING THE HEALTH OF OUR EMPLOYEES
SEPTA provides masks, neck gaiters, gloves, and hand sanitizer on an ongoing basis to every employee who needs them to ensure they have the required equipment. We have implemented social distancing protocols at all work locations including shops, districts, and crew facilities. Operator barriers have been installed on all in-service vehicles to reduce their risk of exposure to the virus. SEPTA has implemented temperature checks and free COVID-19 testing for employees at various work locations.

7. STEPPING UP COMMUNICATION TO OUR CUSTOMERS
Our COVID microsite [http://septa.org/covid-19](http://septa.org/covid-19) provides up-to-date content and the latest information to our customers. We are also utilizing all our social media accounts on Facebook, Instagram, and Twitter to update customers on the latest SEPTA COVID announcements and service impacts. We are beginning the process of a full website overhaul to ensure we can update our website more quickly and in a more streamlined fashion in the future. Robust traditional communication channels via phone at 215-580-7800 and online webform are monitored during expanded business hours seven days a week.

8. LEVERAGING TECHNOLOGY TO IMPROVE THE CUSTOMER EXPERIENCE
SEPTA will soon be installing additional automatic passenger counters for all of our vehicles, which will allow us to provide real-time vehicle crowding information to customers. We’re also developing new tools to improve real-time arrival information, including more accurate predicative arrival times. This enhanced information can help customers make more informed decisions on when, how, and where to travel to avoid crowding.

9. MORE OPPORTUNITY FOR CONTACTLESS PAYMENT WITH KEY
To reduce contact during our customers’ travel experience, we are going to take advantage of the full functionality of our SEPTA Key Card. Minimizing use of cash for fare payment will protect both customers and employees. More details on all the convenient ways to obtain a key card can be found at [www.septa.org/key](http://www.septa.org/key).

10. PLANNING FOR WHAT’S NEXT
To respond to changing situations and timelines, we have mapped out a collaborative process to plan for what’s next – involving our employees, customers, and stakeholders. We recognize our need to adapt to various scenarios and know this is an opportunity for SEPTA to not only support the region in its recovery but reevaluate every aspect of our business. We will be starting with a customer survey, expected to be released soon. Continue to check www.septa.org/covid-19 regularly for ways to participate in this planning effort.
What SEPTA is Doing

SEPTA is Protecting Our Employees & Customers

During these unprecedented times, SEPTA is working to meet the changing public transportation needs of the Philadelphia region. Our top priority is ensuring the safety of employees and riders – the essential workers who rely on SEPTA to travel between work and home. All of our decisions are informed by guidance from the Pennsylvania Department of Health and CDC to ensure a safe and healthy operating environment.

We are closely monitoring the course of the crisis, updating our health and safety mitigation program for all SEPTA employees, services, and facilities in response to changing conditions. With restrictions in the five-county area expected to ease in the near future, we are prepared to move into the next phase of response to COVID-19.

We are Focused on Ensuring a Clean and Safe Environment

When our customers are ready to come back, they will want to know SEPTA is doing all we can to ensure their health and safety, especially relating to cleaning and social distancing. Our ongoing efforts include:

- Sanitizing every vehicle at least twice a day
- Deploying trained crews to sanitize high-touch surfaces on trains, buses, trolleys, and facilities
- Reallocating resources to work around the clock cleaning, disinfecting, and overnight power washing at all open stations
- Closing select stations and concourse areas to focus resources on cleaning and sanitizing priority stations
- Coordinating with industry peers and experts to test and evaluate emerging sanitizing technology
- Imposing rider limits on buses, trolleys and the Norristown High-Speed Line
- Installing social distancing decals on vehicle seats to indicate proper rider spacing
- Resuming fare payment to limit the number of non-essential riders
- Requiring customers to wear facial coverings
- Discouraging non-essential travel

Throughout the pandemic, our employees have tirelessly done their part to ensure safe and reliable travel for those who need it and they will continue to do so for as long as necessary. In turn, we implemented the following measures and are preparing to launch new protocols to make certain that our employees have a safe work environment:

- Distribute masks, neck gaiters, gloves, and hand sanitizer, on an on-going basis, to every employee who needs them
- Installed portable handwashing stations at SEPTA construction sites
- Installed operator barriers on all in-service vehicles to reduce exposure to riders
- Implemented social distancing protocols at all of work locations including shops, districts, and crew facilities
- Provide up-to-date information on our website, including total confirmed cases of COVID-19 by work location
- Implemented temperature checks and free COVID-19 testing for employees at various work locations

SEPTA is committed to all of these efforts to ensure the safety of our customers and employees. The latest information on all of our efforts related to COVID-19 can be found at www.septa.org/covid-19/
What SEPTA is Doing

SEPTA is Protecting Our Employees & Customers

During these unprecedented times, SEPTA is working to meet the changing public transportation needs of the Philadelphia region. Our top priority is ensuring the safety of our employees – essential personnel providing life sustaining service – and our riders – the region’s essential workers who rely on you for travel between work and home.

We are closely monitoring the course of the crisis, updating our health and safety mitigation program for all SEPTA employees, services, and facilities in response to changing conditions. All of our decisions are informed by guidance from the Pennsylvania Department of Health and CDC to ensure a safe and healthy operating environment. With restrictions in the five-county area expected to ease in the near future, we are prepared to move into the next phase of response to COVID-19.

Prioritizing the Health of our SEPTA Family

Throughout the pandemic, you have worked tirelessly to ensure safe and reliable travel for those who need it. We are so proud of your commitment and know that you will continue this vital customer service through the course of the crisis. To support you, we implemented the following measures and are preparing to launch new protocols to make certain that you have a safe work environment:

- Distribute masks, neck gaiters, gloves, and hand sanitizer, on an on-going basis, to every employee who needs them
- Installed portable handwashing stations at SEPTA construction sites
- Installed operator barriers on all in-service vehicles to reduce exposure to riders
- Implemented social distancing protocols at all of work locations including shops, districts, and crew facilities
- Provide up-to-date information on our website, including total confirmed cases of COVID-19 by work location
- Implemented enhanced cleaning at reporting locations using in-house cleaners and 3rd party contractors specializing in work place disinfecting
- Implemented temperature checks and free COVID-19 testing for employees at various work locations

We are Focused on Ensuring a Clean and Safe Environment

When our customers are ready to come back, they will want to know SEPTA is doing all we can to ensure their health and safety, especially relating to cleaning and social distancing. Our ongoing efforts include:

- Sanitizing every vehicle at least twice a day
- Deploying trained crews to sanitize high-touch surfaces on trains, buses, trolleys, and facilities
- Reallocation resources to work around the clock cleaning, disinfecting, and overnight power washing at all open stations
- Closing select stations and concourse areas to focus resources on cleaning and sanitizing priority stations
- Coordinating with industry peers and experts to test and evaluate emerging sanitizing technology
- Imposing rider limits on buses, trolleys, and the Norristown High-Speed Line
- Installing social distancing decals on vehicle seats to indicate proper rider spacing
- Resuming fare payment to limit the number of non-essential riders
- Requiring customers to wear facial coverings
- Discouraging non-essential travel

SEPTA is committed to all of these efforts to ensure the safety of our employees and customers. The latest information on all of our efforts related to COVID-19 can be found at www.septa.org/covid-19/
“Flattening the Peak”

HOW SEPTA AND EMPLOYERS CAN WORK TOGETHER TO ENABLE SOCIAL DISTANCING IN WORKPLACES AND ON TRANSIT

Both SEPTA and office environments must think about how to enable as much social distancing as possible through the yellow and green phases of reopening. One common method is to take advantage of staggered commute and work times – we refer to this as “Flattening the Peak”. While many of us are used to going to work during the morning and evening peak periods, social distancing is easier if we spread our commutes throughout the day. SEPTA is prepared to meet employers and stakeholders needs – but we want to hear about your plans first.

WHAT EMPLOYERS CAN DO

We’re hearing that many employers are taking advantage of the following tools:

Staggered arrival and departure times: Instead of employees generally working the same hours (9 to 5, for example), encourage workers to pick earlier or later shifts (for example, 7 to 3, or 10 to 6). Depending on the job, shifts may vary beyond these windows.

On and off days: Encourage workers to telecommute part time, either informally or on a fixed schedule. For example, group A might work M, W, F, while group B might work T, Th, and then alternate the next week. If everyone did this, we could decrease peak travel by half.

Telework Policies: Some employees may be able to continue to telecommute for the indefinite future without their jobs or productivity being negatively affected. This allows employees who cannot work from home the space they need to stay safe in the office and on transit.

WHAT IS SEPTA DOING?

SEPTA will be continuously participating in a two way dialogue with major area employers, and evaluating ridership on all of its modes to make sure we are responding properly to changing travel and commute needs. If necessary, SEPTA may modify service based on ridership demand. This may include spreading service more equally throughout the day to allow for elongated morning and evening peak periods. That means that buses or trains may come slightly more frequently in the mid-day than you are previously used to, and slightly less frequently during the traditional morning and evening peak periods.

#WeRideOn
SEPTA’s Focus on Cleaning

To protect riders’ health and safety, SEPTA has implemented a deeper and more robust cleaning regimen, which includes:

- **Sanitizing** every vehicle at least twice a day
- Increasing **full vehicle cleans** from monthly to every 10 days
- Creating a dedicated **high-touch wipe down team** for enhanced frequency of disinfecting wipe downs of high-touch surfaces on vehicles and stations.
- Utilizing **extra operators** for cleaning detail at **loops and terminals**
- Reallocating resources to work **around the clock cleaning, disinfecting**, and **overnight power washing** at all open stations
- Closing select stations and concourse areas to focus resources on cleaning and sanitizing priority stations
- Utilized our existing **Cleaning Chemical Task force** to evaluate a variety of **sanitizing solutions** for SEPTA to use moving forward. Evaluations are looking at efficacy, safety, and cost to determine the best solutions that SEPTA will incorporate.
- Using **EPA-recommended products**
- Coordinating with industry peers and experts to **test and evaluate emerging sanitizing technology**
Travel Wallet for Regional Rail

The SEPTA Key Card is a reloadable contactless chip card that can be customized to suit your travel needs. With the launch of Travel Wallet on Regional Rail, your Key Card becomes a convenient replacement for paper tickets. Due to COVID-19, SEPTA is not accepting cash on the train right now so a Key Card with Travel Wallet is the answer.

• Put money on your Key Card Travel Wallet and it becomes your “ticket” (at the advanced sale price)
• Today, tickets are only good for 180 days. With Key, the money in your Travel Wallet is always available to pay a fare.
• Travel Wallet can be loaded/reloaded online or in person. The best part might just be the value. With Travel Wallet you will always be charged the lowest discounted price available.

Tap On/Tap Off
The fare for travel on Regional Rail is based on the zone you are riding to/from.
• This means that you need to Open and Close your trip by tapping a Key Card at the Validator
• Platform validators are located at outlying stations
• Center City stations have turnstile Validators for entry/exit
• With the turnstiles at Center City Stations being set to require Tap/Swipe to exit it is important that you TAP-RIDE-TAP to ensure that you receive the proper and most discounted fare when using Travel Wallet
• Tap your Key Card at the turnstile or platform Validator to OPEN your trip
• Key Cards do not have to physically touch the Validator to be read – just hover your Card over the screen and wait for the green check
• Tap your Key Card at the turnstile or platform Validator to CLOSE your trip before exiting the station
• Reduced Fare Key Card – tap on/tap off - must have money in the Travel Wallet

A Different Way to Use Cash
• Customers who board a train without a fare who want to pay cash will now have to pay in Center City Before Exiting the Station
• New Center City Station EXIT ONLY Fare Kiosks located INSIDE the paid fare area
• Purchase an Exit Quick Trip then Swipe at the turnstiles to exit the station
• Exit Kiosks can also be used to load Travel Wallet funds before tapping out

Load/Reload Your Key Card
The SEPTA Key program offers a range of options to load/reload Passes & Travel Wallet:
• Contactless – Save Time/Contact Free
  • SEPTAKey.org
  • SEPTA Key app
  • SEPTA Key Customer Call Center (1.855.567.3782) – agent or automated system
If you select the online or Call Center option you can set up an auto-load account and your Travel Wallet funds will be automatically reload without having to wait in line
• In-Person
  • Regional Rail - Center City/Outlying Station Sales Offices & Fare Kiosks
  • Transit Sales Offices & Station Fare Kiosks
  • External (non-SEPTA) neighborhood/community Retailers

What Else You Need to Know
• Employer/Transit Benefit Programs
  • Paper Passes and 10 strip Tickets are going away and ALL Programs will be converting to SEPTA Key. If you haven’t already received information from your Travel Benefits provider about how to transition to SEPTA Key, keep an eye out, details will be send shortly
• Outlying Regional Rail Ticket Offices started reopening June 29 for Key Card and Ticket Sales ONLY
  • Waiting and Restroom Facilities will remain closed
  • All other Ticket Office facilities will reopen by the end of July – check back for details
• Daily Parking/Permit
  • Parking fees remain suspended – information will be posted on septa.org and at stations when parking fee payment resumes

Managing Your Key Card
As soon as you get your Key Card, go to www.septakey.org or contact the SEPTA Key Call Center, set up an account, and register your Key Card. This will protect your Travel Wallet funds/Pass Products in the event the Card is ever lost or stolen, and set you up for the Tap Forgiveness benefit
• Register to protect your Card and Fare Products
• $4.95 purchase price credited to Card Travel Wallet if registered within 30 days of purchase

For more new fares on a Key Card
Weekly and Monthly Cross County Passes become available in July

Key & Travel Wallet FAQ’s
Why Do I Need to Tap On & Off?
The fare you pay on Regional Rail is based on the zone you are riding to/from. To ensure that the correct Zone fare is deducted from your Travel Wallet you have to Open and Close each trip by tapping on and off. If you do not tap on at the start of your trip you will be charged the highest fare when you tap out because the system will have no way of knowing the Zone where you boarded the train.

Instead of Tapping at the Validator can I have the Conductor open my trip?
Yes, the Conductor can open a Travel Wallet trip using their handheld device but we really encourage you to develop your own tap on and tap off habit.

Do I Still Need to Show My Key Card to the Conductor if I Tap On?
Yes. On board the train, the Conductor may ask to validate your Key Card and they will tap it on their handheld device. All this does is confirm that you opened your trip – it will not deduct any additional money from your Travel Wallet.

What do I do if my Key Card is lost or stolen?
If your Card is registered, just contact the SEPTA Key Call Center at 855-567-3782 to report a lost or stolen Key Card. Purchase a New Key Card and add it to your account, and the funds and Pass Products from your lost Card can then be easily transferred online to the new Key Card. If the Card is not registered there is nothing that can be done so please take the time to protect your fare.

COVID-19 Travel Reminders
• Customers MUST wear a mask/face covering when riding
• Practice Social distancing – observe platform decals/seat barrier decals
• Outlying Ticket Offices reopening with Social Distancing restrictions
Dear Regional Business Leaders:

The COVID-19 Pandemic changed our world dramatically and inspired all of us to rethink how we serve our riders and our region safely. SEPTA has learned how to operate safely and responsibly through this crisis, and we are committed to working with our business partners to support our region in its recovery.

Please know that SEPTA is here for you - Philadelphia's business community and the workforce that your companies employ. SEPTA has prepared an online toolkit to inform employers about the steps we have taken to improve, safeguard, and innovate for our riders in the coming months. We hope you find these resources useful and will continue to update this toolkit with new information when necessary. The SEPTA COVID-19 Employer Toolkit Contains:

- SEPTA’s 10-Point Action Plan for Safe Return to Travel
- What SEPTA is Doing for Employees and Customers
- COVID-19 Rider Etiquette
- SEPTA’s Focus on Cleaning
- How to Employers can Help Flatten the Peak
- SEPTA Key Travel Wallet for Regional Rail

Every day, we are working hard to improve and evolve to meet the changing needs of our riders. I appreciate your partnership and leadership as we move toward a healthier, safe and more equitable future for all in our region.

Sincerely,

Leslie S. Richards
General Manager
SEPTA