



Sheriff Martin Cuellar
Webb County Sheriff's Office

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TO: Webb County Employees
FROM: Sheriff Martin Cuellar *MC*
RE: Office COVID-19 Procedures
DATE: March 18, 2020

In an effort to mitigate the spread of COVID-19 (Coronavirus), the Webb County Sheriff's Office is implementing the following guidelines effective immediately:

- 1. Records Division:** If you are in need of a record or background check or a case report, please call 956-523-4528 or 956-523-4529 to make arrangements. The employee will explain to you the process and will schedule a time when you may pick up your item.
- 2. Patrol Division:** All emergency and 9-1-1 services will continue.
- 3. Administrative Offices:** The Administrative Offices will remain open from 8 am to 5 pm Monday through Friday, but visitors will be limited.
- 4. Non-Emergency Calls:** For non-emergency calls, please call our dispatch number at 956-523-4408.

Thank you for your patience and understanding, and remember to practice healthy hygiene and follow social distance recommendations:

- Wash your hands, especially after touching any frequently used item or surface.
- Stop handshaking; use other non-contact methods of greeting.
- Avoid touching your face.
- Sneeze or cough into a tissue or the inside of your elbow.
- Disinfect frequently-used items and surfaces as much as possible.

By working together and following these recommendations, we can help put an end to this virus. May God bless and protect you and your family.