

## Emergency COVID-19 Policy

Consistent with the Governor's executive order 2020-21, all employers who employ critical infrastructure workers are to adopt policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person who is known or suspected to have COVID-19. We adopt this policy consistent with this order.

All employees who have any of the following symptoms should immediately notify their immediate supervisor and stay home:

- Fever (temperature greater than 100.4)
- Cough
- Shortness of breath
- Unexplained body aches

All employees who have been in contact with someone or who suspect that they have been in contact with someone exhibiting Covid19 related symptoms should also immediately notify their immediate supervisor and stay home.

All employees who have any of the above symptoms or who have been in contact (or suspect that they have been in contact) with someone exhibiting these symptoms should follow all CDC-recommended steps, including, but not limited to, staying home, contacting a medical professional, and self-isolating from the public and others within their place of residence. A full list of the CDC's steps to prevent the spread of COVID-19 while sick are located at the following link: [https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fabout%2Fsteps-when-sick.html](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fabout%2Fsteps-when-sick.html).

Employees who have Covid19 symptoms or who have been in contact (or suspect that they have been in contact) with someone exhibiting these symptoms may not return to work until the criteria to discontinue home isolation are met in consultation with the employee's healthcare provider and the local health department. The CDC's criteria for discontinuing home isolation for persons with COVID-19 is located at the following link: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>.

During the term of the Governor's executive order 2020-21, all employees must remain at least six feet from all other employees. All employees must regularly wash their hands with soap and water for at least 20 seconds and must use gloves where appropriate and available. All employees must take any and all steps needed to meet and exceed the recommended food safety and handling requirements of local, state, and federal authorities, including, but not limited to, any and all SafeServe requirements. Employees must regularly clean and sanitize all hard and frequently touched surfaces, including tables, doorknobs, light switches, countertops, handles, toilets, faucets, and sinks. Employees must also create systems to allow customers to make contact-free payments and for the contact-free exchange of food, including, but not limited to, by allowing for contactless food pickup.

We thank you for your attention and adherence to this policy and ask that you contact management should you have any questions.