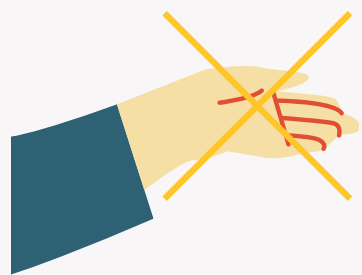


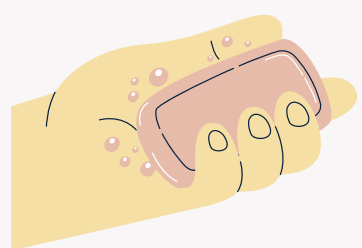
Procedures for Essential Workers Under COVID-19

It's everyone's responsibility to help stop the spread of coronavirus and maintain a safe and clean workplace.

Practice good hygiene



Don't use hand shakes. Instead, use **non-contact gestures** like waving.



Wash hands with soap before and after meal and restroom breaks.



Avoid touching your face and cover your coughs and sneezes.

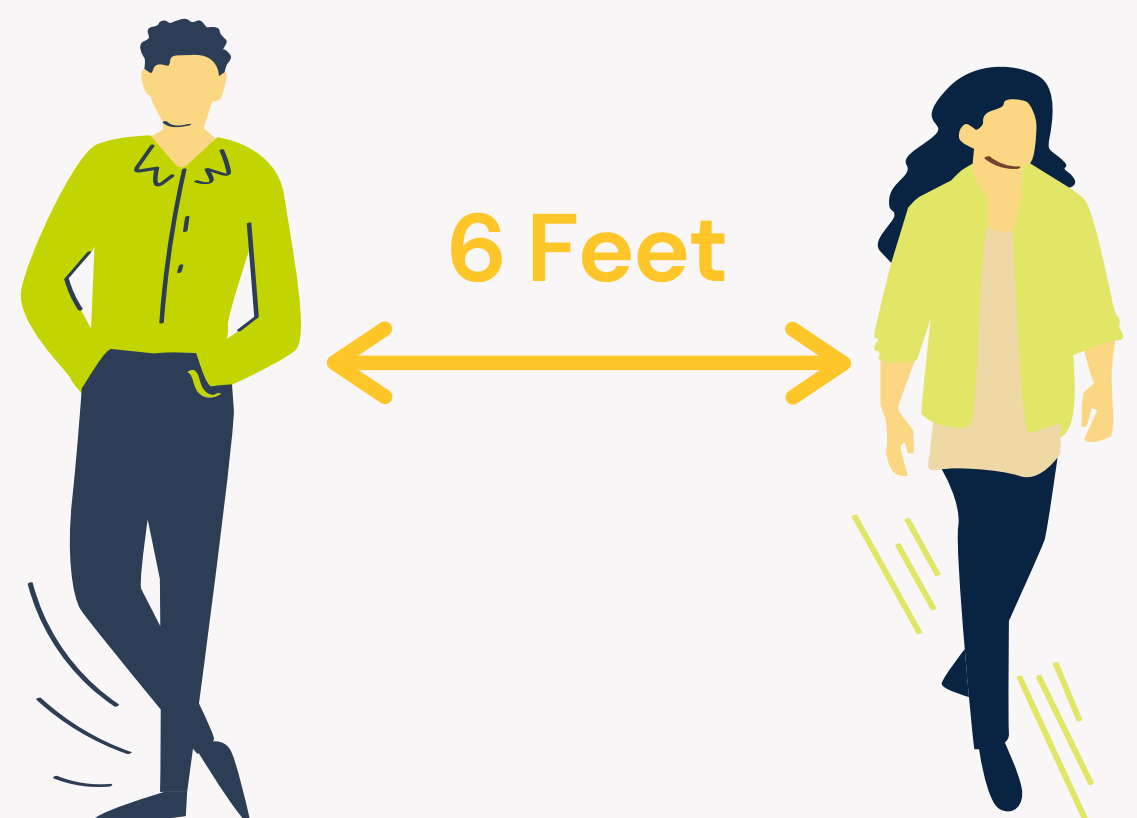


Wear a cloth mask, scarf or handkerchief to cover your nose and mouth while at work.

Practice physical distancing

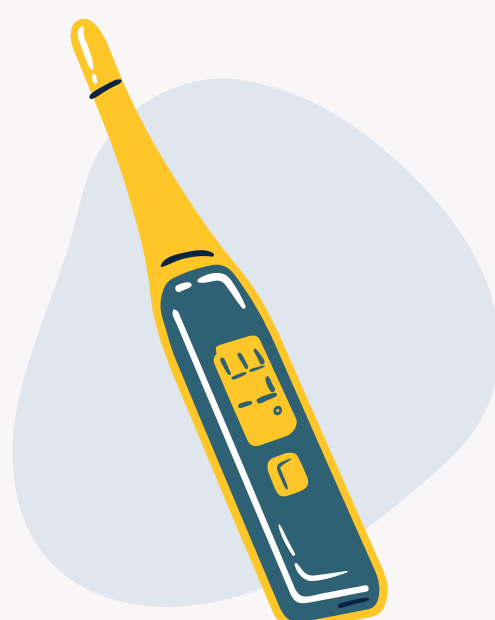
While at work maintain at least **6 feet of physical distance** from others.

Avoid congregating in the break room or other crowded places.



Stay home if...

- You are **feeling sick**
- You have a **sick family member** at home



Take care of your emotional and mental well-being

Outbreaks are a stressful and anxious time for everyone. We're here to support you!