



March 20th, 2020

Coronavirus Mitigation Measures

During this Coronavirus (Covid-19) outbreak our biggest concern is for the Health and Safety of our employee's. Please continue to remain focused each day on your personal safety and for the safety of those around you. Please review the following guidelines that are in place to protect you and to prevent the spread of this illness in the workplace and at home.

CLEAN YOUR HANDS OFTEN

- Wash your hands often with soap and water for at least 20 seconds.
- In addition to washing your hands use a hand sanitizer that contains at least 60% alcohol whenever possible.
- Avoid touching your eyes, nose, and mouth.

AVOID CLOSE CONTACT WITH OTHERS (Social Distancing)

- Avoid close contact with anyone who may be ill. If someone at home gets sick follow CDC (Centers for Disease Control and Prevention) guidelines and don't come in direct contact with that person.
- Follow the quarantine initiatives by your City and State officials when away from work such as not congregating in crowds of 10 or more people and Stay at Home when not at work.
- Put distance between yourself and other people at all times. 6 feet (6ft) is the recommended distance to prevent exposure.
- Don't visit family members at this time if they are elderly, have compromised immune systems, or have other underlying health conditions.



RESOURCES

STAY HOME IF YOU'RE SICK

- Stay home if you get sick, except to get medical care. If you begin to exhibit symptoms of Covid-19 (fever, cough, shortness of breath, etc) seek medical care and remain home but let your supervisor know. If you begin to exhibit symptoms while at work please let a supervisor know immediately.

COVER COUGHS AND SNEEZES

- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately wash hands with soap and water.

WHEN YOU'RE AT HOME CLEAN AND DISINFECT

- Clean and disinfect frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, desk, phones, keyboards, toilets, faucets, and sinks.
 - If surfaces are dirty clean them with soap and water then disinfectant.
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- ❖ Follow all the above recommendations when you are at work and away from the workplace as well.
 - ❖ Follow the coronavirus prevention plan that's in place at your specific work place. If you have concerns about any issue regarding your health and safety please notify your supervisor or safety manager.
 - ❖ Remember, the best prevention is to avoid being exposed to this virus by washing hands frequently, distancing yourself from others, and using prevention techniques when coughing or sneezing such as using a tissue or the inside of your elbow.



Questionnaire Guideline for COVID-19 Assessment

ARE YOU SICK? Yes No

Have you traveled outside of the US in the last 14 days? Yes No

Have you been in direct contact with anyone sick with coronavirus in the last 14 days? Yes No

Do you feel unwell? Yes No

Have you had fever (high body temperature over 38°C or 100.4°F) in the last 10 days? Yes No

Have you had any of the following symptoms in the last 10 days? cough, shortness of breath, difficulty breathing Yes No

***IF YOU ANSWERED YES TO ANY OF THE QUESTIONS ABOVE,**

YOU ARE NOT FIT TO REPORT TO ANY OFFICE OR JOBSITE WITHOUT FURTHER ASSESSMENT.

FOR QUESTIONS YOU MAY CALL:

RODNEY RYDER (337)-351-8453 GLO RESOURCES SAFETY DIRECTOR