Important Employee Guidance

• **Wear a cloth face mask at work** unless you are a health care worker, medical first responder, or if industry standards require you to wear a respirator mask.

• **Physically Distance** 6 feet away from other employees and patrons whenever possible – “Farther is Safer.”

• **Wash your hands or use hand sanitizer regularly.**

• **Avoid touching your face.**

• **Follow all worksite safety and cleaning policies.**

**DAILY SCREENER QUESTIONS**

If the answer is “YES” to any of the following, do not enter the facility. Contact your supervisor by phone.

1. **EXPOSURE**
   • Have you been told to quarantine/isolate by a health care provider or the health department?
   • Have you had face-to-face contact for 10 or more minutes with someone who has COVID-19?

2. **ILLNESS** – Are you feeling ill and/or experiencing any of the following?
   • **Fever** (prior to use of a fever-reducing medication) – Check daily, based on worksite policy
   • **Cough, shortness of breath**
   • **New loss of sense of taste/smell**
   • **Vomiting or diarrhea** within the past 24 hours