

EMPLOYEE SAFETY

All employees are required to follow a self-check policy. Each day, employees must do the following prior to coming in to work. Employees experiencing any symptoms or exposed to someone with symptoms should not come to work.

- Daily self-check health screens required including temperature checks and symptom assessments.
- Employees are required to check in and out every time they enter and exit the facility for contact tracing purposes.
- Face coverings required.
- Employees are encouraged to work from home, if able, to reduce the number of employees on campus.
- Adjustments have been made for on-site employees such as virtual meetings, staggered break times, break room adjustments and workspace changes to ensure physical distancing.
- Employees are expected to stay home if they are experiencing symptoms of COVID-19.