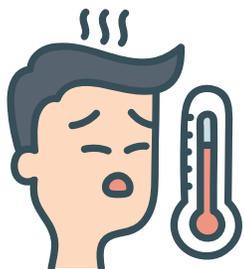


COVID-19 Infection Prevention Tips

The following recommendations from the U.S. Centers for Disease Control and Prevention and the World Health Organization may help prevent the spread of COVID-19 at your place of work.



If you're sick, stay at home!

If you are sick or believe you might be sick, stay home. If you have tested positive for COVID-19, contact your employer.

While at work, everyone should:



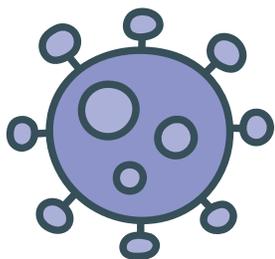
Wear Your PPE

Wear appropriate personal protective equipment (also known as PPE), such as gloves, facemasks, and eye protection. The CDC recommends that people always wear a cloth face covering to cover their nose and mouth in any community setting.



Practice Social Distancing

Try to maintain a minimum of six (6) feet between each worker. If this is not possible or practical, wear appropriate personal protective equipment (also known as PPE).



Don't Touch Your Face

Avoid touching your eyes, nose, and mouth. Generally, avoid touching your face without clean hands.



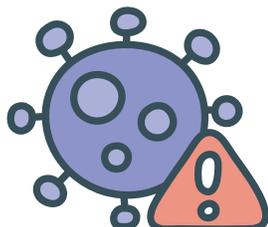
Wash Your Hands

Wash your hands with soap and water frequently and thoroughly for at least 20 seconds. If washing your hands is not possible or practical, use an alcohol-based hand sanitizer that contains no less than 60% alcohol.



Cover Your Mouth

If you do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.



Dispose of Waste

Always immediately discard any napkin, towel, or tissue used to wipe your face, eyes, mouth, or hands.



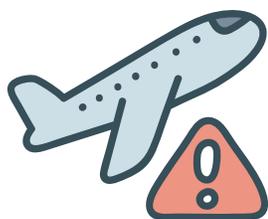
Clean and Disinfect

Regularly clean and disinfect frequently touched objects and surfaces including machine or heavy equipment controls and other community workstations.



Sharing Tools and Equipment

If employees must share tools or other equipment, consider wearing gloves.



Travel and Ridesharing

When traveling for work (including traveling to, from, or during work) minimize ridesharing. If multiple employees must be in a vehicle together, ensure there is adequate ventilation. Open windows (and keep them open) as much as possible.



Limit Gathering Size

Reduce the size of any group or gathering to fewer than ten (10) people. Make every effort to eliminate unnecessary in-person meetings.