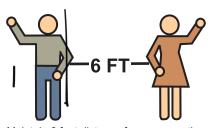
Company	Location	Date
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SPECIAL EDITION CORONAVIRUS





Wash your hands often and/or use hand sanitizers often to keep hands clean.



If you are sick, stay home and rest

You're probably aware that the entire COVID-19 situation is developing almost daily, bringing new restrictions intended to help increase awareness to the general public on how to avoid becoming infected. We recommend that everyone follow the official guidelines from the CDC-Center for Disease Control: https://www.cdc.gov/coronavirus/2019-ncov/index.html. Also, check all state and local health organizations for help in your area. Please consider all available recommendations so as to minimize exposure/risk to not only yourself but any high-risk individuals including the elderly, young people, or those with compromised immune systems.

TAKE STEPS TO PROTECT YOURSELF - There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19). The best way to prevent illness is to avoid being exposed to this virus. The virus is thought to spread mainly from person-to-person between people who are in close contact with one another (within about 6 feet). It spreads through respiratory droplets produced when an infected person coughs or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

CLEAN YOUR HANDS OFTEN - Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth with unwashed hands.

WATCH FOR SYMPTOMS - Reported illnesses have ranged from mild symptoms to severe illness and death for confirmed coronavirus disease 2019 (COVID-19) cases. The symptoms that may appear 2-14 days after exposure are: Fever - Cough - Shortness of breath. Some people may be at higher risk of getting very sick from this illness. This includes older adults and people who have serious underlying medical conditions like heart disease, diabetes or lung disease.

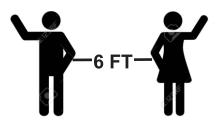
IF YOU DEVELOP SYMPTOMS - Stay home when you are sick. Call your health care provider's office in advance of a visit. Limit movement in the community and limit visitors

PROTECT YOURSELF & FAMILY - Implement steps to prevent illness (e.g., stay home when sick, hand washing, respiratory etiquette, clean frequently touched surfaces daily). Create a household plan of action in case of illness in the household or disruption of daily activities due to COVID-19 in the community. Consider 2-week supply of prescription and over the counter medications, food and other essentials. Know how to get food delivered if possible. Establish ways to communicate with others (e.g., family, friends, co-workers). Establish plans to tele-work, what to do about childcare needs, how to adapt to cancellation of events.

STAY INFORMED ABOUT EMERGENCY PLANS - Know about emergency operations plans for schools/workplaces of household members.

Company	Location	Date

SPECIAL EDITION CORONAVIRUS



Maintain 6 feet distance from one another



Wash your hands often and/or use hand sanitizers often to keep hands clean.





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