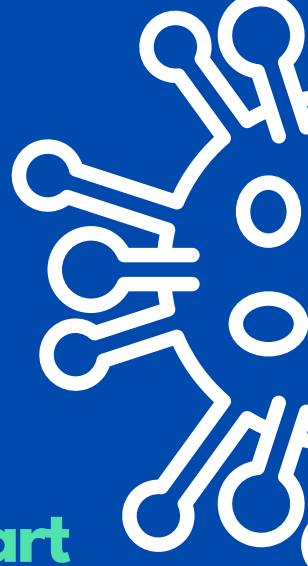


# HOW YOU CAN HELP TO STOP THE SPREAD OF COVID-19



BUSINESS GUIDANCE TO MITIGATE THE SPREAD OF COVID-19

#besmartdoyourpart

## STAY HOME IF YOU ARE SICK.

There is no better way to protect others than to practice social distancing when you are sick.

## EMPLOYERS MUST:

- Develop and post a Health & Safety Policy requiring all employees and patrons to wear facial coverings/face masks when social distancing is not feasible

*\*Failure to do so may result in a fine not to exceed \$1,000.00 for each violation*

## EMPLOYERS SHOULD:

- Cancel or postpone large conferences and events
- Urge employees to stay home when they are sick
- Consider staggering start and end times to reduce large numbers of people in the workplace at the same time
- Avoid meetings consisting of more than 10 people and have 6 ft. between attendees
- Implement regular health checks such as temperature checks and symptom screenings of both staff members and patrons entering the facility

## ENHANCED SANITATION:

Exposure is thought to occur most often through respiratory droplets, but surfaces can still transfer the virus from person to person. Some ways to enhance regular sanitation practices are:

- Regularly cleaning and disinfecting frequently touched surfaces such as doorknobs, tabletops, counters, phones, keyboards, fixtures and elevators several times a day
- Placing hand sanitizer dispensers in frequently-visited places (e.g. front entrances, elevators)
- Displaying posters promoting hand-washing and preventing the spread of illness
- Identify a designated area for employees who become sick at work

