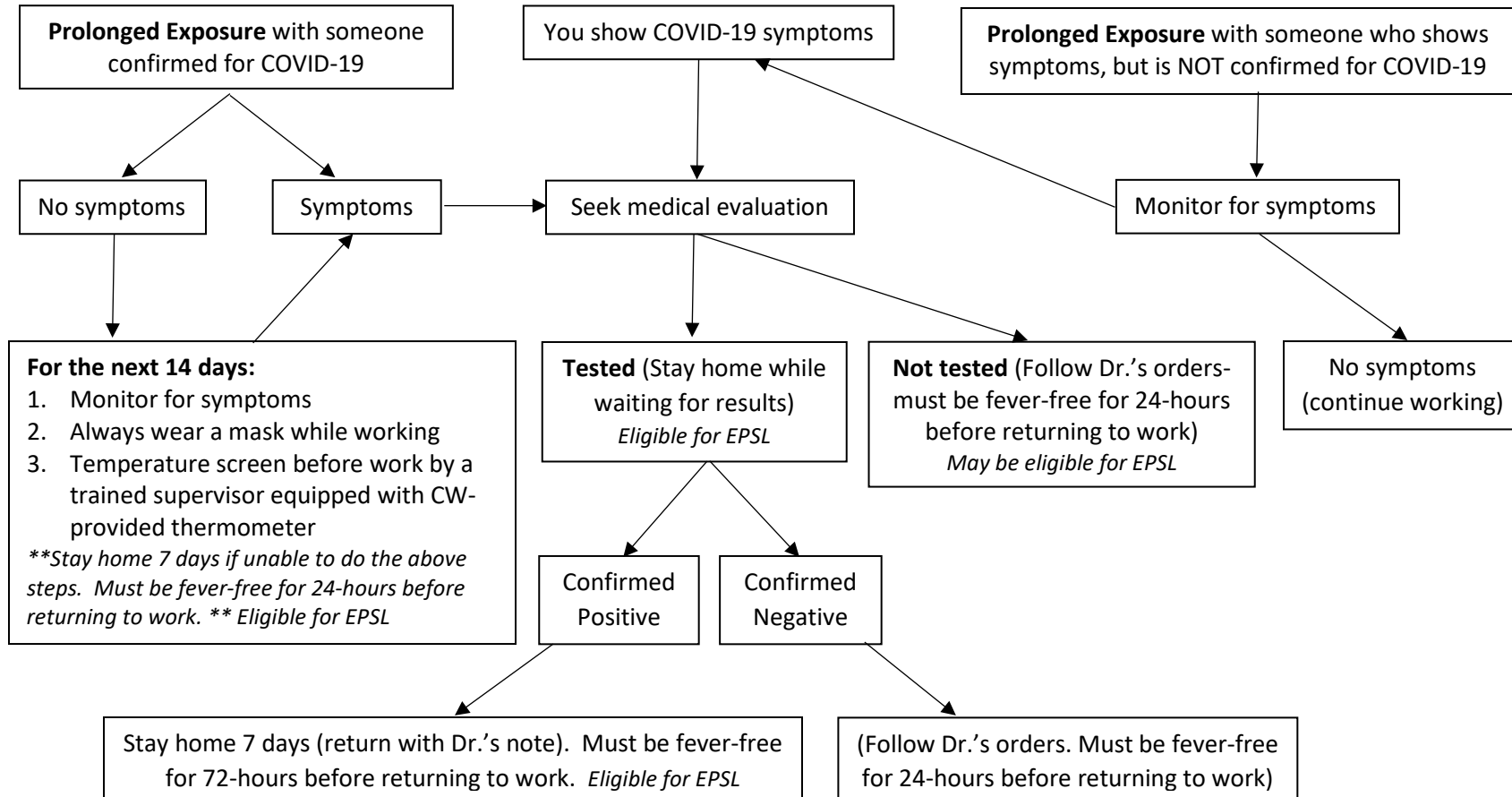


COVID-19 RESPONSE GUIDE

4/20/2020



SYMPTOMS OF COVID-19:

Fever (without use of meds), cough, shortness of breath, and trouble breathing.

PROLONGED EXPOSURE: (Contact within past 48 hours)

Being within 6' for >10 minutes with an infected person or having direct contact with respiratory droplets (e.g. being coughed on).

EMERGENCY PAID SICK LEAVE (EPSL):

1. Requires documentation – send to payroll.
2. Teammates must notify their supervisor.
3. A teammate may also become eligible for EPSL when they have been advised by a healthcare provider or public health official to self-quarantine because of concerns related to COVID-19; or the company has sent a teammate home (out of concern/reaction to) related to COVID-19.