



US COMPLIANCE

# BEST PRACTICES TO MINIMIZE TRANSMISSION

It is essential to stay informed about the ongoing development of the Coronavirus COVID-19. It requires the efforts of everyone to minimize the spread. Do your part by maintaining good personal hygiene and following best management practices.

The preventative measures below are important steps to take to help stop the spread of infectious diseases.

## FOLLOW THESE STEPS TO DO YOUR PART:



Ensure disinfectant sprays and wipes are available to use on surfaces and equipment.



Do not share tools, phones, or remotes without proper disinfection.



Prohibit the use of water fountains and provide bottled water.  
Do not share food.



Create a common surface cleaning schedule.



Stagger breaks, start times and end times to ensure employees are not all eating, entering and leaving at the same times.



Communicate the requirement to stay home if an employee is sick or has symptoms.



Conduct routine cleaning and disinfection of all public areas.



Prohibit large group gatherings and monitor employees for proper social distancing.



Complete employee training on exposure risks and prevention.



Add extra reminders and postings regarding hand washing and general awareness.

CARE  
PROTECT  
GROW