



Transforming Ordinary Spaces to Extraordinary Places!

Covid-19 Pandemic Company Guidelines

Our company will pay close attention to CDC recommendations on the local and global scale for decision making in operations. We will release updated communication with clients via social media and/or email the status of our operations. We ask that clients contact us to reschedule if they have symptoms of fever, cough, shortness of breath, in order to protect our crews.

Greetings:

- Avoid handshaking, greet with a smile.

Extra Sanitary Precautions:

- Use hand sanitizer before starting a job and after.
- Wipe all handled surfaces with sanitizing cleaner at project completion.
- Extra washing of hands throughout day.
- Project manager responsible for stocking crew with ample sanitizing products, for hands and surfaces.

Employee Health Recommendations:

- Please do not come to work if you have a fever or cough.
- Contact your health provider if you have the following symptoms
 - Fever
 - Cough
 - Shortness of Breath
- CDC guidelines to prevent Covid-19 exposure and spread.
 - Avoid close contact with people who are sick.
 - Avoid touching your eyes, nose, and mouth.
 - Stay home when you are sick.
 - Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
 - Clean and disinfect frequently touched objects.
 - Follow CDC's recommendations for using a face mask
 - CDC does not recommend that people who are well wear a face mask to protect themselves from respiratory diseases, including Covid-19
 - Face masks should be used by people who show symptoms of Covid-19 to help prevent the spread of the disease to others.
 - Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
 - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.