



# PERSONAL PROTECTION PROTOCOLS

## EMPLOYEES



All employees must wear masks or cloth face coverings that cover the nose and mouth in the workplace and in common areas such as hallways and stairwells, restrooms, and break rooms

### Exceptions:

- ▶ While on break to eat and drink
- ▶ Working alone in segregated spaces (i.e. cubicles with walls, private offices, etc.)
- ▶ Outdoor work spaces where employees do not come within six feet of others



Employees must wear masks or face coverings and gloves at all times when interacting with customers and/or handling products. Gloves should be changed frequently.



Employees must wash their hands with provided hand sanitizer when entering this facility



Employees should wash their hands with sanitizer or soap and water every two hours



Gloves and eye protection are required when using cleaning/disinfection products and chemicals

## CUSTOMERS, CLIENTS, & VISITORS



All customers, clients, and visitors must wear masks or cloth face coverings that cover the nose and mouth while in this facility



All customers, clients, and visitors must wash their hands with provided hand sanitizer when entering this facility



We prefer the use of contactless payment methods



STAYING  
**SAFE**  
TOGETHER