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**To:** Our Facility Plus Customers, Team Members, Preferred Partners and Suppliers

**From:** The Facility Plus Executive Team and Health & Safety Committee

**Subject:** Facility Plus COVID-19 Health and Safety Policy: *Keeping our Customers, Team Members, Preferred Partners and Suppliers Safe*

On behalf of the Facility Plus Executive Team and Health & Safety Committee, we would like to personally thank our customers, team members, preferred partners and suppliers for your unwavering support over the past couple of years. Thanks to your efforts, we have all learned the best practices for collaboratively facing the challenges of COVID-19 together.

As always, we take the health and safety of all our customers, team members, preferred partners and suppliers seriously. We have been following the recommendations put in place by our local governments and federal authorities to mitigate the spread of COVID-19, and in an effort to keep everyone safe:

- We are using online resources when appropriate to conduct team meetings and client consultations in an effort to limit in-person interactions.
- Our team members, preferred partners and suppliers always make safe distancing a priority by staying 6 feet apart when appropriate.
- Depending on the service we are providing, we will use full personal protective equipment (PPE) when necessary. This can include gloves, goggles, face masks/shields or a half or full face respirator, and in some cases Tyvek suits/gowns and booties. Our tools, equipment and vehicles are thoroughly cleaned and disinfected regularly.
- If one of our team members, preferred partners or suppliers shows any of the following signs of illness - fever, cough, difficulty breathing, muscle pain and fatigue - the individual is sent home and recommended to go to their nearest health care facility to be tested for COVID-19.
- Only after our Facility Plus representative is symptom-free and adhering to their local government recommendations, they will be permitted back on-site, to our office, or to our customer's facilities.

If you require any further information, please feel free to contact us. Thank you for your continued commitment to keeping each and every one of us safe!

Be well,

The Facility Plus Executive Team and Health & Safety Committee



Service excellence since 1987