



# Working to keep **SOUTHWEST MICHIGAN SAFE**

## Our Pledge To Stop The Spread

To support ongoing public health response work to COVID-19, be a part of local recovery, and ensure the health, wellness, and safety of all who live, work, and play in Berrien County, our business commits to uphold and do the following:

### Adhere to latest guidance

- Follow, implement, and adhere to the latest guidance and best practices provided by the CDC, state and local public health officials, and our own industry.



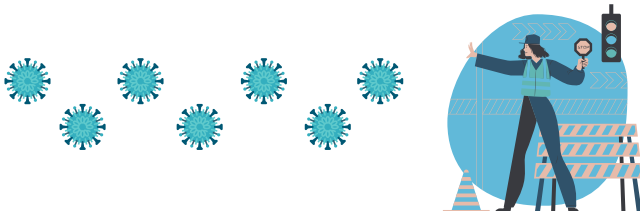
### Create Clear Communication

- Maintain up-to-date employee schedules and contact information to support local health officials in contact tracing and illness follow-up should need arise;
- Provide flexibility to our employees, provide training and education and clearly communicate health and sick leave policies and procedures;
- Actively communicate the changes you have made to your customers;
- Maintain notification protocols to report any staff sickness with COVID-19 like symptoms to local public health officials within 24 hours;



### Limit Exposure

- Implement employee screening practices for all employees at the beginning of every shift to monitor for COVID-19 symptoms;
- Support employees who are sick to stay home and remain out of the workplace through provision of paid sick leave for all employees;



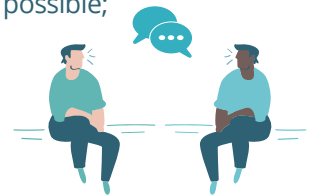
### Prioritize Sanitation & Good Hygiene

- Reduce and eliminate where possible, shared or communal supplies and resources or business spaces;
- Ensure our place of business is routinely cleaned, implementing workplace cleaning, and disinfecting practices that include regular cleaning of commonly touched surfaces at least every two hours;
- Encourage our employees and patrons to frequently wash their hands through posting of additional signage and provision of soap, towels, or hand sanitizer where appropriate;



### Maintain Safe Distancing

- Create and maintain an environment that allows for physical distancing between both staff and patrons (at least 6 feet) to the extent possible;
- Support remote work and/or modified scheduling where and when possible to ensure increased social distancing for our staff;
- Provide services over the phone or online, curbside, and/or delivery, and with minimal in-person interaction whenever possible;



### Provide & Utilize PPE

- Encourage and recommend that all clients and patrons wear a cloth face covering while in our business to help protect against the spread of the virus;
- Require staff to wear a cloth face covering and/or other recommended personal protective equipment consistent with industry requirements and provide such PPE for staff if necessary;

