

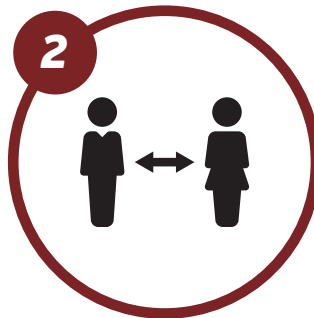


# SOCIAL DISTANCING IN ELEVATORS

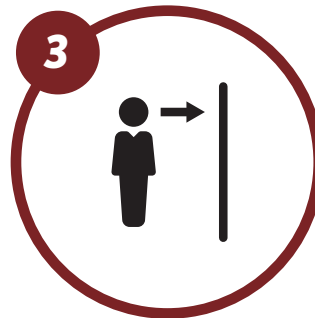
Together, we can help stop the spread of **COVID-19**



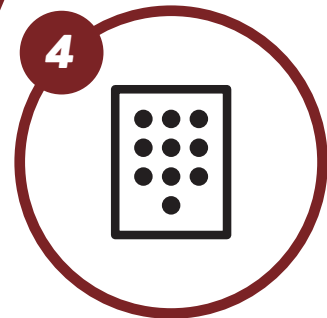
Limit the number of people in the elevator



Keep 6 feet apart from other riders



Face the walls when riding with other people



Press buttons with your elbows



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## Why practice social distancing?

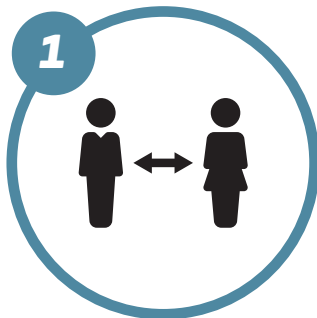
It may be possible that a person can get COVID-19 by touching an infected surface or object that has the virus on it and then **touching their own mouth, nose, or eyes**.

However, this is **not thought to be the main way the virus spreads**. COVID-19 can live for hours to days on a surface, depending on factors such as sunlight and humidity. Social distancing helps limit contact with infected people and contaminated surfaces.

# PRACTICE SOCIAL DISTANCING



*Together, we can help stop the spread of COVID-19*



Keep 6 feet apart from other people



Do not gather in groups



Keep out of crowded places and avoid mass gatherings

## Why practice social distancing?

It may be possible that a person can get COVID-19 by touching an infected surface or object that has the virus on it and then **touching their own mouth, nose, or eyes**.

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## Everyday ways you can help prevent COVID-19:

- Wash your hands often
- Wear a face mask when around others
- Cover coughs and sneezes with a tissue or inside of elbow
- Clean and disinfect frequently touched surfaces

# SOCIAL DISTANCING IN COMMON AREAS



Together, we can help stop the spread of **COVID-19**



Keep 6 feet apart from other people



Keep out of crowded places and avoid mass gatherings



Follow person-limit rules in conference rooms and lobbies



No more than 1 person can work in an enclosed office

\*Larger offices can have 2 people if they sit greater than 6 feet apart



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## Why practice social distancing?

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However, this is **not thought to be the main way the virus spreads**. COVID-19 can live for hours to days on a surface, depending on factors such as sunlight and humidity. Social distancing helps limit contact with infected people and contaminated surfaces.



# HOW TO SAFELY COUGH AND SNEEZE

Together, we can help stop the spread of **COVID-19**



Cover your mouth and nose with a tissue



If a tissue is not available, cough and sneeze into your upper sleeve or elbow, not your hands



Wash your hand often, especially after coughing, sneezing, or blowing your nose

## Not feeling well?

If you are experiencing any of these symptoms, immediately tell your Human Resources department.

- Cough
- Shortness of breath or difficulty breathing
- Fever/chills
- New loss of taste or smell
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat



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# PRACTICE PROPER HAND WASHING

*Together, we can help stop the spread of **COVID-19***



Wet your hands with clean, running water, and apply soap



Lather the backs of your hands, between your fingers, and under your nails



Scrub your hands for at least 20 seconds



Rinse your hands well under clean, running water



Dry your hands with a clean paper towel

## Key times to wash your hands:

- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone who is sick
- Before and after treating a cut or wound
- After using the toilet
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage



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# PROPER USE OF HAND SANITIZER

*Together, we can help stop the spread of **COVID-19***

The CDC recommends first washing hands with soap and water whenever possible, then using hand sanitizer:



Apply the product to the palm of one hand



Rub the product all over the surfaces of your hands until they are dry

## Is your **hand sanitizer** doing its job?

Many studies have found that sanitizers with an alcohol concentration between 60-95% are more effective at killing germs than those with a lower alcohol concentration or non-alcohol-based hand sanitizers. Hand sanitizers without 60-95% alcohol 1) may not work equally well for many types of germs; and 2) merely reduce the growth of germs rather than kill them outright.



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For Your Safety,

# PLEASE DO NOT USE SHARED APPLIANCES UNTIL FURTHER NOTICE

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spread of **COVID-19***

**Refraining from using shared appliances – like coffee makers, ice machines, and microwaves – helps stop the spread of germs and viruses.**

A facility's kitchen area, breakrooms, and appliances are some of the most high-traffic areas and high-touch points. Although the virus that causes COVID-19 is thought to spread mainly from person to person (mainly through respiratory droplets produced when an infected person coughs or sneezes), it is also possible for a healthy person to pick up the virus from an infected person touching the same surface, and then rubbing their eyes, nose, or mouth.



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## **Everyday ways you can help prevent COVID-19:**

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For Your Safety,

# PLEASE LIMIT OCCUPANTS IN THIS AREA TO:

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# PRACTICE PROPER HAND WASHING

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Dry your hands with a clean paper towel

# IF YOU HAVE A FEVER, PLEASE RETURN HOME

*We look forward to seeing you when  
your temperature is normal*

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# IF YOU ARE FEVER FREE, PLEASE **SANITIZE YOUR HANDS** UPON ENTERING THE BUILDING



# PLEASE WEAR A MASK

*Together, we can help stop the  
spread of **COVID-19***



***Thank you***

