

COVID-19 HEALTH & SAFETY PROCEDURES

We are grateful for your contribution to our team, and our ability to reopen during the COVID-19 Pandemic (“**Pandemic**”). To thoughtfully and safely reopen following Nevada’s COVID-19 closures, _____ (“**Business**”) has prepared and hereby provides _____ (“**Employee**”), with special policies and procedures to assist the Business, to the best of its ability, in protecting the health and safety of its employees, vendors, and patrons (“**COVID-19 Health and Safety Procedures**”). These COVID-19 Health and Safety Procedures were established in reliance upon the standards articulated by the Centers for Disease Control (“**CDC**”) and other Nevada and federal directives relating to the Pandemic. They are necessary for the Business to strive toward the safety of all persons associated with the Business, and are required for the business to open and operate in compliance with governmental directives. The COVID-19 Health and Safety Procedures are set forth summarily below, and are outlined in greater detail in the attached “**Exhibit A.**”

These COVID-19 Health and Safety Procedures constitute the basis of the Business’s ongoing Pandemic health and safety training. While the Business may need to amend these policies and procedures from time to time as standards change, the goal will remain the same: to operate the Business as safely and effectively as possible. We are a team and, as a team, we must all work independently and collectively to minimize risk during this Pandemic. Accordingly, the Business asks Employee to review and acknowledge the following to ensure a collective understanding and commitment to the safety and health of our co-workers, patrons, and the community at large.

COVID-19 Health and Safety Procedures: Employee is responsible to read and acknowledge their understanding of these guidelines before returning to work. Further, Employee agrees to always follow CDC guidelines and act reasonably in attempting to prevent themselves from becoming ill and in determining whether they are at heightened risk for developing complications related to the novel Coronavirus. If Employee has any concerns regarding their health or their conditions of the workplace, Employee is to immediately inform the Business for further instruction, and is advised to seek any necessary medical attention.

Guidelines for Individuals: The Business discourages its employees, vendors, and contractors from coming to work or from coming into contact with others for Business purposes if they are: *symptomatic of COVID-19; diagnosed with COVID-19; and/or otherwise quarantined as a result of the Pandemic.* The Business asks that its employees not report to work if they are: *symptomatic of COVID-19, diagnosed with COVID-19, and/or otherwise quarantined as a result of the Pandemic.* Currently, the CDC has identified the following as symptoms of COVID-19: *fever; shortness of breath; chills; muscle pain; loss of taste or smell; and/or cough.*

Guidelines for Individuals at Work: When reporting to work and at all times during work hours, Employee must always adhere to the following: *wear a face mask; wash hands frequently (at least once an hour) and as reasonably necessary; put a minimum of six feet of distance between yourself and any other person; and thoroughly clean and disinfect frequently touched surfaces, including your workspace.*

The Business is committed to ensuring its compliance with these COVID-19 Health and Safety Procedures. These guidelines are subject to change as more information regarding the Pandemic develops. Employee understands that adhering to the most current directives will empower the Business and its employees to remain proactive and informed as Nevada and the global community continue to adapt to the Pandemic. Further, Employee understands that in returning to work, the Business will rely on Employee to act reasonably in keeping themselves healthy and to do their part in assisting the Business with implementing its COVID-19 Health and Safety Procedures.

Transparency and Cooperation in the Coming Months: The Business urges Employee to promptly report any concerns they may have regarding these COVID-19 Health and Safety Procedures. The Business understands that these are stressful and uncertain times, and wants Employee to be as comfortable as reasonably possible in returning to work. The Business cannot make your work environment completely sterile, but together we can endeavor to keep it as clean and safe as possible. As such, the Business asks that Employee immediately inform the Business if there is any workplace condition which gives Employee cause for concern. Likewise, if Employee does not believe that they can safely comply with the CDC guidelines and these COVID-19 Health and Safety Procedures, please immediately inform the Business.

I have read, understand and will comply with the CDC guidelines on preventing COVID-19 _____ (initial)

I have read, understand and will comply with the COVID-19 Health and Safety Procedures _____ (initial)

The health and safety of you, our patrons, and our community are paramount. Reopening the Business will take everyone’s best efforts, diligence, and cooperation. Thank you for being a part of our team. Stay healthy, stay informed, and welcome back!

Date: _____, 2020

By: _____
Employee Signature