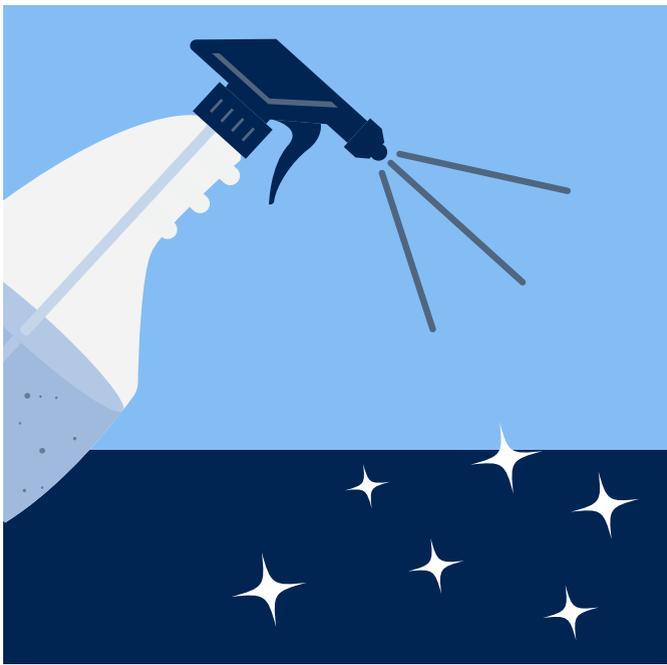


CLEANING & SANITIZING

REMINDER

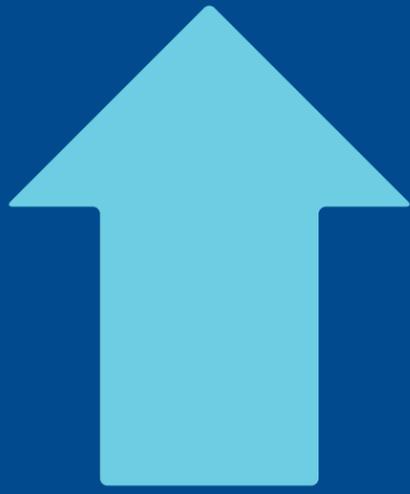


**PLEASE
WIPE DOWN
ALL SURFACES
AFTER USE**

THANK YOU FOR HELPING TO KEEP OTHERS SAFE

Protect Yourself and Others

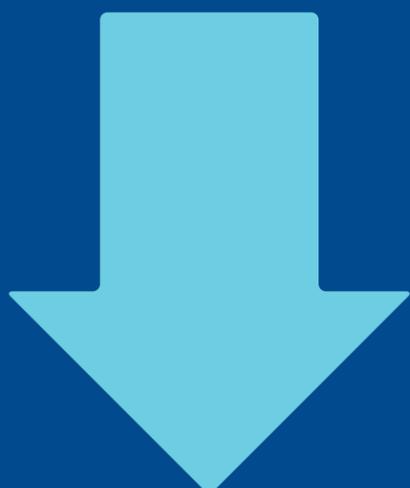
If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at [cdc.gov](https://www.cdc.gov) and [floridahealth.gov](https://www.floridahealth.gov).



PLEASE FOLLOW
DIRECTIONAL ARROWS
AND KEEP AT LEAST

**6 FEET
APART**

Thank you for practicing
social distancing.



18" x 75"
Used on all surfaces



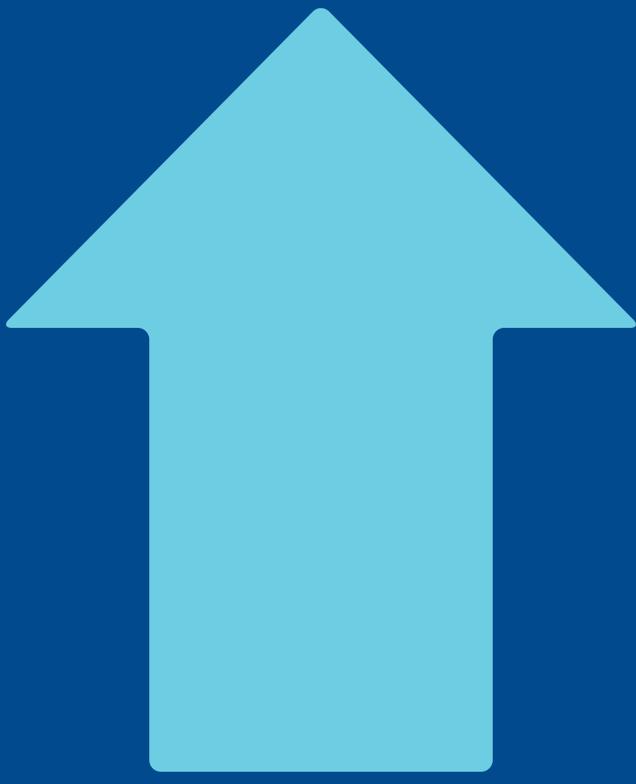
10" x 12"



10" x 12"
Used on Hard Wood, Tile, Concrete Flooring



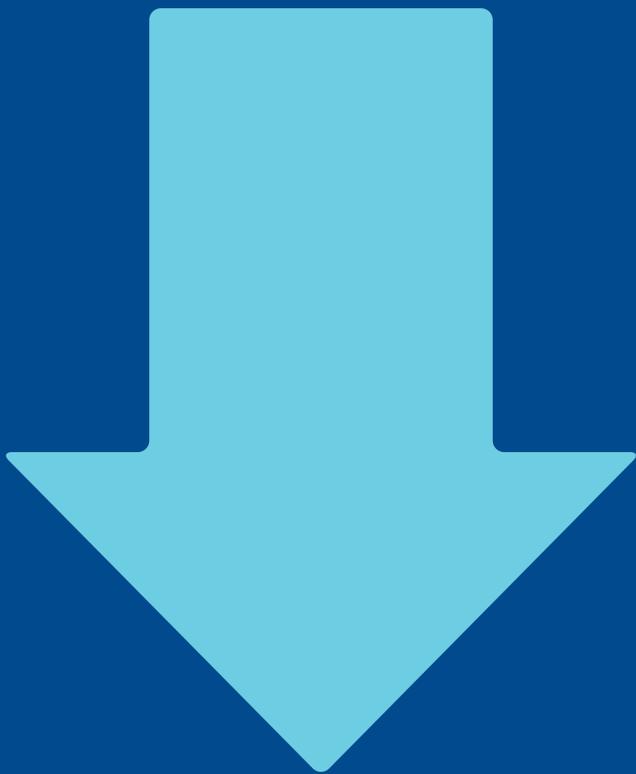
10" x 12"
Used on Carpet



PLEASE FOLLOW
DIRECTIONAL ARROWS
AND KEEP AT LEAST

**6 FEET
APART**

Thank you for practicing
social distancing.





**THIS WAY
TO EXIT
THE BUILDING**



PLEASE
WALK THIS DIRECTION
AND KEEP AT LEAST

**6 FEET
APART**

Thank you for practicing
social distancing.



PLEASE
WALK THIS DIRECTION
AND KEEP AT LEAST

**6 FEET
APART**

Thank you for practicing
social distancing.



REMINDER

PLEASE KEEP AT LEAST

**6 FEET
APART**

**THANK YOU FOR PRACTICING
SOCIAL DISTANCING**

REMINDER



PLEASE KEEP AT LEAST
6 FEET
APART

Thank you for practicing
social distancing.

REMINDER

PLEASE KEEP AT LEAST

6 FEET

APART

Thank you for practicing
social distancing.



ONE WAY



ONE WAY



COVID-19 EXIT ROUTING

In case of fire, tornado or other emergency,
defer to the company emergency plan.



COVID-19 EXIT ROUTING

In case of fire, tornado or other emergency,
defer to the company emergency plan.



UP ONLY STAIRWELL

**This is a ONE WAY Stairwell
USED TO GO UP ONLY**

PLEASE

STAND HERE

AND KEEP AT LEAST

**6 FEET
APART**

Thank you for practicing
social distancing.



DOWN ONLY STAIRWELL

**This is a ONE WAY Stairwell
USED TO GO DOWN ONLY**



TO HELP STAY SAFE, PLEASE
USE YOUR OWN CUPS
FOR BEVERAGES, WATER AND COFFEE

**CAFETERIA IS
CURRENTLY
CLOSED**

PERSONAL PROTECTIVE EQUIPMENT MASKS/FACE COVERINGS



REMINDER



All employees, essential contractors and registered visitors should wear face coverings/masks while in areas where they may have interactions with others and when social distancing is not possible.

This includes all areas of buildings where social distancing may not be possible, including (but not limited to):

- Restrooms
- Meeting Rooms, Shared Spaces or when interacting with others in confined spaces
- Areas of circulation (hallways, stairwells, breezeways, etc.)
- Any area deemed necessary by building administration

Protect Yourself and Others

If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at [cdc.gov](https://www.cdc.gov) and [floridahealth.gov](https://www.floridahealth.gov).

CLEAN HANDS KEEP YOU HEALTHY

REDUCE THE SPREAD

1.



Wet hands with water

2.



Apply enough soap to cover all hand surfaces

3.



Rub hands palm to palm

4.



Palm to palm with fingers interlaced

5.



Backs of fingers to opposing palms

6.



Rotational rubbing of left thumb in right palm and vice versa

7.



Rotational rubbing, backwards and forwards

8.



Rinse hands with water

9.



Dry thoroughly with a single use towel

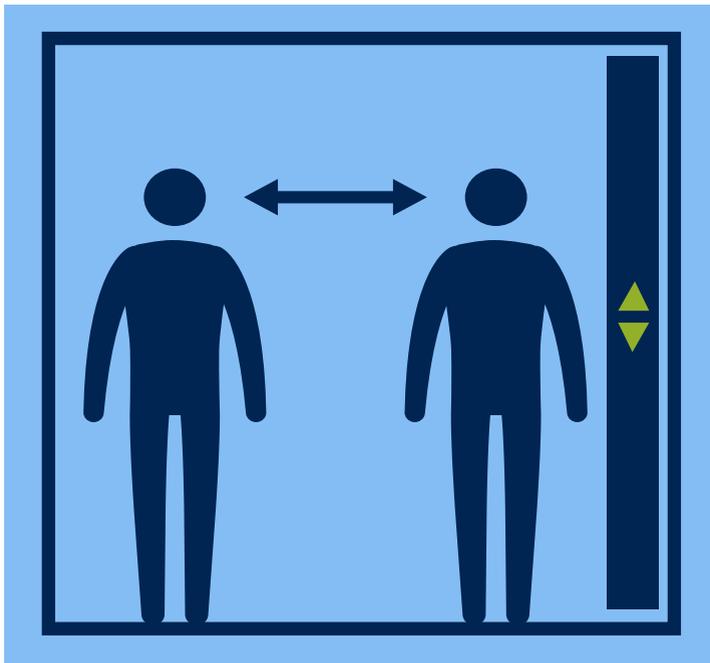
Protect Yourself and Others

If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at cdc.gov and floridahealth.gov.

ELEVATORS

SOCIAL DISTANCING

ELEVATORS will have DECREASED capacity for your health, safety and convenience



Wear a mask when using the elevator.

Maintain distance in an elevator, turn away, use back of hand or elbow to push buttons.

6 ft. social distancing while waiting for an elevator

INDIVIDUALS ON AN ELEVATOR AT A TIME

Protect Yourself and Others

If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at [cdc.gov](https://www.cdc.gov) and [floridahealth.gov](https://www.floridahealth.gov).

BEFORE ENTERING



We are committed to ensuring the safety, health, and well-being of all our employees and visitors.

Please help us stay safe by completing the self-screening process prior to entering.

Decrease your risk of spreading or catching COVID-19 by maintaining A MINIMUM 6 FEET distance from other people.

THANK YOU FOR PRACTICING SOCIAL DISTANCING

Protect Yourself and Others

If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at [cdc.gov](https://www.cdc.gov) and [floridahealth.gov](https://www.floridahealth.gov).

BEFORE ENTERING



COMPLETE THE SELF-SCREENING TOOL



DO NOT ENTER IF YOU HAVE:

- Tested positive for COVID-19
- A COVID-19 test that is pending
- Been told by a medical professional that you likely have COVID-19
- Someone in your household with COVID-19
- Had close contact with anyone in the past 14 days who has been diagnosed with COVID-19
- Symptoms of fever, cough and/or shortness of breath

Protect Yourself and Others

If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at [cdc.gov](https://www.cdc.gov) and [floridahealth.gov](https://www.floridahealth.gov).

MEETING ROOMS

SOCIAL DISTANCING

MEETING ROOM USE RULES



**PLEASE WIPE
DOWN TABLES
AND CHAIRS
AT THE END
OF EACH USE.**

Please practice social distancing during all meetings.

15 MINUTES must be provided between meetings to allow time for sanitization.

Protect Yourself and Others

If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at [cdc.gov](https://www.cdc.gov) and [floridahealth.gov](https://www.floridahealth.gov).

COVID-19 INFORMATION

HOW IT SPREADS



Through respiratory droplets from an infected person



Human contact



Contaminated objects

PREVENTION



Wear a mask



Do not touch face, eyes, nose or mouth



Wash hands



Practice social distancing



Keep objects clean



Do not shake hands



Do not share personal objects

IF YOU FEEL SICK OR BECOME INFECTED WITH COVID-19



Stay at home



Call your doctor or a hospital



Avoid contact with other people

SYMPTOMS



Headache

Fever

Cough

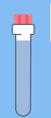
Shortness of Breath

Muscle pain



INCUBATION

Symptoms may show up 2-14 days later



TESTING

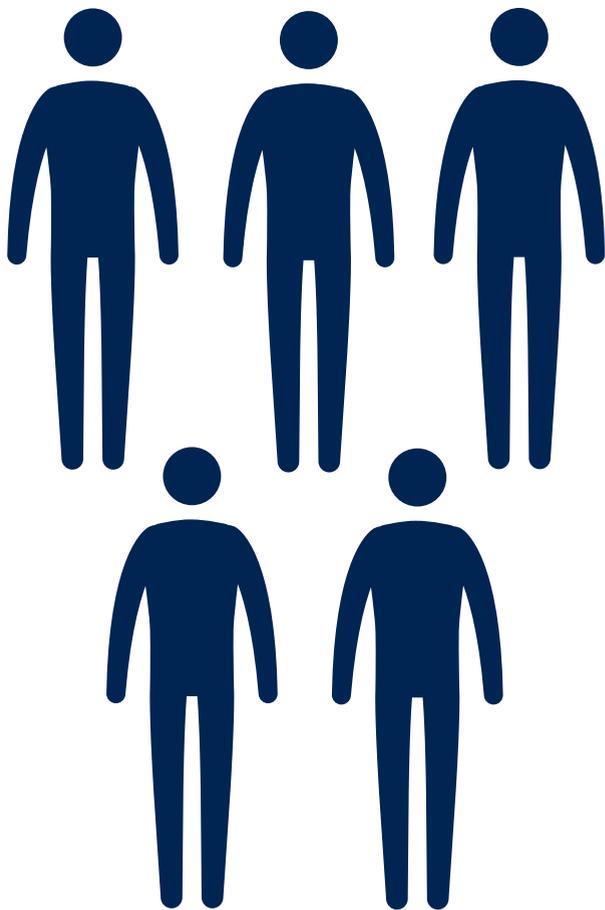
Call your doctor to get tested

If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at [cdc.gov](https://www.cdc.gov) and [floridahealth.gov](https://www.floridahealth.gov).

MEETING ROOMS

SOCIAL DISTANCING

Meeting Rooms will have **DECREASED** capacity for your health, safety and convenience



All in-person meetings must account for the amount of space needed for appropriate social distancing and must be considered prior to scheduling.

If the room where a meeting is being held does not allow for adherence to current social distancing guidelines, face coverings/masks must be worn; OR the meeting should be conducted virtually for all (or some) of the participants.

Example: If a reoccurring meeting is best supported by in-person sessions, half the participants may be in-person while the other half join by Microsoft TEAMS from their individual office spaces.

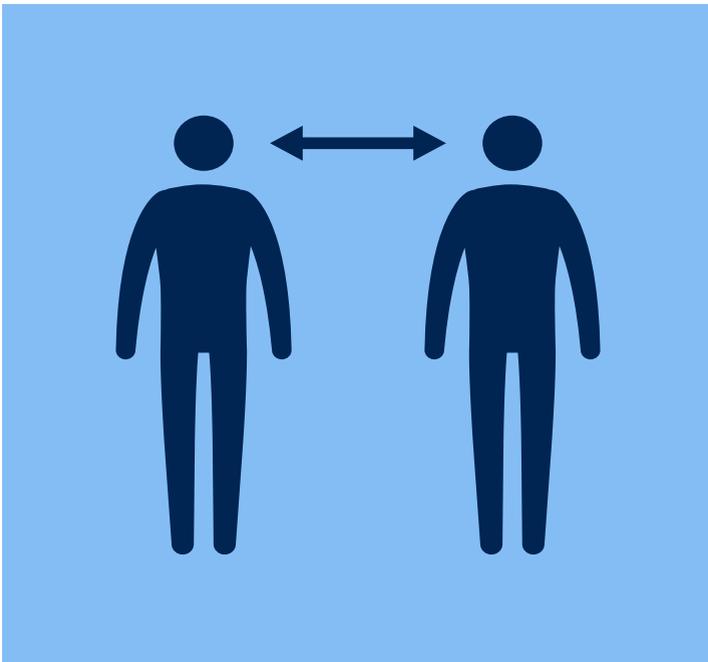
Large group meetings will adhere to the size guidelines within the state phased reopening plan.

Protect Yourself and Others

If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at [cdc.gov](https://www.cdc.gov) and [floridahealth.gov](https://www.floridahealth.gov).

SOCIAL DISTANCING

REMINDER



PLEASE KEEP AT LEAST

**6 FEET
APART**

THANK YOU FOR PRACTICING SOCIAL DISTANCING

Protect Yourself and Others

If you feel sick, stay home. If you become sick at work, alert your supervisor and go home. More information can be found at [cdc.gov](https://www.cdc.gov) and [floridahealth.gov](https://www.floridahealth.gov).