

## Shop Policy in the Event an Employee Tests Positive

In the event an employee shows any symptoms of Covid-19 they must notify the management and not report to work until a negative Covid-19 test result can be provided. If the employee tests positive, they must wait 10 days and produce a negative test to return to work.

To ensure the slow of spread of the virus and our clientele's peace of mind, we will contact any customer the positive testing employee has had contact with, in person or in their vehicle during the 2 days prior to the employee becoming symptomatic.

It is our company policy that all employees wear a mask when meeting customers as well as when working on the interior or driving the vehicle. In keeping with our Covid-19 policy, all vehicles are wiped down and cleaned thoroughly after service is complete, prior to the customer picking up.

For the remaining employees of our shop, we will follow the following CDC guidelines for critical workers, which includes the transportation industry.

CDC advises that critical infrastructure workers may be permitted to continue work following potential exposure to COVID-19, provided they remain asymptomatic and additional precautions are implemented to protect them and the community.

A potential exposure means being a household contact or having close contact within 6 feet of an individual with confirmed or suspected COVID-19. The timeframe for having contact with an individual includes the period of time of 48 hours before the individual became symptomatic.

Critical Infrastructure workers who have had an exposure but remain asymptomatic should adhere to the following practices prior to and during their work shift:

- **Pre-Screen:** Employers should measure the employee's temperature and assess symptoms prior to them starting work. Ideally, temperature checks should happen before the individual enters the facility.
- **Regular Monitoring:** As long as the employee doesn't have a fever or symptoms, they should self-monitor under the supervision of their employer's occupational health program.
- **Wear a Mask:** The employee should wear a face mask at all times while in the workplace for 14 days after last exposure. Employers can issue facemasks or can approve employees' supplied cloth face coverings in the event of shortages.
- **Social Distance:** The employee should maintain 6 feet and practice social distancing as work duties permit in the workplace.
- **Disinfect and Clean work spaces:** Clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment routinely.

If the employee becomes sick during the day, they should be sent home immediately. Surfaces in their workspace should be cleaned and disinfected. Information on persons who had contact with the ill employee during the time the employee had symptoms and 2 days prior to symptoms should be compiled. Others at the facility with close contact within 6 feet of the employee during this time would be considered exposed

