



COVID-19 BEST PRACTICES

YOUR FACILITY

- Take temperatures of all employees before they enter facility
- All employees sign self-reporting wellness affidavit daily
- All employees wear masks in common areas
- Sanitize offices 2x day (beginning & end)

IN THE FIELD

- Sanitize yourself before going in
- Wear masks, gloves, and any other required PPE
- Sanitize markets throughout service, using only approved disinfectants
- Sanitize door handles, kiosks, vending machine buttons, touch screen glass
- After leaving a client location, discard gloves and PPE, then sanitize cart and themselves before reentering trucks
- Sanitize truck and all totes at the end of the day

IN THE WAREHOUSE

- Create space between each picker with 6' markers
- Cash handling room: If there is more than 1 person in the room, create 6' distance and everyone wears masks and gloves
- Clean all totes