

ALL SEALANTS, INC.

SEALANT AND WATERPROOFING CONTRACTORS

9445 Corsair Road . Frankfort, IL 60423 . (708) 720-0777 . Fax: (708) 720-1651

April 14, 2020

To All ALL Sealants, Inc. Employees:

With the ever-changing environment surrounding the COVID-19 virus, the health and welfare of our employees remains at the forefront of our decision-making process.

We would like to remind all employees of the following best practices to utilize on the jobsite to ensure everyone remains as healthy as possible during these times of uncertainty:

- **Effective immediately: all employees MUST wear a face mask at all times when on a jobsite. ALL Sealants, Inc. will provide a washable, reusable face mask. It is your responsibility to wash it every evening. Please DO NOT SHARE this face mask with anyone! We will have a limited supply of disposable face masks, but it is your responsibility to report to work with proper PPE on a daily basis. If you choose not to use the face mask provided to you, you may utilize a different face covering, including bandanas, etc. However, if a GC requires a specific type of mask to be worn, you must comply with their requirements. Safety violations will be issued to any employee found not wearing proper PPE. The use of face masks DOES NOT negate the need to follow social distancing protocols.**
- Handwashing remains imperative to maintaining a clean jobsite for all. All employees should be thoroughly washing hands throughout the day, especially upon arrival at the jobsite, before and after eating, after touching high-traffic areas, and before leaving for the day. When washing with soap and water is not possible, a hand sanitizer with at least 60% alcohol content may be an acceptable alternative. Avoid touching your mouth, face, and eyes as much as possible. **ALL Sealants, Inc. will have a limited supply of disposable gloves available. All employees are encouraged to use these gloves when pumping gas into company vehicles, while making authorized purchases at retail stores, etc.**
- Employees are encouraged to sanitize tools and personal items they bring with to the jobsite daily.
- When possible, practice social distancing where you maintain at least 6 feet of distance between you and others. Please keep in mind standard jobsite safety protocols when practicing social distancing.
- If you are feeling ill – especially if you exhibit symptoms commonly associated with COVID-19, such as fever and flu-like symptoms – please stay home until you can see a doctor and obtain clearance to return to work. Please notify the office immediately.
- If you have recently been in contact with someone who has been diagnosed with COVID-19 or have travelled to a location categorized as a Level 3 travel advisory, please seek the assistance of a medical professional before returning to work. Please notify the office immediately.
- If you feel uncomfortable working at this time, ALL Sealants, Inc. will respect your decision and will not take any negative action against you. Please contact your superintendent once you feel comfortable returning to work.
- All employees are required to follow all jobsite protocols instituted by the general contractors we work for. This may include a general health assessment before being allow to work on a jobsite – ie, you may need to answer questions regarding you current health, submit to an infrared temperature scan, etc. These protocols are for the health and safety of all employees.

- Please notify the office immediately if you are diagnosed with COVID-19 so we can assess the next steps.
- Employees are encouraged to keep up-to-date with government recommendations and mandates. Please visit the CDC or IDPH websites for the most up-to-date information.

Please contact the office if you have any questions or concerns regarding the jobsites you are working on.