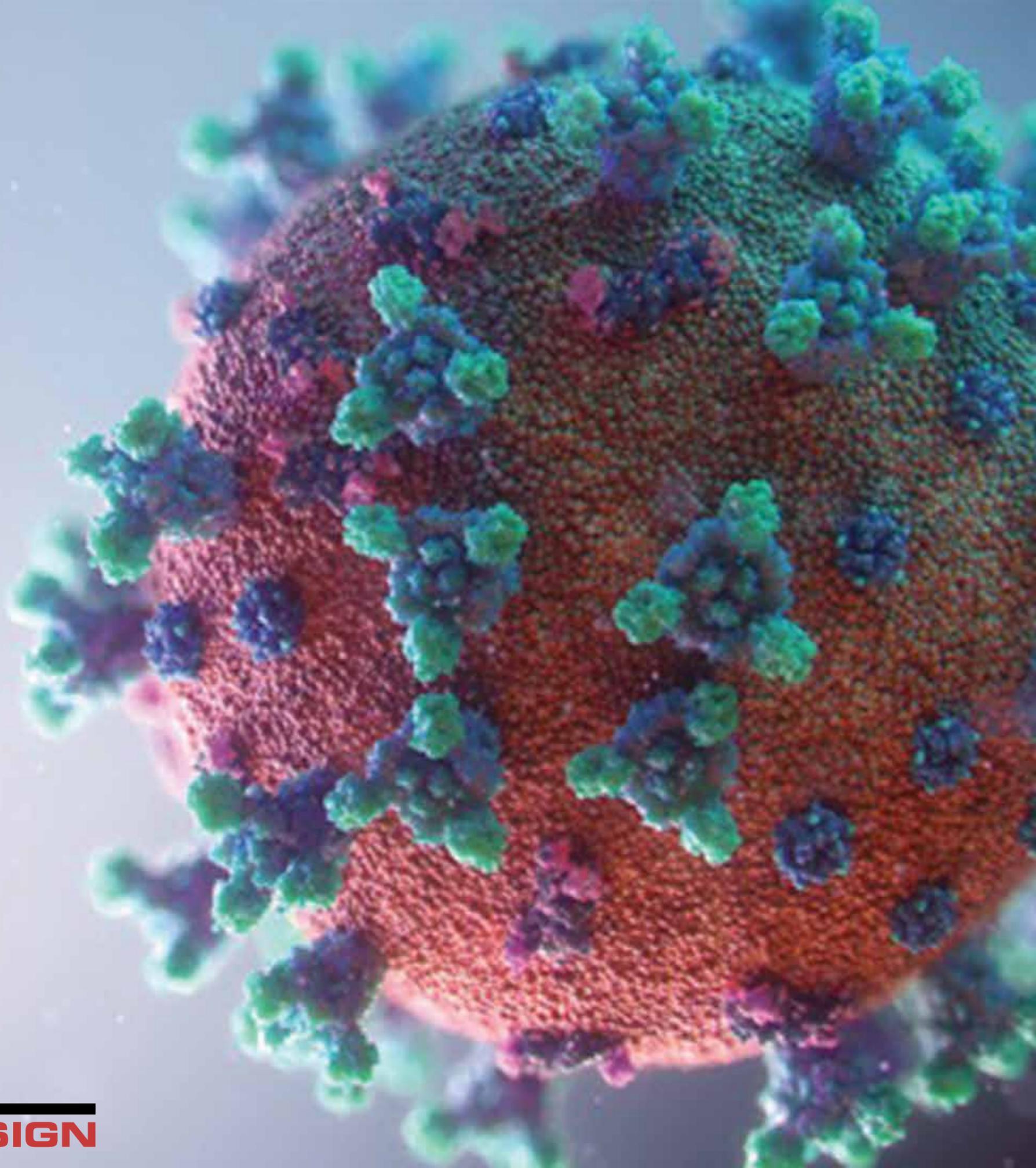


# **COVID-19 AND BEYOND**

PREPAREDNESS FOR EMPLOYEES RETURNING  
TO WORK IN THE WAKE OF CORONAVIRUS



*In the wake of COVID-19, we have all become acutely aware of the change in our norms to meet the challenge of slowing and stopping the spread. GEA is prepared to face these challenges head-on to ensure the safety of our employees and the new design demands for our clients.*

# What is COVID-19?

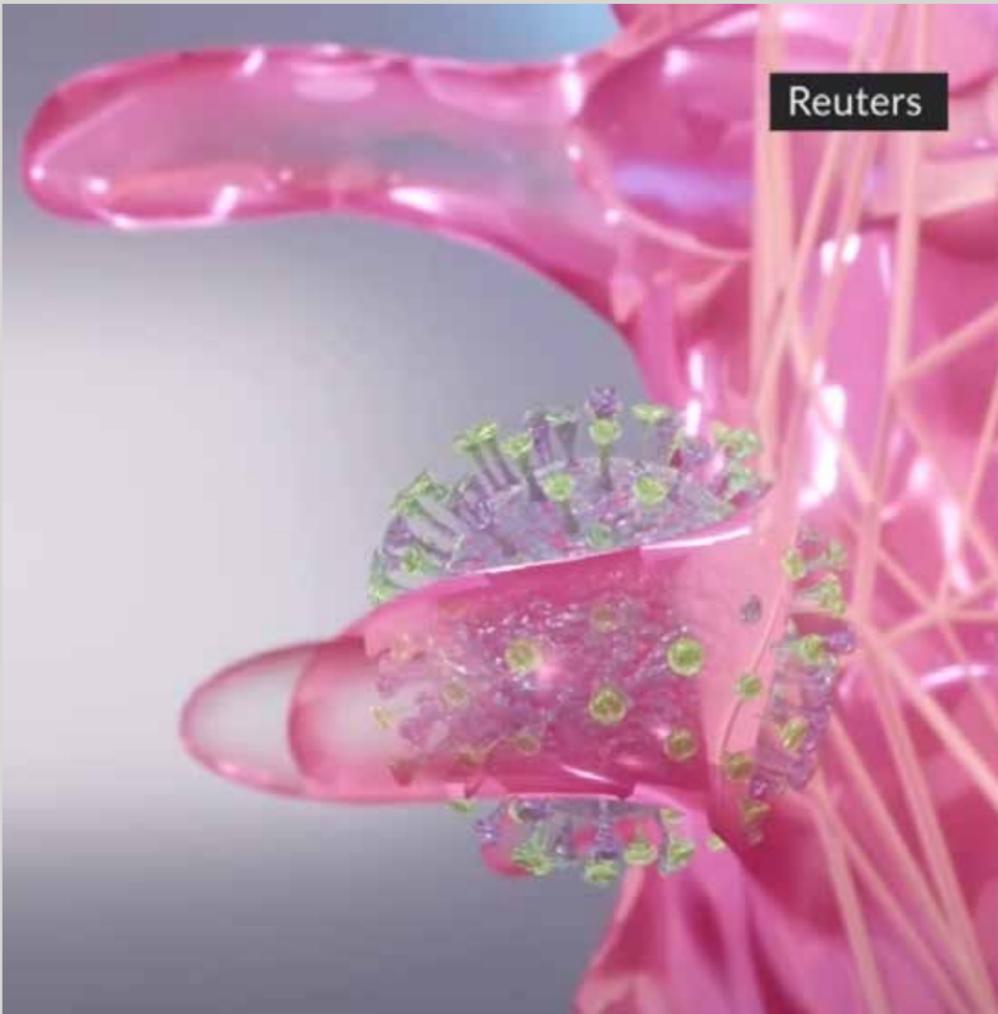
- **SARS-CoV2: Severe Acute Respiratory Syndrome Corona Virus 2**
- **The illness caused by the virus is known as COVID-19**
- **SARS-CoV2 is 60-140 nanometers in diameter**

*Center for Disease Control*

	COVID-19 (USA)	COVID-19 (World)
Years of Affect	2019 Ongoing	
Confirmed Cases	1.80M*	6.19M**
Mortality Rate	5.8% (105K)	6.07% (376K)

*\*as of 2020/06/02 Center for Disease Control*

*\*\*as of 2020/06/02 World Health Organization*



## How is COVID-19 Spread?

The primary catalyst for transmission is through close contact with infected individuals and through tactile contact with contaminated or compromised surfaces. Although not technically “airborne” the virus can be introduced to the body through droplets that have been exhaled or propelled through the air through sneezing or coughing.

*Center for Disease Control*

# What Individuals Can Do To Protect Themselves?

- Wear a mask covering your nose and mouth to protect yourselves and others around you.
- Frequently wash hands for at least 20 seconds and sanitize.
- Maintaining a safe distance of 6 feet away from others.
- Refrain from returning to work if you have come in contact with someone who has shown symptoms of the virus until having been tested and cleared to do so.



*GEA encourages all staff to take the precautionary steps necessary to feel safe while working in the office and in the field. Staff safety is and will continue to be our highest priority.*

# What GEA Is Doing To Protect You?

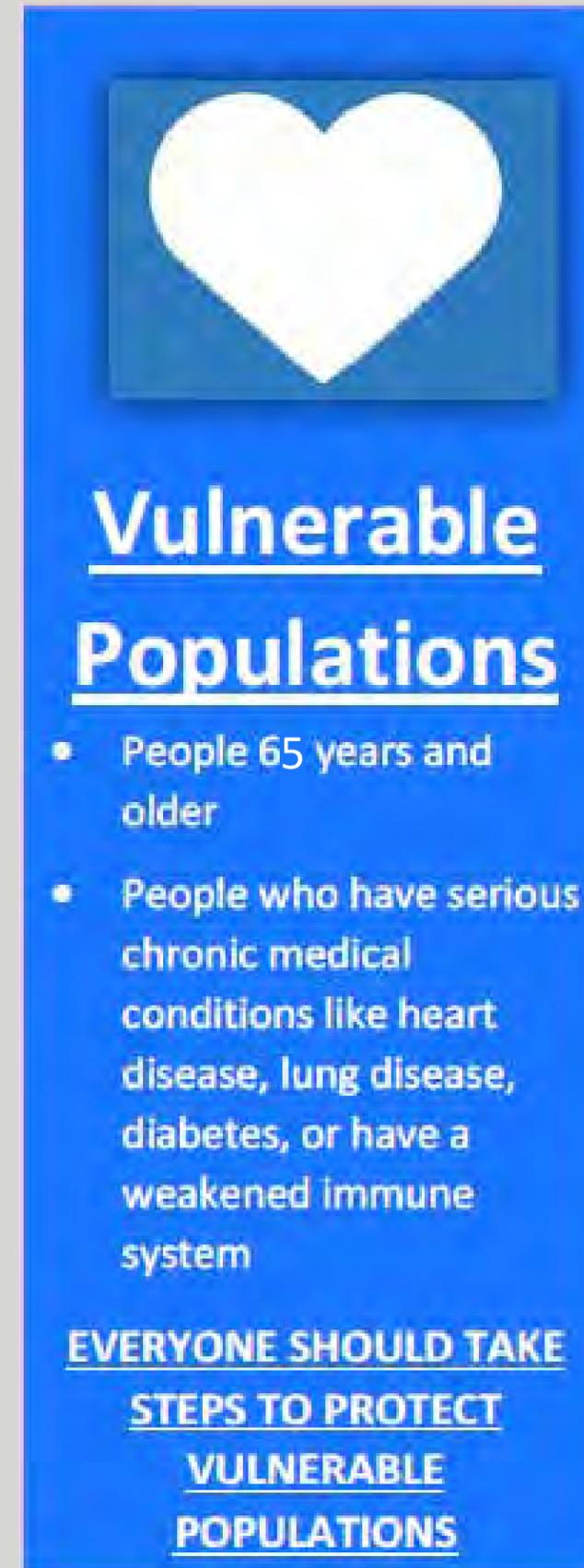
- Providing barrier devices between workspaces as needed to protect from droplets released from coworkers and others.
- Providing a sanitization area for packages and mail in an isolated area (table near Goyco/Edna).
- Providing sanitizer in all work stations and common areas.
- Introducing a reduced capacity in-person staggered work schedule that will increase to full capacity when the exposure risk is reduced.
- Adding higher grade filters and introducing more fresh outside air into the office space.
- Adding increased deep cleaning services to the cleaning rotation schedule.
- Masks and gloves will be provided by GEA upon request.
- When entering the office, each employee and guest will be required to submit to a temperature check.



# Accommodations for High Risk Groups

GEA is prepared to make special accommodations for employees in higher risk groups as identified by the CDC to enable them to continue working, while maintaining themselves away from the risks of COVID-19 and its heightened effect on them. Among this group are the following:

- People 65 years and older
- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
- Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease



**Vulnerable Populations**

- People 65 years and older
- People who have serious chronic medical conditions like heart disease, lung disease, diabetes, or have a weakened immune system

**EVERYONE SHOULD TAKE STEPS TO PROTECT VULNERABLE POPULATIONS**

*GEA recognizes the importance of protecting the health and safety of our employees and will take every measure to ensure your safety with measures in the office and through special accommodations for those with a higher risk.*

# GEA: The New Normal

As part of our activities in slowing the spread, GEA is requiring the following of employees within the office setting:

- Submit to temperature screening prior to proceeding to your desk and starting your work day. GEA has purchased a contactless thermometer for screenings and will keep a running log of screenings.
- Wash hands (for at least 20 seconds)/sanitize upon entry/re-entry of the office space from outside of the office.
- Disinfect any shared space after use, including conference room, public surface spaces, handles, fixtures and surfaces you come in direct contact with (toilet seats, keypads and touch screens, and printers).
- Refrain from handling packages until they have been properly disinfected and set aside for the proper amount of time (as per disinfectant recommendations).
- Masks will be required in all common areas in the office.
- Ensure that any clients coming into GEA know that they will be required to wear masks and submit to temperature checks. Employees shall promote and encourage virtual meetings only.
- If employees are required to attend site meetings for construction issues or commissioning inspections, all precautions must be taken as stated in this brochure.
- Notify GEA of any exposure to persons experiencing symptoms or if you are experiencing symptoms yourself prior to arriving to the office. The appropriate evaluation will be done to determine if it is safe for you to come to work. It will also allow GEA to take precautionary measures and alter the work scenario as necessary until the threat has diminished. Testing may be necessary to return to work.
- If you at any point become a part of the high risk group, please notify GEA so reasonable accommodations can be made for you to continue work in a way that preserves your health and reduces your safety risk.

*We encourage employees to provide suggestions for additional precautions.*