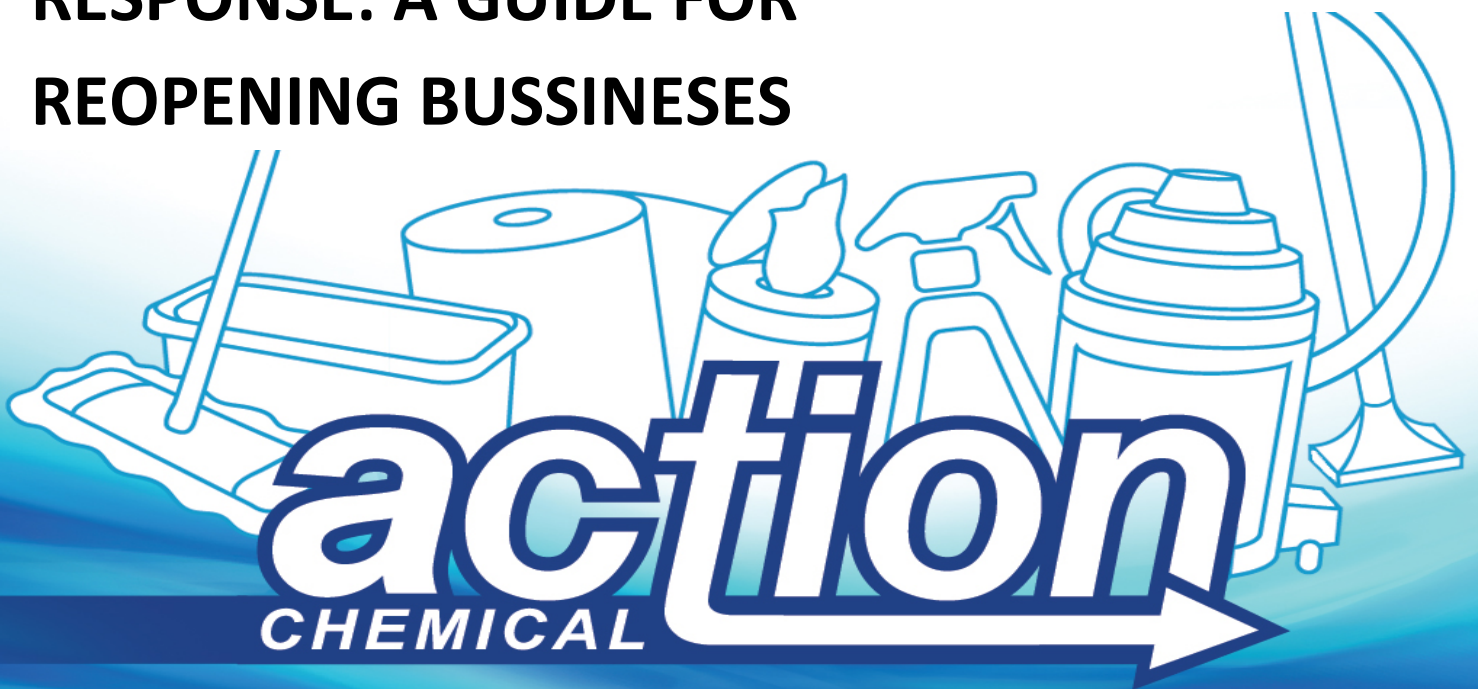


May 19, 2020

COVID-19 PREVENTION AND RESPONSE: A GUIDE FOR REOPENING BUSSESSES



INSTITUTIONAL & INDUSTRIAL CHEMICALS • JANITORIAL SUPPLIES

Action Chemical

Not just products, green solutions.

832 West River Center Dr. NE Comstock Park, MI 49321

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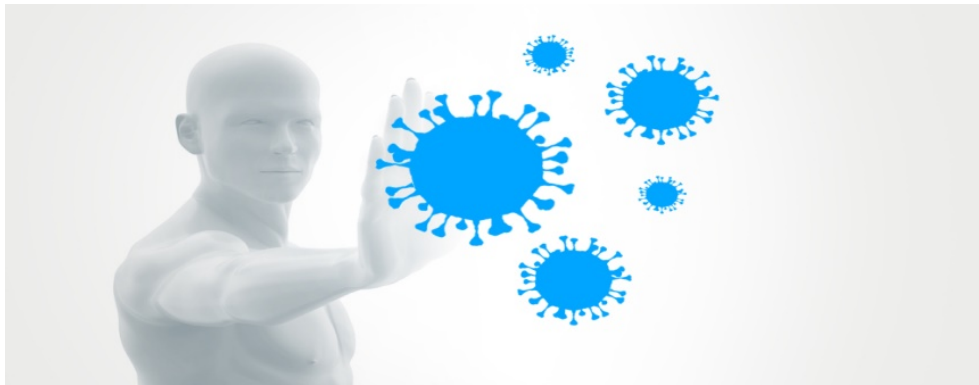
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Getting Ready to Reopen...

Action Chemical would like to offer guidance and direction to help implement a framework for best practices as you start to reopen your businesses.

Prevention



Conduct an Assessment:

1. What staff/employees are at high risk?
2. Is our business participating in activities that promote transmission?
3. Does our business have an existing cleaning procedure? Can it be improved?
4. Are there locations where employees typically congregate?
5. Are there areas in our business that would not allow customers or staff to distance?

Important Employee Practices:

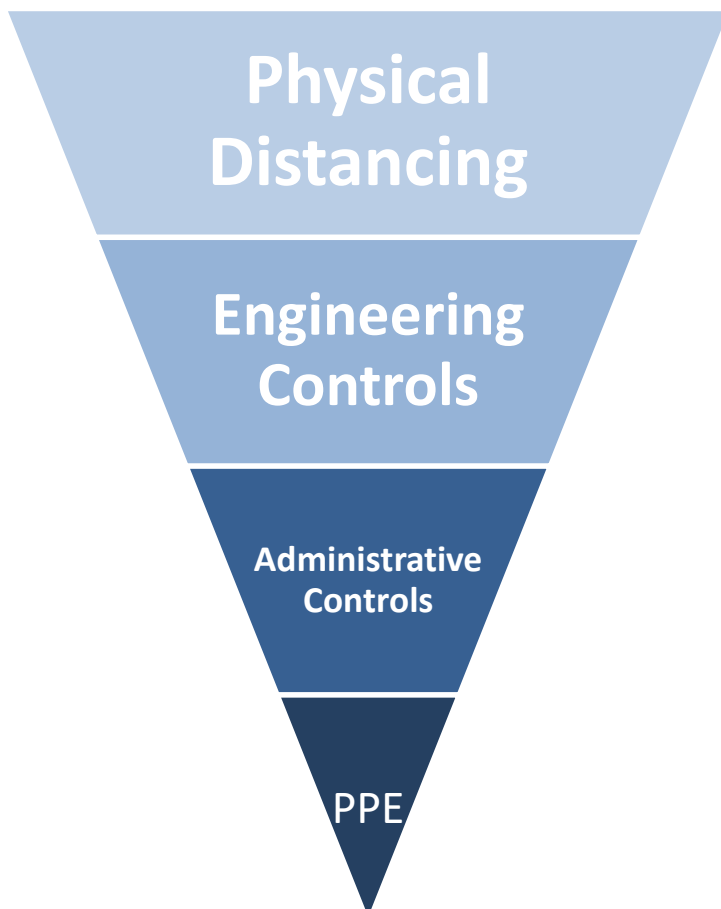
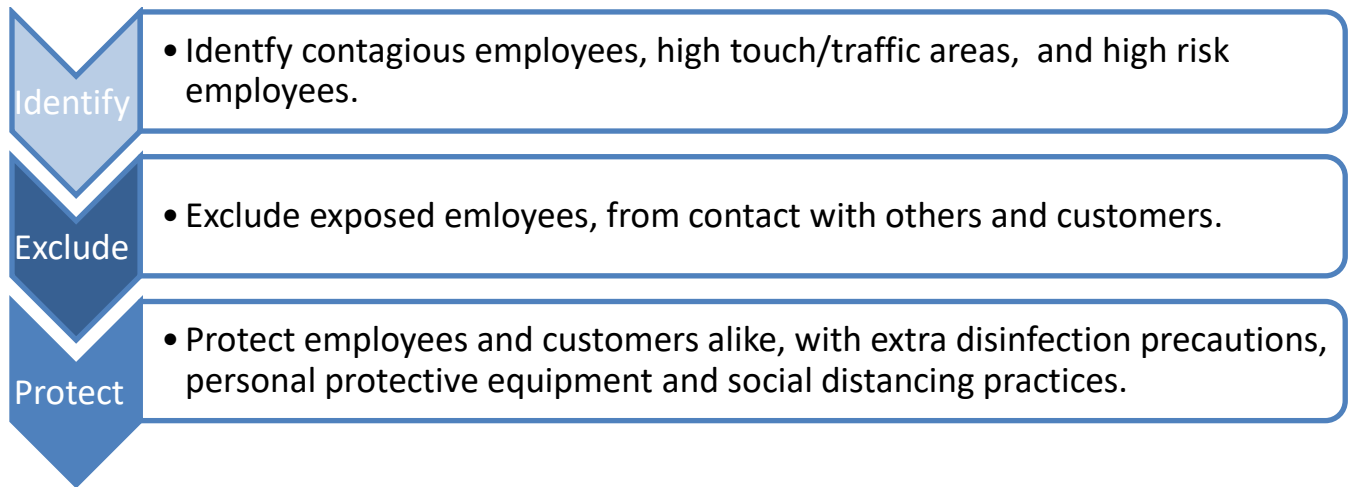
Wear a Mask: Non –Medical face masks should be worn when the 6ft rule cannot be applied.

Social Distance: Keep employees 6ft apart.

Disinfect and Clean Workspaces: Increase the amount of cleaning and disinfecting, and make sure cleaning supplies are readily available to employees. All offices, bathrooms, common areas and shared equipment should be done routinely.

Work Site Supervisors: Designate a worksite supervisor to monitor control strategies and be present at all times.

Prevention Continued



Physical Distancing:

Where possible, keep employees and customers the CDC recommended 6ft distance.

Engineering Controls:

Create physical barriers between people, and designate standing and seating areas.

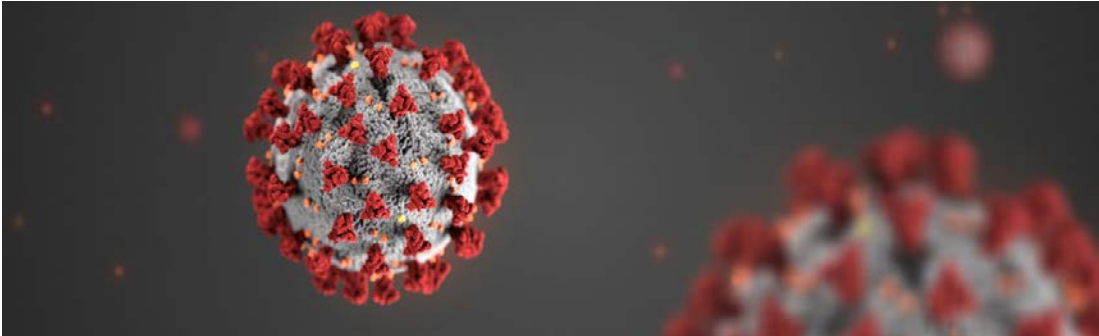
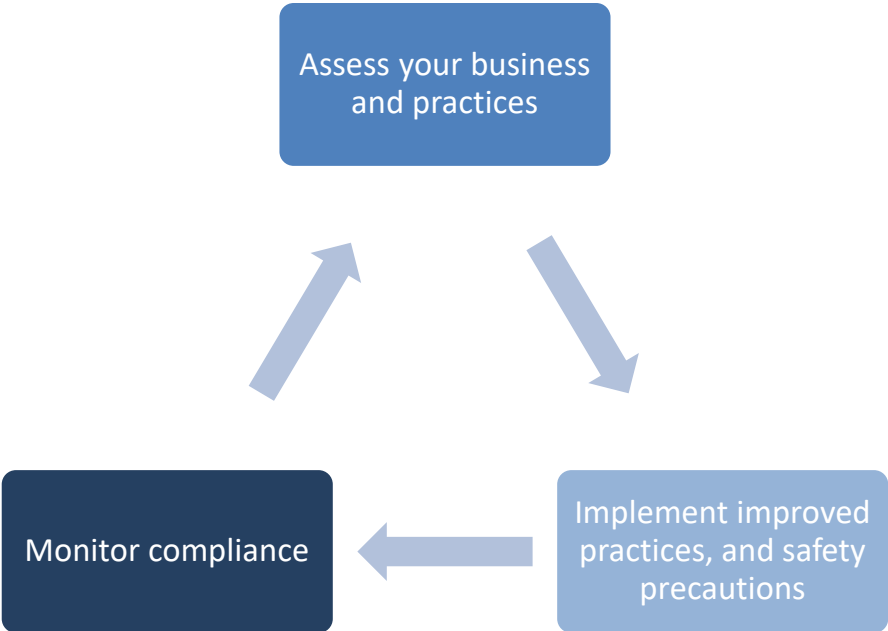
Administrative Controls:

Redistribute responsibilities to help limit the amount of necessary people.

Personal Protective

Equipment: Have people wear non-medical face coverings.

Conclusion





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