

COVID-19 Risk & Exposure Reduction GENERAL ON-SITE PRECAUTIONS FOR VISITORS

In the uncertain times that our nation faces, the safety and well-being of our visitors, personnel, and their families remains paramount. For visitors whose work requires physical presence at a Sandia location, this guide provides information that will assist in providing a safe and healthy work environment and is intended to appropriately ensure worker safety and health. **If any visitor feels ill, stay home.**

BEFORE COMING ON-SITE

All visitors are required to use the Health Check app to complete the required daily screening. Access the app by visiting <https://hr.sandia.gov> and click on the **Sandia Health Check** button. For those who do not have access to the app, in-person screenings are located at badge offices and access gates. Contact your Sandia host for specific screening locations, as well as any current restrictions related to travel.

WORK SMART APART

Limiting face-to-face contact with others is the best way to reduce the spread of COVID-19. Use this Sandia guidance to protect your health and safety and that of your Sandia escorts.

- **All visitors** and personnel on Sandia-controlled premises **are required to wear face coverings**. See *Friendly Face Time Guidance*.
- **Follow** your **host's work planning and control processes**, including additional **face covering requirements** that may be in place.
- **Practice social distancing** by **maintaining 6 feet of separation** with other people.
- **Pay attention for on-site visual reminders and signage** to maintain social distancing and **heed other awareness notifications** in auditoriums, conference rooms, office spaces and laboratories.
- **Limit your location footprint** while working on-site to only those work locations required to perform your essential work duties, starting in the parking lot.

BE WISE. SANITIZE.

- **Wash hands often** with soap and water for 20 seconds or use sanitizer.
- Clean your hands **after physical contact** with others or equipment and after coughing, sneezing, or blowing your nose.
- **If wearing gloves**, wash your hands before and after use.



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FRIENDLY FACE TIME GUIDANCE

Face covers and masks act as a barrier to prevent touching your face and they protect others in case you are infected.



All visitors and personnel on Sandia-controlled premises are required to wear multilayer cloth face coverings or masks.



- Visitors who perform activity level work in proximity of less than 6 feet of other workers will be provided surgical masks or cloth masks.
- For general use, face coverings may be personally owned. If you need a face covering or mask stop by one of the in-person Health Check stations.
- Individuals may temporarily remove their face covering when eating and drinking. Be prepared to don your face covering if someone approaches.

Friendly face time. I wear it for you and you wear it for me.