

**Introduction:**

To protect the health and welfare of our workers, visitors, and guests, COVID-19 protocols have been implemented for on-site work activities. This provides our visitors with assurance that the workplace and their personal health and safety are being protected to the maximum extent practicable while continuing to execute on SNL missions. Should you have questions contact Jeanetta Grover, Senior Protocol Officer and Government Relations at (202) 314-3027 or jeagrov@sandia.gov

Face Coverings and Distancing:

Face coverings are now mandatory, and employees, sub-contractors and visitors must wear a face covering while in the suite when others are present or likely to be. 6-feet of separation must be maintained when moving around the suite.

To clarify the term face coverings for purposes of SNL expectations, SNL follows current [CDC guidance](#) in addition to surgical and disposable face coverings.

Enhanced Entry Screening/Health Monitoring Process:

The entry screening criteria will determine whether an individual may access SNL facilities. Screenings include questionnaires, questions to be asked upon entry, visual inspection, face coverings, or other methods. Symptomatic individuals will not be authorized to enter the suite.

Meeting Etiquette:

- No coffee service/Keurig will be available or access to the kitchen area
- You may bring personal beverages, no 'items to share' are allowed
- Meals must be consumed outside of the conference room & suite
 - The L'Enfant food court is open and available for meals
- Ensure 6-feet of separation through;
 - Adequate spacing between chairs and standing participants
- Keep face coverings in place for the duration of the meeting
- Limit keyboard and remote-control use to one person
- Use only your own pens and note pads
- No handouts will be provided