



RAMPING BACK UP UNDER COVID PREVENTATIVE MANUFACTURING MEASURES: PART 2

The following guidance is taken from the Colorado Department of Public Health and Environment, Public Health Order 20-28 Safer at Home released on May 8, 2020. It provides the Colorado requirements taken from section II: Business Requirements, Appendix C: Non-Critical Office-Based Businesses and Appendix H: Non-Critical Manufacturing. Some of the requirements are repeated throughout these three sections and have been combined below for clarity and ease of use.

| REF. | REQUIREMENT | THINGS TO CONSIDER |
|--|--|---|
| Employers and sole proprietors shall take the following measures within the workplace to minimize disease transmission, in accordance with the CDPHE Guidance: | | |
| II.I.1.a. Appendix H I.B.2 | Deputize a workplace coordinator(s) charged with addressing COVID-19 issues Designate workers to monitor and facilitate distancing on processing floor lines; | <ul style="list-style-type: none">✓ Provide this employee with adequate support and resources✓ Ensure they're up to date on legislation and requirements for federal, state, city and county, as applicable✓ Give them the responsibility to oversee assessing effectiveness of the program✓ Select and train a backup should the employee be absent✓ Accountability commonly resides with HR or EHS✓ For some monitoring activities, it may be possible to leverage closed-circuit television (camera systems) to remotely view facilities as opposed to physically visiting the location |
| II.I.1.b Appendix C I.A.1 | Maintain 6-foot separation between employees and discourage shared spaces; Ensure a minimum of 6 feet of space between all desks and workspaces | <ul style="list-style-type: none">✓ Eliminate tables in the breakrooms, lunchrooms, and smoking areas to ensure 6-foot distance between employees✓ Remove or rearrange chairs and tables, or add partitions to tables in break rooms and other areas workers may frequent to increase worker separation✓ Identify alternative areas to accommodate overflow volumes such as training and conference rooms, or using outside tents for break and lunch areas |



| | | |
|----------------------|--|---|
| Appendix H I.A.1.iii | Create and implement policies or procedure for implementing 6-foot distancing and impermeable barriers between employees whenever possible; | <ul style="list-style-type: none"> ✓ Modify the alignment of workstations, including along production or assembly lines, if feasible, so that workers are at least 6' apart in all directions ✓ Ideally, modify the alignment of workstations so that workers do not face one another ✓ Consider using markings and signs to remind workers to maintain their location at their station away from each other and practice social distancing on breaks ✓ Close off common meeting spaces; if they cannot be closed off entirely, remove chairs, post signs of maximum occupancy, mark off 6-foot distances for where employees can sit/stand ✓ If desks/workstations are not in use due to distancing requirements, block them off with cones, tape or other visual reminders ✓ Post signage reminding employees of 6-foot separation ✓ Use visual cues to identify 6-foot distance in areas where standing/waiting, eating, meeting, etc. ✓ Use physical barriers, such as strip curtains, plexiglass or similar materials, or other impermeable dividers or partitions to separate manufacturing workers from each other |
| II.I.1.c | Clean and disinfect all high touch areas (COVID-19 Cleaning Guidance ENG.pdf); | <ul style="list-style-type: none"> ✓ High Touch Areas = Doorknobs, light switches, elevator buttons, stair railings, arms of reception area chairs, restroom surfaces, coffee pot handles, cabinet handles, common toolboxes, water cooler handles, common equipment, etc. |
| Appendix C I.A.3 | Conduct standard office cleaning with increased frequency and supplement with sanitization of high touch areas, in accord with CDHE guidelines; | <ul style="list-style-type: none"> ✓ Establish criteria and increased frequency of office space cleaning with vendor ✓ Require employees to clean their workspaces and provide them with the materials to do so ✓ Assign employees on a rotational basis to common areas and provide them with the procedure for cleaning that area |
| Appendix H I.A.1.iv | Create and implement policies or procedures for limiting the sharing of tools, equipment, or other resources to the greatest extent possible, and if not feasible, implement cleaning and disinfection protocols as often as possible for any such shared tool, equipment and resources; | <ul style="list-style-type: none"> ✓ Include the requirement for employees to wipe down personal items such as cell phones ✓ Provide cleaning supplies at point of use ✓ For Appendix H, document a policy or procedure on limiting the sharing of tools, equipment or other resources. If that is not feasible, document the cleaning and disinfection protocols for those items ✓ Implement 5S in workstations to eliminate non-essential items ✓ If possible, provide required tools for each operator |



| | | |
|--|--|---|
| <p>II.I.1.d</p> <p>Appendix C I.A.5</p> <p>Appendix H I.A.1.v.</p> | <p>Post signage for employees and customers on good hygiene;</p> <p>Post signage for employees and customer on good hygiene and new office practices;</p> <p>Create and implement policies and procedures for requiring hand washing upon arrival and before departure, establishing set hand washing time frames throughout shifts, and providing additional hand washing stations if possible;</p> | <ul style="list-style-type: none">✓ Provide workers access to soap, clean running water, and single-use paper towels for handwashing✓ Signage can be found and printed from the CDC and the CDPHE websites✓ Place handwashing stations or hand sanitizers with at least 60% alcohol in multiple locations to encourage hand hygiene✓ If possible, choose hand sanitizer stations that are touch-free✓ See OSHA's Sanitation Standard 29 CFR 1910.141, which requires employers to provide handwashing facilities for workers✓ Post in high traffic areas, restrooms, breakrooms, coffee galleys, doors, entrances/exits✓ Communicate/train employees on good hygiene practices✓ Remind employees to cover their mouth for coughs and sneezes and wash their hands immediately after✓ Print multilingual signage, as needed✓ Distribute to all employees with paychecks✓ Provide tissues and no-touch trash receptacles for workers to use✓ Educate workers that cigarettes and smokeless tobacco use can lead to increased contact between potentially contaminated hands and their mouth, and that avoiding these products may reduce their risk of infection✓ Educate workers to avoid touching their faces, including their eyes, noses, and mouths, particularly until after they have thoroughly washed their hands, upon completing work and/or removing PPE✓ For Appendix H, document a policy or procedure on frequency of handwashing✓ Stagger times to avoid congestion if using common sinks✓ Install additional hand washing stations, if possible |
| <p>II.I.1.e</p> <p>Appendix H I.A.5</p> | <p>Ensure proper ventilation (per OSHA guidelines);</p> <p>Ensure ventilation of work and break areas is in line with OSHA guidance;</p> | <ul style="list-style-type: none">✓ Facilities should consider consulting with a heating, ventilation, and air conditioning engineer to ensure adequate ventilation in work areas to help minimize workers' potential exposures✓ If fans such as pedestal fans or hard-mounted fans are used, take steps to minimize air from fans blowing from one worker directly at another worker✓ Personal cooling fans should be removed from the workplace to reduce the potential spread of any airborne or aerosolized viruses |



| | | |
|--|---|---|
| | | <ul style="list-style-type: none">✓ If fans are removed, employers should remain aware of, and take steps to prevent, heat hazards✓ Avoid recirculated air✓ Monitor and maintain specifications for air quality and ventilation rates✓ Ensure outside air intakes, air measurement stations and outside air dampers are working correctly✓ Inspect air filters and moisture eliminators to ensure they are clean and free of obstructions✓ Open roll-up doors and man doors if possible, to allow for more outside air |
| II.I.1.f Appendix C I.B.2 Appendix H I.A.1.i | <p>Avoid gatherings (meetings, waiting rooms, etc.) of more than 10 people;</p> <p>Minimize the number of in-person meetings and maintain 6-foot distancing in those meetings;</p> <p>Create and implement policies or procedure for limiting group interactions to keep any group less than (10) people by:</p> <ol style="list-style-type: none">1. Staggering shift changes, breaks, lunches, etc. and2. Eliminating all staff in-person meetings or lunches; | <ul style="list-style-type: none">✓ Eliminate if possible in-person meetings in conference rooms and move to phone or on-line conferencing✓ Limit all conference rooms, break rooms and other common areas to only 10 or less people✓ Lock out small conference rooms from use by employees✓ If gatherings of 10 or less people are required, follow the 6-foot distancing requirements, usual visual management (tape, markers) to safe distances✓ Post requirements using photos of proper behavior in conference rooms, breakrooms, lunchrooms, smoking areas, and other gathering places✓ For Appendix H, document a policy or procedure for how the organization plans to limit group interactions to 10 or less people✓ Stagger shift changes to minimize traffic flow in and out of the plant and to avoid large gatherings at the time clock, locker room, breakrooms✓ Add additional clock in/out stations, if possible, that are spaced apart, to reduce crowding in these areas. Consider alternatives such as touch-free methods or staggering times for workers to clock in/out✓ Consider moving to electronic clocking in/out or having one person in charge of clocking people in/out to avoid lines at the time clock✓ Stagger breaks and lunches and encourage employees to take lunch individually✓ Eliminate all in-person meetings and consider a PA system for announcements or a texting protocol, move huddles and shift change meetings to a larger space safe for social distancing, mark on floor 6-foot distances for meetings of small groups and move to a digital format to avoid high touch of the traditional markers used in huddles✓ Include in the policy or procedure how you plan to address special circumstances like large sorting and rework operations |



| | | |
|----------|---|---|
| II.I.1.g | <p>Implement symptom monitoring protocols, conduct daily temperature checks and monitor symptoms in employees at the worksite to the greatest extent possible, or if not practicable, through employee self-assessment at home prior to coming to the worksite. If an employee reports any symptoms, take all the following steps:</p> <ol style="list-style-type: none">1. send employee home immediately;2. increase cleaning in your facility and require social distancing of staff at least 6 feet apart from one another;3. exclude employee until they are fever-free, without medication, for 72 hours and 10 days have passed since their first symptom; and4. if multiple employees have these symptoms, contact your local health department; | <ul style="list-style-type: none">✓ Take employees' temperatures upon entry to the facility to identify anyone with a fever of 100.4F or greater (or reported feelings of feverishness).✓ Ensure that temperature screeners:<ul style="list-style-type: none">✓ are trained to use temperature monitors and monitors are accurate under conditions of use (such as cold temperatures)✓ wear proper PPE✓ Ensure that personnel performing screening activities, including temperature checks, are appropriately protected from exposure to potentially infectious workers entering the facility:<ul style="list-style-type: none">✓ Implement engineering controls, such as physical barriers or dividers or rope and stanchion systems, to maintain at least 6 feet of distance between screeners and workers being screened.✓ If screeners need to be within 6 feet of workers, provide them with appropriate PPE based on the repeated close contact the screeners have with other workers.<ul style="list-style-type: none">✓ Such PPE may include gloves, a gown, a face shield, and, at a minimum, a face mask.✓ N95 filtering facepiece respirators (or more protective) may be appropriate for workers performing screening duties and necessary for workers managing a sick employee in the work environment if that employee has signs or symptoms of COVID-19. If respirators are needed, they must be used in the context of a comprehensive respiratory protection program that includes medical exams, fit testing, and training in accordance with OSHA's (29 CFR 1910.134).✓ Provide verbal screening in appropriate language(s) to determine whether workers have had symptoms including a cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, and new loss of taste or smell in the past 24 hours✓ Require employees to perform a self-assessment at home prior to work✓ A sample Symptom Monitoring form can be found on the CDPHE website titled: Employee Health Screening Form.pdf✓ Establish a policy and post communication that indicates clocking in or badging into the facility affirms the employee is symptom-free and able to work✓ Identify the company representative (Direct Supervisor, HR, EHS) to report illness at work and communicate this to employees |
|----------|---|---|



| | | |
|---|--|---|
| | | <ul style="list-style-type: none">✓ Refer employees to the CDPHE Symptom Tracker for confidential data tracking for the purpose of public health mitigation of this disease✓ Send the employee home immediately or identify an isolation room (with closable doors) where the employee can wait should they need a ride or need direct medical assistance✓ Document a procedure for how to react to a symptomatic employee including the increased cleaning needed for all areas the employee would have been (CDC recommends a waiting period of time (2 hrs.) before cleaning to minimize exposure of those cleaning) |
| II.I.1.h Appendix H I.A.2 | <p>Eliminate or regularly clean and disinfect any items in common spaces, such as break rooms, that are shared between individuals, such as condiments, coffee makers, vending machines.</p> <p>Conduct cleaning protocols as follows:</p> <ol style="list-style-type: none">1. Daily deep cleaning and disinfecting and full cleaning in-between shifts in accordance with CDPHE guidance; and2. Establish protocols to increase the frequency of sanitization in work and common spaces, following OSHA requirements and CDPHE guidance | <ul style="list-style-type: none">✓ Clean per CDC or CDHPE guidelines✓ Eliminate when possible, breakrooms, coffee makers, condiments and other shared spaces |
| Appendix C I.A.2 Appendix H I.A.1.ii | <p>Modify the flow of people traffic to minimize contacts, such as identifying doors for entry or exit only;</p> <p>Create and implement policies or procedure for modifying the flow of people traffic to minimize contacts, such as arranging one-way flow of work and people;</p> | <ul style="list-style-type: none">✓ If possible, identify doors for entry into the facility and a different door for exit of the facility✓ Mark flow direction in hallways or other areas that may have require employees to be less than 6 feet apart✓ For Appendix H, document a policy or procedure to indicate how people should flow throughout the facility to minimize points of contact that would fall within 6 feet |



| | | |
|------------------|---|---|
| Appendix C I.A.4 | Provide employees with cleaning and disinfecting products and guidance on daily workspace cleaning routines; | <ul style="list-style-type: none">✓ Follow the CDC or CDPHE guidelines on acceptable cleaning and disinfecting products and methods✓ Determine and document appropriate cleaning protocols for each space and item within the space✓ Provide employees with the necessary products and materials to perform each protocol |
| Appendix H I.A.3 | Provide contactless options, such as entry to the worksite, payments, etc., whenever applicable and possible; | <ul style="list-style-type: none">✓ Review trash cans and remove lids to limit contact✓ Prop open doors during shift changes✓ Work with suppliers and delivery for on-line options for receipt confirmation and payment |
| Appendix H I.A.4 | Use paperless, electronic options whenever possible to reduce the use of sharing paperwork; | <ul style="list-style-type: none">✓ Consider how to handle travelers, work orders and work instructions and print individual copies for each employee or investigate an electronic option |
| Appendix H I.A.7 | Develop a Preparedness and Response document in accordance with OSHA guidance | <ul style="list-style-type: none">✓ Review the Manufacturer's Edge Response and Recovery checklist which outlines the development of response plan✓ Review the plan yearly and perform a mock exercise to ensure the team is responsive |

| REF. | REQUIREMENT | THINGS TO CONSIDER |
|--|--|--|
| Employers shall take all of the following measure regarding <u>employees</u> to minimize disease transmission: | | |
| II.I.2.a | Require employees to stay home when showing any symptoms or signs of sickness, and connect employees to company or state benefits providers; | <ul style="list-style-type: none">✓ Communicate to all employees the company's sick policies and require employees to stay home when symptomatic✓ Provide guidance on company or state benefit providers to ensure that they know where to get support should they require medical attention✓ Monitor employees for compliance |



| | | |
|------------------|---|---|
| II.I.2.b | Provide work accommodations for Vulnerable Individuals, who remain subject to Stay at Home advisement, prioritizing telecommuting, as Vulnerable Individuals shall not be compelled to go to work during the pendency of this pandemic emergency; | <ul style="list-style-type: none"> ✓ Vulnerable Individuals means: <ul style="list-style-type: none"> ✓ Individuals 65 years and older ✓ Individuals with chronic lung disease or moderate to severe asthma ✓ Individuals who have serious heart conditions ✓ Individuals who are immunocompromised ✓ Pregnant women ✓ Individuals determined to be high risk by a licensed healthcare provider ✓ Provide telecommuting options to Vulnerable Individuals through Zoom, Teams, Go-to-Meetings, etc., if possible |
| II.I.2.c | Provide to the greatest extent possible flexible or remote scheduling for employees who may have child or elder care obligations, or who live with a person who still needs to observe Stay at Home due to underlying condition, age, or other factors; | <ul style="list-style-type: none"> ✓ Extend hours so that employees can perform tasks during off hours with fewer employees ✓ Provide for split schedules (4 hours at home/4 at work) should employees have to split the day with a working spouse/significant other ✓ Support flexible start/end times for attending to obligations |
| II.I.2.d | Encourage and enable remote work whenever possible; | <ul style="list-style-type: none"> ✓ Same considerations as above with support of telecommuting and limiting the number of employees on-site ✓ Create work scheduled for splitting shifts or rotations to maintain 50% of total workforce |
| Appendix C I.B.1 | Maintain in-office occupancy at no more than 50% of total by maximizing use of telecommuting and developing in-office rotation schedules | |
| Appendix C I.B.5 | Allow telecommuting to the greatest extent possible; | |
| Appendix H I.B.8 | Encourage all employees not critical to in-person operations to continue working from home or working remotely; | |



| | | |
|------------------|--|--|
| II.1.2.e | Encourage breaks to wash hands or use hand sanitizer; | <ul style="list-style-type: none"> ✓ Build in more breaks into the work schedule to wash hands/use hand sanitizer, as well as to clean workspaces |
| Appendix C I.B.3 | Provide guidance and encouragement on maintaining 6-foot distancing and taking breaks to wash hands; | <ul style="list-style-type: none"> ✓ Provide training on and communication on good hygiene practices and social distancing requirements |
| Appendix H 1.B.4 | Require employees to wash their hands upon arrival to and before departure from the facility, as well as frequently during work shifts, in accordance with the policy required in Appendix H I.A.1.v | <ul style="list-style-type: none"> ✓ Access the CDC, CDPHE sites for posters and communication ✓ Provide handwashing sinks/hand sanitizer receptacles at the entrance and exits of the facility ✓ Provide hand washing sinks or hand sanitizer receptacles near the time clock or in the flow from entry to manufacturing floor |
| II.1.2.f | Phase shift and breaks to reduce density; | <ul style="list-style-type: none"> ✓ Stagger start times, establish rotation of days |
| Appendix H I.B.7 | Stagger employee lunch and break times | <ul style="list-style-type: none"> ✓ Determine the requirements for overtime in order to meet increased production needs as to not increase density |
| II.1.2.g | Provide appropriate protective gear like gloves, masks, and face coverings as defined by OSHA industry standards. | <ul style="list-style-type: none"> ✓ Instruct Leads and Supervisors to release employees for breaks and lunches on a staggered scheduled versus a specific time |
| Appendix C I.B.4 | Require gloves and masks for any customer interactions; | <ul style="list-style-type: none"> ✓ Require employees to wear the prescribed and provided protective gear ✓ Perform periodic audits to ensure that employees are compliant |
| Appendix H I.B.3 | Require employees to use masks or face coverings, except where doing so would inhibit that individual's health; | <ul style="list-style-type: none"> ✓ Educate and train employees on the company policies and the expectations that they wear the protective gear ✓ Require customers to wear prescribed protective gear ✓ Workers who perform cleaning and disinfection tasks may require additional PPE and other controls to protect them from chemical hazards pose by disinfectants ✓ For Appendix H, should face coverings cause an additional safety risk (caught on moving parts, difficulty breathing, etc.), perform a risk analysis and re-engineer the process or implement extra cleaning and distancing precautions |
| Appendix H I.B.1 | Provide guidance about how to comply with 6-foot distancing | <ul style="list-style-type: none"> ✓ Hang posters in high traffic areas and common areas to remind employees of the requirement for social distancing ✓ Set floor markings as a visual reminder to comply with distancing |



| | | |
|--------------------------------------|--|---|
| Appendix H I.B.5 | Disinfect workstations between shifts and/or at the end of the workday | <ul style="list-style-type: none"> ✓ Hire a cleaning crew to come in between shifts or at the end of day to clean high touch areas, common areas and workstations if that is not assigned to employees ✓ Create procedures for end of shift or end of day protocols for cleaning ✓ Increase the frequency of cleaning by current contractors |
| Appendix H I.B.6 | Group employees into teams or shifts that remain together | <ul style="list-style-type: none"> ✓ In order to limit exposure, evaluate the ability to create work teams of less than 10 people who will always work together and adjust schedules accordingly |
| Appendix H I.A.6 Appendix H I.B.9 | <p>Support transportation arrangements that discourage carpooling;</p> <p>Encourage the wearing of masks or other face coverings while carpooling or taking other forms of public transportation</p> | <ul style="list-style-type: none"> ✓ Communicate to employees the risks of carpooling since a 6-foot separation is not feasible ✓ If employees must carpool or take public transportation, communicate to them best practices of wearing a mask, gloves, carrying hand sanitizer, etc. to minimize the potential risks ✓ Limit the number of people per vehicle ✓ Encourage hand hygiene before entering and upon arrival ✓ Clean and disinfect commonly touched surfaces after each carpool (door handles, handrails, seat belts) ✓ • Communicate to employees the risks of carpooling since a 6-foot separation is not feasible ✓ • If employees must carpool or take public transportation, communicate to them best practices of wearing a mask, gloves, carrying hand sanitizer, etc. to minimize the potential risks ✓ • Limit the number of people per vehicle ✓ • Encourage hand hygiene before entering and upon arrival ✓ • Clean and disinfect commonly touched surfaces after each carpool (door handles, handrails, seat belts) ✓ Encourage employees to follow coughing and sneezing etiquette |

| REF. | REQUIREMENT | THINGS TO CONSIDER |
|---|---|---|
| Employers and sole proprietors shall take all of the following measure regarding <u>customers</u> to minimize disease transmission: | | |
| II.I.3.a Appendix C I.C.4 | Create whenever possible special hours for Vulnerable Individuals only; Implement hours where service is only provided to Vulnerable Individuals if possible | ✓ Set aside hours for Vulnerable Individuals only |
| II.I.3.b Appendix C I.C.1 Appendix H I.C.4 | Encourage 6-foot distancing inside of the business for all patrons; Require 6-foot distancing measures wherever possible, such as a marked space in check-out lines Encourage 6-foot distancing and implement procedure to limit person-to-person interaction in inbound/outbound shipping areas | ✓ Same considerations as above ✓ Mark floors to indicate distance and hold visitors to the policy ✓ For Appendix H, eliminate truck drivers or delivery from entering the facility. If that is not possible, create a barrier between and eliminate high touch items such as pens or keypads ✓ Implement touchless receipt and payment processes |
| II.I.3.c Appendix C I.C.2 Appendix H I.C.3 II.I.3.d Appendix C I.C.3 | Encourage customer use of protection like gloves and face coverings; Encourage customer to use facial coverings when on the business premises; Require essential visitors to wear masks or face coverings; Provide hand sanitizer at the entrances to the greatest extent possible; and Provide hand sanitizer at entrances and other high-traffic locations; | ✓ Provide required PPE upon entrance to the facility ✓ Follow the same procedures and protocol as is required of employees ✓ Instruct visitors of the policy and proper use of gloves and face coverings ✓ For Appendix H, this requirement is mandatory for manufacturing facilities ✓ Install hand sanitizers at entry points and communicate the requirement for use |



| | | |
|------------------|--|--|
| II.1.3.e | Use contactless payment solutions, no touch trash cans, etc. whenever possible. | <ul style="list-style-type: none"> ✓ Same considerations as above ✓ Limit inbound/outbound truck drivers from having access to facility by establishing a process for communication by phone, bell/buzzer |
| Appendix H I.C.1 | Prohibit entry to the worksite of all non-essential external visitors | <ul style="list-style-type: none"> ✓ Determine essential vs. non-essential visitors based on specific criteria ✓ Work with non-essential visitors for telecommunication or other ways to provide the service |
| Appendix H I.C.2 | Conduct symptom checks for any essential visitors who will interact with employees | <ul style="list-style-type: none"> ✓ Consider requiring the exact same policies and procedures for internal employees ✓ Communicate and train essential visitors prior to the visit |

| REF. | REQUIREMENT | THINGS TO CONSIDER |
|--|---|---|
| Employers with <u>over fifty (50) employees</u> in any one location shall, in addition to the above requirements, implement the following protocols: | | |
| II.1.4.a | Implement employee screening systems that follow the requirements of Section II.G.1.g above in one of the following ways: <ol style="list-style-type: none"> 1. Set up stations at the worksite for symptom screening and temperature checks; or 2. Create a business policy that requires at-home employee self-screening each work day and reporting of the results to the employer prior to entering the worksite; | <ul style="list-style-type: none"> ✓ Same considerations as above ✓ Larger organizations require more frequent communication and more documented policies and procedures to effectively implement new protocols |
| II.1.4.b | Close common areas to disallow gatherings of employees; | <ul style="list-style-type: none"> ✓ Same considerations as above |
| II.1.4.c | Implement mandatory cleaning and disinfection protocols; | <ul style="list-style-type: none"> ✓ Same considerations as above ✓ Consider how to verify and validate cleaning activities have been performed |
| II.1.4.d | Require mandatory adherence to Social Distancing Requirements. | <ul style="list-style-type: none"> ✓ Same considerations as above ✓ Train Leads, Supervisors, Direct Managers to monitor adherence to company protocols |

Manufacturer's Edge has been working with the manufacturing community, the state of Colorado, and our Manufacturing Extension Partnership National Network to establish best practices for maintaining a safe and clean environment as people go back to work. We have also developed a number of resources and programs designed to customize your company's response to the covid-19 crisis. We want to do our part to provide a safe work space and will provide some support free of charge, as well as assist you by leveraging alternative sources of funding for complex issues. Please contact your regional director to find out how we can help.

Stacy Feeney
Regional Director, Denver
sfeeney@manufacturersedge.com
303.345.5633

Cindy Nowak
Regional Director, Denver South
cnowak@manufacturersedge.com
303.956.6217

Michael Ward
Regional Director, Southern Colorado
mward@manufacturersedge.com
719.291.2436

Janine Ledingham
Regional Director, Northern/Western Colorado
jlendingham@manufacturersedge.com
720.320.7541

Disclaimer:

The information provided by Manufacturer's Edge is for guidance purposes only. Manufacturer's Edge is not your attorney and cannot provide you with legal advice. Manufacturer's Edge training or consulting services are intended as a tool to assist companies in good manufacturing practices; however, following training or consulting does not ensure compliance with the law, FDA's, or OSHA's regulations. For advice regarding any legal compliance during this time, please consult your legal counsel.

The information provided by Manufacturer's Edge will vary in applicability to each manufacturer, importer, or exporter. It is not possible for Manufacturer's Edge training curriculums or consulting services to address every situation. Manufacturers should implement the practices and programs that will function best to manufacture products based on the nature of their operations.

Manufacturer's Edge does not guarantee the accuracy, adequacy, completeness or availability of any information provided in its training or consulting services and is not responsible for any errors or omissions or any results obtained from the use of such information. Manufacturer's Edge gives no express or implied warranties, including but not limited to, any warranties of merchantability or fitness for a particular purpose or use. In no event shall Manufacturer's Edge be liable for any indirect, special, or consequential damages in connection with any use of its training or consulting services.

Sources:

- CDC Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>
- Department of Labor's Occupational Safety and Health Administration (OSHA) <https://www.osha.gov/SLTC/covid-19/additional-resources.html>
- World Health Organization: Getting your workplace ready for COVID-19, March 3 2020 <https://www.who.int/docs/default-source/coronaviruse/getting-workplace-ready-for-covid-19.pdf>
- FDA's Food Safety and the Coronavirus Disease 2019 (COVID-19) <https://www.fda.gov/food/food-safety-during-emergencies/food-safety-and-coronavirus-disease-2019-covid-19>
- Interim U.S. Guidance for Risk Assessment and Public Health Management of Persons with Potential Coronavirus Disease 2019 (COVID-19) Exposures: Geographic Risk and Contacts of Laboratory-confirmed Cases. <https://www.cdc.gov/coronavirus/2019-ncov/php/risk-assessment.html>. Accessed March 26, 2020
- American Enterprise Institute, National Coronavirus Response-A road map to reopening, March 29 2020 <https://www.aei.org/research-products/report/national-coronavirus-response-a-road-map-to-reopening/>