

March 4, 2020

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From: CHPRC Communications
To: CHPRC Employees (please cascade)
Subject: CORONAVIRUS PREVENTION

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ANNOUNCEMENT

Department of Energy
Richland Operations Office
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To: ALL ORP/RL EMPLOYEES AND SUPPORT STAFF

Subject: CORONAVIRUS PREVENTION

The CDC and public health departments remain the primary source of information for education, preparation, prevention, and response to COVID-19. Each of these organizations have provided a significant amount of information to assist in the prevention of COVID-19 illnesses in the workplace. It is important to recognize that the CDC continues to report that the risk for most of the American public is considered

low at this time, but there are general practices that are recommended to mitigate risk of exposure and spread of COVID-19 and similar types of illnesses, highlighted below.

Actively encourage sick employees to stay home:

- Employees who have symptoms of acute respiratory illness are recommended to stay home and not come to work until they are free of fever (100.4° F [37.8° C] or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants). Employees should notify their supervisor and stay home if they are sick.
- HPMC Occupational Medical Services can provide worker health education, but does not provide screening or treatment for viral conditions. Contact your personal physician if you are sick or if you have concerns about a personal health condition.

Emphasize respiratory etiquette and hand hygiene by all employees:

- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing or sneezing. Always wash hands with soap and water if hands are visibly dirty. You can review proper hand washing techniques at <https://www.cdc.gov/handwashing/videos.html>
- Avoid touching your eyes, nose, and mouth with unwashed hands.

Perform routine environmental cleaning:

- Routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops, and doorknobs. Use the cleaning agents that are usually used in these areas and follow the directions on the label.
- No additional disinfection beyond routine cleaning is recommended at this time.

Additionally, the Washington State Department of Health has established a novel coronavirus call center: 1-800-525-0127 and press #

More information is available at:

- Centers for Disease Control and Prevention COVID-19 website: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

- Washington State Department of Health COVID-19 website:
<https://www.doh.wa.gov/Emergencies/Coronavirus>
- Benton-Franklin Health District COVID-19 information:
https://www.bfhd.wa.gov/news/what_s_new/novel_coronavirus_in_washington_state