

## 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.*