

ALL OF OUR EMPLOYEES HAVE READ AND SIGNED OUR MAX PUBLIC HEALTH RESPONSIBILITY POLICY WHICH STATES:

- Avoid contact with people who are sick or who are experiencing flu-like symptoms
- Avoid touching your eyes, nose and mouth
- At home and at work, clean and disinfect frequently touched objects and surfaces using a regular household disinfecting cleaning spray or wipe
- Wash your hands with hot soapy water for a minimum of 20 seconds at the beginning of your shift and at frequent intervals throughout your shift
- If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol
- If you are sick, stay at home. If you feel like you are coming down with something, stay at home
- If you cough or sneeze, cover your mouth and nose with the inside of your elbow or into a tissue, discard the tissue and immediately wash your hands
- Avoid physical contact with other employees and guests which includes handshakes and hugs
- Do not share food or beverages with other employees
- If you are aware that another employee is sick but refuses to leave work, you need to tell a manager immediately
- If you or someone that you live with has traveled within the last two weeks to any area that has been deemed high risk by the CDC, notify your managing partner or supervisor. These areas include Washington State, Iran, South Korea, Italy, China and Japan.
- If you have been diagnosed with Novel Coronavirus (COVID-19), you must immediately contact your managing partner or Human Resources by telephone, email or text so that the appropriate healthcare agencies can be notified and any necessary assistance can be obtained. You should follow this same notification process if you reside with or have been in close contact with someone who has tested positive for the virus.
- If you have been absent from work for more than three days with symptoms potentially consistent with coronavirus your absence will be excused, but you must present a doctor's note before you will be allowed to return to work. You should be symptom free for at least 24 hours prior to returning to work.

ADDITIONAL STEPS THAT WE ARE TAKING:

- To guide our decision making we will constantly and carefully review CDC and WHO web-sites for news updates and recommendations as well as State and local updates and recommendations
- We are reviewing the policies and procedures being implemented by all of our vendors and suppliers and will only do business with those vendors whose policies mirror our own
- We will provide 60% alcohol-based hand sanitizer for all of our guests and staff to the extent that supplies remain available