

Sienna COVID-19 Safety Plan

In accordance with the Washington State Department of Health, Labor & Industries, and OSHA, we have developed a company safety plan to address the current COVID-19 pandemic. This plan includes the following safety measures:

Employee Education

- Signs, symptoms, and risk factors associated with COVID-19 illness
- How to protect oneself against contracting the illness
- What to do if illness is acquired

Mandatory Social Distancing

- At least six feet of separation maintained between employees
- Visitors to the building only allowed for critical maintenance/repair work
- Mail carriers limited to within six feet of the building entrance

Personal Protective Equipment

- Employees and visitors are required to wear face masks at all times
- Gloves are provided in and frequent hand washing required

Routine and Frequent Cleaning

- Shared tools and equipment, and frequently touched surfaces will be cleaned with alcohol solution frequently
- Work spaces will be kept clean to avoid harboring contamination
- In the event of employee illness, cleaning will be performed in accordance with CDC disinfection guidelines

Health Screening

- Employees and visitors will be screened by no-contact thermometer upon entering the business
- Any and all symptoms experienced by employees are to be reported immediately

Procedure to Address Sick Employees

- Any employee experiencing symptoms at work will be required to leave the premises and to seek health care
- Employees suspected or confirmed to have COVID-19 will not be allowed back to work for a period of time in accordance with the timeline guidance provided by the Washington State Department of Health
- Employees in close contact with a person suspected or confirmed to have COVID-19 will also be required to quarantine and monitor for symptoms for 14 days before returning to work