

### **COVID-19 Update:**

On Tuesday, June 9 the offices and warehouse at Fire-End and Croker Corp., officially reopened. We have been working as an essential business for the past two + months but now we are allowed to reopen with a full staff. There are some rules we are implementing to protect our employees and visitors.

- All employees will have their temperature taken each morning.
- Keep social distancing as much as possible / try to keep 6 feet distance between yourself and any other personnel ( see signs)
- Wear masks whenever possible especially when leaving your desk and also at all times in the warehouse.
- Observe occupancy signs for people capacity in the break rooms/kitchens. (3in large kitchen; 2 in the small kitchen at one time)
- Use Clorox wipes in each bathroom for any sink, faucet or toilet you touch. The bottle of wipes will be in there; please leave the bottle in place after you use it.
- Observe the social distancing orange cones for the time clock.
- Remind any visitors you know of that before they come they must wear masks or stay outside of the building
- If you do not have a mask, one will be provided to you for your personal use in our office and warehouses.

Stay Safe! Welcome back!

*Please stay informed and take all necessary precautions to prevent infection and the spread of COVID-19. Detailed information is available at <https://www.cdc.gov/coronavirus/2019-nCoV/>*