The following document is for historical purposes and is no longer being updated. Please go to the COVID-19 website for more recent information.
STAY HOME if you are sick.

**Symptoms to watch for:**
- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

**Avoid contact with others while you are sick**
- Stay in a specific room at home and away from other people, as much as possible
- Talk with a doctor and your supervisor about when you can return to work

**Stay at least 6 feet (about 2 adult arms’ length) from other people at work and in your community as much as possible**
- Stay at least 6 feet apart during conversations, in locker rooms, hallways or corridors, and when entering or leaving your workplace
- Do not share drinks or food with coworkers
- Tools should be regularly cleaned and disinfected, especially when you change workstations or move to a new set of tools
- Do not carpool, if possible

**Wear a cloth face covering over your mouth and nose while in the workplace and in public**
- Fit your covering snugly, but comfortably, against the sides of your face
- When removing your face covering, try not to touch your eyes, nose, or mouth, and wash your hands immediately
- Wash or replace the face covering after use
- Replace the face covering when it is wet or dirty
- Continue to wear the personal protective equipment (PPE) required for your normal work tasks
Do not touch your eyes, nose, or mouth

- With unwashed hands
- While wearing gloves
- While adjusting or removing your face covering or safety glasses

Wash your hands with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer that contains at least 60% alcohol:

- Before and after work shifts and breaks
- After blowing your nose, coughing, or sneezing
- After using the restroom
- Before eating
- Before and after preparing food
- After putting on, touching, or removing cloth face coverings.

Cover your coughs and sneezes

- Cover your mouth and nose with a tissue or use the inside of your elbow if you have no tissue
- Throw used tissues in the garbage
- Immediately wash your hands or use hand-sanitizer containing at least 60% alcohol after sneezing or coughing