

MEMO

04/29/20 Face Coverings



To: All Employees

This memo describes the modification to our Face Covering policy.

Reference MEMO 04/22/20 Face Coverings for prior policy.

Face coverings means a covering that fully covers a person's nose and mouth, but is not a Medical-Grade Mask. The term "Face Covering" includes, without limitation, scarves and bandanas.

There has been a recent increase in positive cases spread across many jobs that our field personnel are occupying. Because of this we're modifying our "Face Covering" policy, to help and ensure the safety for all of our employees. Below is an Amendment to our Shop/Office Company Policy during this State of Emergency.

Sessa Sheet Metal – Shop/Office Company Policy Amendment

Face Coverings must be worn at all times in order to set foot in this establishment. This will be true until further notice.

Personnel Included (but not limited to):

- All field employees entering the shop for material pick-up/drop-off.
- All courier services.
- All shop employees.

Any person violating this policy will be asked to leave and/or not permitted to return without proper face covering.

This and future memo's will be posted at the link below.