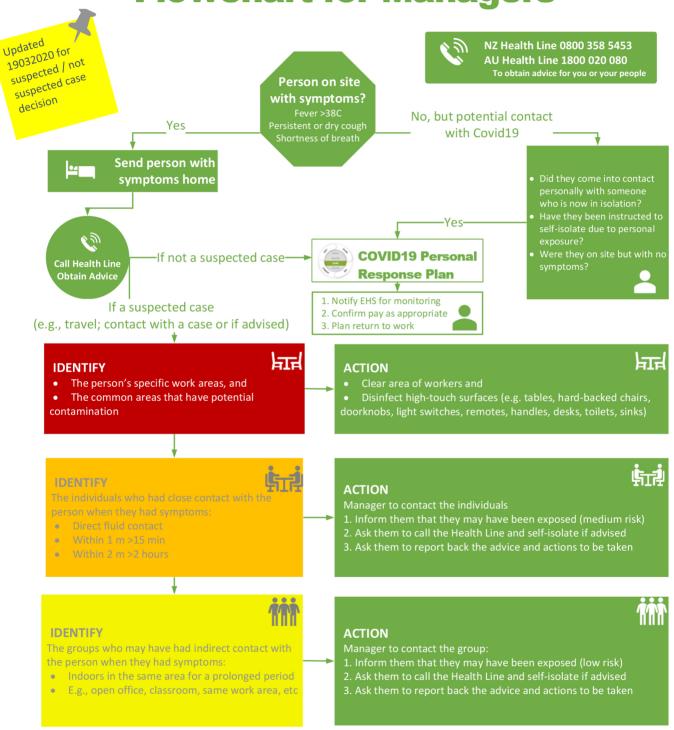


COVID19 Response Flowchart for Managers



Communication Tips

- Outline the exposure and decisions made
- Confirm that that efforts were made to identify and contact people who had direct exposure
- Remind everyone that they can use the Personal Response Plan to evaluate their risk
- Remind everyone of good hygiene practices
- Request that affected individuals inform their manager
- Confirm that the situation will be monitored and that an update will be provided if the situation changes
- Refer people to support where needed (e.g., EAP, EHS, P&P, Manager, etc)