

## COVID -19 Safety Plan - effective May 15, 2020

We understand that COVID-19 is an ever evolving situation and things may change as our business operates. We will monitor our workplace and update our plan as necessary.

All XL Quality team members know who to go to with health and safety concerns. In resolving safety issues, everyone on the team is welcomed and encouraged to participate.

We have considered occupancy levels and work-from-home options. We have a limited number of people at the **Elimination** workplace and have physical distance when possible. We have our barrier in place to distance customers from front-line **Physical Controls** workers. We have established cleaning protocols for our barrier. We have identified rules and guidelines for how workers should conduct Administrative themselves. We have reviewed the Controls information on cleaning and disinfecting surfaces.