



Gilmer County Emergency Management has formulated the following mitigation procedures for your business style based on recommendations and procedures established by the CDC in response to the current COVID-19 event. These procedures are purely recommendations, and in no form or context, implicit or implied, are to be taken as directives or mandates.

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1. **Wash your hands** often with soap and water for at least 20 seconds.
2. Or, **use hand sanitizer containing at least 60% alcohol.**
3. **Avoid touching your eyes, nose, and mouth** with unwashed hands.
4. Put 6' of **distance between yourself and other people**
5. Cancel gatherings of **more than 10 people.**
6. Review **possible alternative work assignments** for employees.
7. Develop **workplace plans to include liberal leave** and telework policies.
8. Consider **7-day leave policies** for people with COVID-19 symptoms.
9. Encourage **personal protective measures** among staff.
10. **Clean and disinfect frequently** touched surfaces daily (e.g., all interior and exterior doorknobs, window latches, head/foot boards, nightstands, light fixtures, etc.)
11. **Clean and disinfect all frequently** touched lobby surfaces and items.
12. Ensure **hand hygiene supplies** are readily available in all rooms, lobby and common areas.
13. Limit large **work-related gatherings** (e.g., staff meetings, after-work functions.)
14. **Cancel** non-essential work travel.