

Subject: COVID-19 Update 4-7-20

Date: Tuesday, April 7, 2020 at 2:47:11 PM Central Daylight Time

From: Mike Heitmann

To: ZZComplete e-mail list

Good afternoon, employee-owners:

Below is an update on our COVID-19 response. The first part is additional information and the second part contains answers to the questions that have been submitted.

ADDITIONAL INFORMATION:

- In yesterday's email, a question was asked about reducing the work week to limit exposure between employee-owners. This decision will be made on each job on a case-by-case basis. We like this idea and encourage it; however, some projects may not be able to comply because of certain project requirements or schedules. Project leads should work with their Profit Center Officer/Director to determine if this should be done on your project.
- Numerous employee-owners are working hard across the country to make face masks for our crews. Our plan is to have enough face masks for all field craft workers by next Monday, April 13th. Additional details on the face mask policy and guidelines will be distributed before then. In the meantime, we encourage employee-owners to use a bandana or other method to cover their face until the masks arrive on your jobsite. Unless your state or particular project requires it, the use of a face mask is not mandatory at this time, it is only a suggestion.

QUESTIONS SUBMITTED:

1. **The Secretary of Defense has given preliminary guidance on the use of Cloth Face Coverings for DOD Personnel. I was informed that I will be getting a memo in the coming days on how to make them and properly use them. I will share this information for your use once I receive it.**

ANSWER: Sounds great, thanks for your input. This will be helpful as we finalize our face mask protocol as discussed above.

As always, please continue submitting your questions to covid19@garney.com.

Mike Heitmann

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