## Cornoa Virus Procedures

We have advised all staff to stay at home if they experience any symptoms or are sick.

We have advised all staff to maintain a distance of at least 6 feet (social distancing).

We have advised all staff to cover their mouth and nose with the inside of their elbow or a tissue if they cough or sneeze and to dispose of any used tissues.

After any cough or sneeze and several times a day we have advised all staff on the importance of washing hands thoroughly with soap and water for a minimum of 20 seconds.

We have supplied disposable gloves and hand sanitizer on each motor coach.

All driving staff wear protective masks during operations with soldiers.

We have supplied hospital-grade cleaning solution to the maintenance and driving staff.

We have consulted with CDC on cleaning frequency guidelines and are following them.

We clean the buses at least daily, focusing on high contact areas.

We disinfect all bathrooms and interior surfaces in our motorcoaches prior to picking up soldiers.

We are employing cleaning products can also kill most, if not all flu virus, including products containing:

hydrogen peroxide detergents (soap) iodophors (iodine-based antiseptics) alcohols WE DO NOT USE CHLORINE PRODUCTS

We have notified all staff that the flu virus can survive on hard surfaces for up to 48-hours.

Additionally, we are:

- Maintaining an adequate supply of disinfectant for cleaners and monitoring for use and resupply.
- Reviewing proper dilution according to manufacturer specification.
- Making sure there is an ample supply of hand sanitizer (when available) throughout the bus.
- Reviewing cleaning procedures with cleaning staff for effectiveness and safety following Federal guidelines (29 CFR 1910.1030).
- Using plastic trash liners for proper disposal.
- Employing disposable gloves for drivers as well as cleaning staff.
- Advising charter and tour groups to encourage passengers who are ill to remain home.
- Discussing with drivers, procedures for handling passengers who become ill.

We believe that by employing these procedures properly, we can continue to provide the public and our contracted guests with a safe, virus-free environment.