

March 2, 2020

Dear Barton Staffing Solutions Employee.

As a valued member of the Barton Staffing Solutions team, your health and well-being are important to us. For all employee's health and safety, it is important that you let Barton Staffing Solutions know if you test positive for the COVID-19 virus.

While many questions regarding COVID-19, the novel coronavirus remain unanswered at this time, there are practical, commonsense ways for you to take care of yourself, protect others, and monitor latest developments.

Based on guidance from the [U.S. Centers for Disease Control and Prevention](#), they recommend:

- Avoid close contact with sick people
- Avoid touching eyes, nose, and mouth
- Stay home when you are sick
- Cover cough or sneeze with a tissue, then throw the tissue in the trash
- Clean and disinfect frequently touched objects & surfaces using regular household cleaning spray/wipe
- Wash hands often with soap and water for at least 20 seconds.

To learn more about the novel coronavirus and keep up with the latest developments, see the [About Coronavirus Disease 2019](#) and [CDC's Frequently Asked Questions and Answers](#) webpages. For information about handwashing, see [CDC's Handwashing](#) website.

Sincerely,

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