

Weekly Recap

COVID-19—SPRINGFIELD ASSEMBLY PLANT EMPLOYEES

Monday, June 8, 2020



If you are experiencing (fever, coughing, shortness of breath) **DO NOT REPORT TO WORK. DO NOT GO THROUGH THE TURNSTILES.**

Immediately contact your Healthcare Provider. Contact the HR Department at (937) 390-2829 and leave your name and a return phone number so someone can contact you to provide additional instructions. If you have arrived at the facility and start to develop symptoms of COVID-19 (fever, cough, shortness of breath) immediately notify a member of management in the area and they will direct you to report to medical for evaluation.

Testing Positive

Within this past week we have had 4 individuals at this facility test positive with COVID-19 and many more out being tested. **It is imperative that you continue to practice social distancing, good hygiene, and wear your face protection while in the facility.**

If you are experiencing symptoms, been told by a Healthcare provider to take a COVID-19 test, or have taken a COVID-19 test and are awaiting the results, **DO NOT REPORT TO WORK UNTIL YOU HAVE BEEN CLEARED BY A MEDICAL PROFESSIONAL.** You will not receive discipline and may be eligible for pay if any of the above has occurred. Please help us keep everyone safe and healthy! It is your social responsibility to not place your co-workers lives in danger. **If you knowingly report to work with COVID-19 symptoms, or repeatedly wear your face protection incorrectly or not at all, this may be considered Gross Industrial Misconduct and be subject to discipline.**



Not all heroes wear capes. The Company has many of our own Frontline Heroes working hard everyday to keep our employees safe and healthy. Our heroes are continuously cleaning and disinfecting the facility and evaluating symptomatic employees.

When you see the cleaning personnel, medical staff, and Security out and about in the plant, please tell them thank you and we appreciate everything they are doing. Because of their efforts, we can trust they are doing everything possible to keep you and your coworkers safe!

Safety Deputies

The Safety Deputies have been completing weekly audits and addressing any issues related to the audit. Thanks to Terri Cason and the Safety Deputies any issues that have arisen are being addressed quickly. Thank you for a job well done!!

Face Shields

Having trouble with your face shield? The Company has a couple of different types. Please reach out to your Supervisor or Safety Deputy to see if we have one that will better suit your needs!

Coming Soon

The Company and Union are currently working on an employee survey regarding COVID-19. Please participate when it is handed out. Employees are a great way to identify any areas that we may need to improve upon or to communicate those items that we have done a great job on.

EAP sessions with Henry Kaminski and Jeff Lynch are being scheduled. Watch for details on how to participate.

Suggestions

If any of you have ideas on how we can help you stay safe and healthy, please reach out to your Safety Deputy, Steward, or any member of Management. Some of the best ideas come from our own employees.

