

Weekly Recap

COVID-19—SPRINGFIELD ASSEMBLY PLANT EMPLOYEES
Tuesday, August 11, 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.

COVID-19 Cases

Below are current numbers in the Springfield Assembly Plant: from March 2020 thru August 10, 2020.

145 Confirmed Negative

22 Confirmed Positive

- 9—have RTW

13—have not RTW

1 Confirmed Death

49 Waiting on results



Employee Survey Results

There were about 280 employees who responded to the Covid-19 actions survey. Thanks very much to those that did. Some key issues are being addressed in the Daily Report so be sure to look for those. In addition, a small team of management and union employees reviewed the results together and identified 5 key messages:

1. Lack of communication
2. Cleaning and sanitization
3. Concern about masks and shields
4. Masks/shields not being worn properly and not enforced
5. Co-workers not taking the virus and social distancing seriously, hard to keep social distancing when working on a truck

Employee Survey Results-Cont'd

Two weeks ago in this Weekly Recap we discussed communication. Last week, we published a joint letter addressing the proper wearing of PPE and enforcement. Today let's cover Cleaning and Sanitization. A few of the comments specifically referred to bathrooms and break areas. We have increased the frequency of cleaning and the way cleaning is done for the break areas based on those survey comments. A lot of the Cleaning and Sanitization takes place on 2nd shift. On the other side of this page you will find a copy of the cleaning and sanitization schedule. While TOPS is responsible for common areas, please take responsibility for cleaning in your work area. Use the bleach solution available in each department, or the hydrogen peroxide solution in your personal return to work kit to clean surfaces and frequent touch points. Refills of cleaners, hand sanitizers and even the anti-fog solution are available from the Safety office. Contact your supervisor or Safety Deputy.

See the backside of this Weekly Recap to see the revised Daily Disinfection Plan.

Ohio Public Health Advisory System

Clark and Greene County are at a Level 2.

Montgomery County remains at a Level 3.

Champaign County is at a Level 1.

Level 3—Public Emergency: very high exposure and spread.
Limit activities as much as possible.

Level 2—Public Emergency: increased exposure and spread.
Exercise high degree of caution.

Level 1—Public Emergency: active exposure and spread

Daily Disinfection Plan

Production Hours

- ★ Crash Cart stocked and ready for response. 2 people average 6-8 calls daily
- ★ Disinfect A, B, C, D, and G gates at 7:45 am and 12:45 pm.
- ★ Disinfect Audit Center, Medical, and Conference rooms as needed.
- ★ Disinfect Restrooms, and Offices during regular cleaning.
- ★ Disinfect Dept 55 at (or around) 9:45 Am
- ★ Clean, stock and disinfect all portable sinks
- ★ Disinfect break areas 5 times per 1st shift

Off Line Hours (Fogger/Sprayer)

- ★ Disinfect all departments
- ★ Disinfect all Restrooms (fogger)
- ★ Disinfect all Break areas 2 times per shift (fogger)
- ★ Disinfect A, B, C, D and G gates at 8:00 pm (fogger)
- ★ Nightly heavy disinfecting of CRC. (Desk, Chairs, and Phones). Was just touch points such as doors and handles

