

Dear Team,

Please limit the **Conference Room** occupancy to

Max 4-5 people at a time.



Take appropriate measures:

- Keep your distance of 6 ft apart
- Sanitize your hands!
- Wipe area when you leave
- Use your protective gear

Thank you,

Management Team

Dear Team,

Please limit the **Breakroom/Kitchen** occupancy to

Max 4-5 people at a time.



Take appropriate measures:

- Keep your distance of 6 ft apart
- Wash your hands/sanitize!
- Wipe your eating area with cleaning solutions before you eat
- Wipe your eating area when you leave
- Use your protective gear

Thank you,

Management Team

Attention;

Occupancy in this private office is limited to:

Max 2 people at a time.



Take appropriate measures:

- If 2 people are in this office, wait outside or comeback at a later time
- Keep your distance of 6 ft apart
- If you have to sneeze, step outside the office
- Use your protective gear (gloves/masks)
- Wash your hands/sanitize!

Thank you,

Management Team