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Revised on January 8, 2022

## **HDL Research Lab COVID-19 Visitor Policy**

IN ORDER TO PREVENT THE SPREAD OF COVID-19, WE ARE REQUIRING ALL VISITORS TO ABIDE BY THE FOLLOWING RESTRICTIONS AND PROTOCOL.

OSHA has issued an Emergency Temporary Standard (ETS) to minimize the risk of COVID-19 transmission in the workplace. HDL employees are essential and required to work in person every day. In an effort to minimize the risk of exposure, visits to HDL shall be controlled.

**All visitors must have their Visit Request approved in writing in advance of the visit.**

The Visit Request must state the essential purpose of the ON-SITE visit, name(s) of visitor(s), dates of the visit and a series of health and exposure questions.

**Visiting parties are limited to a maximum of three (3) people.**

Please note that some visit requests may be denied if they are determined not to be essential at this time.

**All visitors must check in at reception:**

- Visitors will be required to fill out the visitor log sheet and show identification.
- Visitors will have their temperature taken via a non-contact measurement.
- HDL prefers that all visitors present a negative COVID-19 test result taken no more than 48 hours prior to the start of the visit, but testing will not be required for entry.

**Visitors will not be permitted entry if they:**

- Have a temperature exceeding 100.4°F (a 2<sup>nd</sup> chance will be offered within 2 minutes).
- Are experiencing symptoms or have tested positive for COVID-19.
- Have recently been in contact with someone who has tested positive for COVID-19.
- Have recently returned from a high-risk travel area.

**While visiting the HDL facility, all visitors shall be required to:**

- Wear a mask at all times.
- Maintain social distancing of six (6) feet.
- HDL employees shall also be required to wear a mask and maintain social distancing of six (6) feet when meeting with visitors.

**Thank you for your consideration and compliance.**