COVID-19 Risk & Exposure Reduction
GENERAL ON-SITE PRECAUTIONS FOR VISITORS

In the uncertain times that our nation faces, the safety and well-being of our visitors, personnel, and their families remains paramount. For visitors whose work requires physical presence at a Sandia location, this guide provides information that will assist in providing a safe and healthy work environment and is intended to appropriately ensure worker safety and health. **If any visitor feels ill, stay home.**

**BEFORE COMING ON-SITE**

All visitors are required to use the Health Check app to complete the required daily screening. Access the app by visiting [https://hr.sandia.gov](https://hr.sandia.gov) and click on the Sandia Health Check button. For those who do not have access to the app, in-person screenings are located at badge offices and access gates. Contact your Sandia host for specific screening locations, as well as any current restrictions related to travel.

**WORK SMART APART**

Limiting face-to-face contact with others is the best way to reduce the spread of COVID-19. Use this Sandia guidance to protect your health and safety and that of your Sandia escorts.

- **All visitors and personnel on Sandia-controlled premises are required to wear face coverings.** See **Friendly Face Time Guidance.**
- **Follow your host’s work planning and control processes,** including additional face covering requirements that may be in place.
- **Practice social distancing** by maintaining **6 feet of separation** with other people.
- **Pay attention for on-site visual reminders and signage** to maintain social distancing and **heed other awareness notifications** in auditoriums, conference rooms, office spaces and laboratories.
- **Limit your location footprint** while working on-site to only those work locations required to perform your essential work duties, starting in the parking lot.

**BE WISE. SANITIZE.**

- **Wash hands often** with soap and water for 20 seconds or use sanitizer.
- **Clean your hands after physical contact** with others or equipment and after coughing, sneezing, or blowing your nose.
- **If wearing gloves,** wash your hands before and after use.

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**FRIENDLY FACE TIME GUIDANCE**

Face covers and masks act as a barrier to prevent touching your face and they protect others in case you are infected.

- **All visitors and personnel on Sandia-controlled premises are required to wear multilayer cloth face coverings or masks.**
  - Visitors who perform activity level work in proximity of less than 6 feet of other workers will be provided surgical masks or cloth masks.
  - For general use, face coverings may be personally owned. If you need a face covering or mask stop by one of the in-person Health Check stations.
  - Individuals may temporarily remove their face covering when eating and drinking. Be prepared to don your face covering if someone approaches.

**Friendly face time. I wear it for you and you wear it for me.**