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April 28, 2020

TO: ALL SNRHA CONTRACTORS AND SERVICE PROVIDERS

SUBJECT: SPECIAL COVID-19 NOTICE: PERSONAL PROTECTION EQUIPMENT (PPE) REQUIREMENTS

In an effort to establish and maintain a safe and healthy work environment at our SNRHA properties for all employees and protect the families we serve, during this COVID-19 pandemic, **every SNRHA Contractor will be required to adhere to the following protocols:**

1. Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces at any of the SNRHA offices and/or properties.
2. Sneeze or cough into a tissue, or the inside of your elbow.
3. Contractors must wear filtering facepiece respirator (FFR) such as a N95 or KN95 respirator(s) or equivalent, protective gloves at all times but most importantly when within 6 feet of a SNRHA staff member or client or traversing through administrative building hallways and reception areas, leasing offices, and common areas of our residential properties.
4. Contractors must adhere to 6 ft. "Social Distancing" protocol when interacting with SNRHA staff members and/or SNRHA residents.
5. Contractors who violate any of the above COVID-19 Protocol(s) will be subject to disbarment from all SNRHA properties and possible contract cancellation with SNRHA.

Special Note: SNRHA will begin instituting the following video conferencing platforms such as Zoom and Webex Meetings etc., to conduct Pre-Bid Conferences and Bid Openings.

If you have any questions and/or concerns please contact me directly.

Regards,

Johnny B. Shaw, Jr., MBA | Procurement Manager

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