

Volunteer NOTICE — FACE COVERINGS

Dear volunteers:

We are monitoring the spread and impact of COVID-19 virus and following the advice of Federal, State and Local government health officials. In line with those safety measures, we are providing this guidance regarding the use of face coverings to prevent the spread of COVID-19.

Unless otherwise notified by the Volunteers Manager, you are required to wear a face covering while volunteering. A **face covering** is generally a cloth, bandana, or other type of material that covers the mouth and nose. The CDC recommends that individuals wear cloth face coverings in public places or when it is impossible to practice social distancing.

Remember that wearing a face covering can help prevent the spread of the disease, but only in addition to other measures that you should be taking in the workplace and at home, such as frequent hand washing, cleaning and sanitizing frequently-touched surfaces, and practicing social distancing.

If you feel sick or if you are experiencing any symptoms of COVID-19 (fever, cough, difficulty breathing, chills, headache, muscle pain, sore throat, or new loss of taste or smell), let your supervisor know, go home immediately, and contact your healthcare provider for additional guidance.

To get the most benefits from a face covering:

- Make sure it completely covers your nose and mouth.
- Read the directions for use (if provided).
- Wash your hands before and after removing it.
- Try not to touch your face when you adjust it throughout the day.
- Keep cloth coverings clean by washing daily, or more often if contamination occurs.
- Don't let others wear your face covering.
- Keep it away from machinery that it could get caught in.
- If using disposable face coverings, do not reuse them, and throw them away in appropriate trash receptacles.
- Don't lay your face covering on any surface that may contaminate either the covering or the surface.
- Don't use it if it's damaged or has holes, unless it is the only face covering you have access to.

If you have any questions about the use of masks or face coverings while volunteering, contact the Volunteers Manager.

Volunteer NOTICE — GLOVES

Dear volunteers:

We are monitoring the spread and impact of COVID-19 virus and following the advice of Federal, State and Local government health officials. In line with those safety measures, we are providing this guidance regarding the use of gloves to prevent the spread of COVID-19.

Unless otherwise notified by the Volunteers Manager, you are required to wear gloves while processing donations or using a tool belonging to the Furniture Bank of Central Ohio or Furniture With A Heart.

Remember that wearing gloves can help prevent the spread of the disease, but only in addition to other measures that you should be taking in the workplace and at home, such as wearing a mask, frequent hand washing, cleaning and sanitizing frequently-touched surfaces, and practicing social distancing.

If you feel sick or if you are experiencing any symptoms of COVID-19 (fever, cough, difficulty breathing, chills, headache, muscle pain, sore throat, or new loss of taste or smell), let your supervisor know, go home immediately, and contact your healthcare provider for additional guidance.

To get the most benefits from gloves:

- Read the directions for use (if provided).
- Wash your hands before putting them on and after removing them.
- Try not to touch your face while you wear them throughout the day.
- Don't share your gloves with others.
- Keep them away from machinery that they could get caught in.
- If using disposable gloves, do not reuse them, and throw them away in appropriate trash receptacles.
- Don't lay your gloves on any surface that may contaminate either the gloves or the surface.
- Don't use them if they are damaged or have holes

If you have any questions about the use of gloves while volunteering, contact the Volunteers Manager.

Volunteer NOTICE — SHARED EQUIPMENT/SPACES

Dear volunteers:

We are monitoring the spread and impact of COVID-19 virus and following the advice of Federal, State and Local government health officials. In line with those safety measures, we are providing this guidance regarding the use of shared equipment to prevent the spread of COVID-19.

Unless otherwise notified by the Volunteers Manager, please observe social distancing (remain 6 feet away from other volunteers, staff, or customers). Where social distancing is not possible, staff has put up sneeze guards that will be sanitized after each activity completes.

Unless otherwise notified by the Volunteers Manager, please do not share equipment or tools. Please clean the tools and work surface you interacted with for the day with a sanitizing cloth.

Remember that distancing ourselves and keeping shared equipment clean can help prevent the spread of the disease, but only in addition to other measures that you should be taking in the workplace and at home, such as wearing a mask, and frequent hand washing.

If you feel sick or if you are experiencing any symptoms of COVID-19 (fever, cough, difficulty breathing, chills, headache, muscle pain, sore throat, or new loss of taste or smell), let your supervisor know, go home immediately, and contact your healthcare provider for additional guidance.

If you have any questions about the use of masks or face coverings while volunteering, contact the Volunteers Manager.

Volunteer NOTICE — TEMPERATURE SCREENINGS

Dear volunteers:

We are monitoring the spread and impact of COVID-19 virus and following the advice of Federal, State and Local government health officials. In line with those safety measures, we are providing this guidance regarding temperature screenings to prevent the spread of COVID-19.

Unless otherwise notified by the Volunteers Manager, you are required to have a temperature screening, and determined not to have a fever before entering the building each day. A **fever** is defined as a temperature above 100.4° F (38° C). The CDC recommends that individuals with a fever stay home until they meet the criteria to discontinue home isolation.

Remember that these temperature screenings can help prevent the spread of the disease, but only in addition to other measures that you should be taking in the workplace and at home, such as wearing a mask, frequent hand washing, cleaning and sanitizing frequently-touched surfaces, and practicing social distancing.

If you feel sick or if you are experiencing any symptoms of COVID-19 (fever, cough, difficulty breathing, chills, headache, muscle pain, sore throat, or new loss of taste or smell), let your supervisor know, go home immediately, and contact your healthcare provider for additional guidance.

If you have any questions or concerns about temperature screenings, contact the Volunteers Manager.