



April 7, 2020

Dear SCHB Member,

You are invited to a telecon discussion on Wednesday 8 April 2020 from 11am-12pm EST facilitated by SCHB members Neal Langerman and Jennifer MacLachlan on the topic of **Safety: Protect Your Employees, Your Facility and Your Products**

**Please join us on Wednesday April 8, 2020 at 11am EST for this important discussion.** Please [RSVP](#) if you plan to attend. This is our second weekly edition of members-helping-members to navigate issues that impact *and* concerns related to small chemical businesses during COVID-19.

Do you have experience with or are you knowledgeable on the topic of Cyber Security? If yes, please consider being our SCHB member facilitator for next week's members-helping-members discussion. We'll pair you with a member of the SCHB Executive Committee who can assist with telecon setup, introductions and note taking during the call so you can focus on leading the discussion. You can choose the day/time. Please [email](#) us by April 10, 2020 if you can help with Cyber Security some time next week. Have another area of expertise to share with a group of SCHB members? [Suggest a topic](#) and availability and we'll get you scheduled.

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**8 April 2020 Telecon DISCUSSION OVERVIEW 11am-12pm EST:**  
**Safety: Protect Your Employees, Your Facility and Your Products**

**Objective:** Stimulate a discussion as to how to best protect your business during this pandemic.

**Risk Assessment:**

- Is your business considered "essential"? State-by-State analysis as of 4 April 2020

<https://www.newsweek.com/what-essential-business-what-staying-open-state-roundup-1495537>

- If not essential, you must "close", but you can work remotely.
- Essential businesses: Reduce your in-plant workforce. Many administrative functions can be done remotely.

**Barrier to entry:**

- Implement screening protocol for everyone who enters facility
- Employees self-screen (<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/index.html#cdc-chat-bot-open>) or you screen with questionnaire
- Is there value in screening body temperature?

**Stabilize Workforce:**

- Address economic & psychological needs of employees

**Protect facility:**

- All onsite must wear facial barrier except if eating or drinking.
- Maintain physical separation of at least six feet
- Develop a plan for handling an employee becoming symptomatic at work
- Sanitize high contact surfaces at least twice per shift
- Sanitize toilet seats, fixture handles, sinks door knobs every 1-2 hours

**Protect products:**

- Can your products carry SARS-CoV2?
  - Do you have an affirmative method for being sure products are not contaminated
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