

DATE: May 28, 2020  
TO: GRU Employees  
FROM: Ed Bielarski, General Manager  
SUBJECT: Return to Work Safety Protocol

For the health and safety of our employees, all GRU staff and contractors entering the EOC, Springhill and Administration Building beginning Monday, June 1, will be subject to a temperature scan using a no-contact thermometer.

These scans will be conducted by GRU's contracted security officers, who will be pre-scanned and wearing appropriate PPE.

Any GRU employee or contractor whose temperature is 100.4 or above will be scanned two more times to verify the measurement. If one more scan is at or above 100.4, the employee or contractor will be denied access; GRU employees with two scans at or above 100.4 are required to immediately notify their supervisor and report to EHS for further screening.

Employees or contractors whose temperatures are 100.3 or below will be granted access to the facility and given a colored sticker indicating a successful scan for the day. Employees must wear the sticker on their ID badge. Sticker colors will change daily and be valid at any facility throughout the day.

GRU will continue its regular temperature checks at all other plants, as we work to provide a safe and healthy environment for all employees.

Please see below for instructions regarding the new procedures:

Administration Building:

- GRU employees and contractors entering the building between 6:30 a.m. and 8:30 a.m., Monday through Friday, must enter through the east entrance, near the drive-thru.
- Employees entering the building after 8:30 a.m. must use the main entrance.

EOC:

- Employees and contractors are encouraged to enter through the Main Gate Monday through Friday, during normal business hours.

## INTEROFFICE COMMUNICATION

General Manager's Office

- If the Main Gate is backed up, employees can use the North Gate from 6 a.m. to 8:30 a.m., Monday through Friday.

Springhill:

- At the beginning of all work shifts, Monday through Friday, employees should enter the facility and report directly to the common area outside the conference room to get their temperatures read.
- Employees reporting to work outside of their normal work hours should make arrangements with the Springhill scan team to have their temporal scan completed before starting their workday.

GRU will continue this procedure until further notice; however, our temperature-checking protocol is subject to change to ensure safety and efficiency. If you have any questions, please contact Solon Bellot at [BELLOTRS@gru.com](mailto:BELLOTRS@gru.com).