



FROM THE DESK OF:
ALBERT M. GIACOMAZZI
PRESIDENT

CORONA VIRUS MEMORANDUM

To: All AMG Employees, Clients, Subcontractors, Suppliers, and Vendors

Date: March 16, 2020

From: Albert M. Giacomazzi, President

Subject: COVID-19 Corona Virus

As all of you are aware, President Trump announced at a news conference last week a State of National Emergency due to the corona virus pandemic. In the United States, 49 states have confirmed or presumptive cases of the corona virus. The only continent unaffected by the corona virus is Antarctica. Over this past week, a heightened awareness has occurred that is affecting our country and the globe.

Many Schools, Universities, parks, and local gathering areas are shut down. At AMG & Associates (AMG) we are extremely concerned with the welfare of all our employees and their families, subcontractors, vendors, suppliers, and all of those involved in our construction projects. We will make every effort possible to accommodate our personnel during these challenging times. Our main office in Santa Clarita is open. All of our job sites are open and conducting normal business practices.

Effective immediately, AMG's corona virus policies are as follows:

- AMG has ordered today mobile thermometers. All personnel working at our job sites and our main office will be scanned daily. Any person with a raised temperature above 99 degrees Fahrenheit will not be allowed to work on site or the office until the temperature drops to a normal level.
- Any AMG employee that is not feeling well, is directed to stay home and should contact their healthcare provider immediately.
- Any subcontractor that has an employee not feeling well that has flu like symptoms should stay home and/or will be requested to leave the job site.
- AMG will provide all necessary sanitation wipes, hand sanitizer, and cleansers to keep our work environments safe.

- As suggested by the Centers for Disease Control (CDC), wash your hands as often as possible especially when you're in public areas.
- Maintain social distances from each other as suggested by your health care provider, which is about 6'.
- Refrain from shaking hands. It's a good time to elbow bump.
- Refrain from touching your face, nose, and eyes especially when you've been in public areas.
- AMG employees that have small children with both parents working need to reach out to Executive Management to discuss their situation on a case by case basis. We will make every effort possible to accommodate your given situation. Your welfare is of primary importance to us.
- Any AMG employee traveling outside of the country will not be allowed to work at the office or on site until they conduct a 2-week self-quarantine.
- We encourage everyone to limiting your travel outside of the area that you live. This virus can last as much as 3 days on surfaces. We cannot expose others to this highly contagious virus.
- We strongly recommend that everyone utilizes the CDC web site for updates and recommendations (<https://www.cdc.gov/>)

The President and Congress are working cooperatively together for funding programs for those that are most adversely affected. I believe as Americans, and American Citizens when we are faced with adversity, we step up to help our family, friends, and neighbors. The United States is the greatest country on our planet. We have the greatest doctors and scientific minds anywhere in the world. Our Administration is doing everything possible to protect our country and to find a cure to this virus. All of us can do our part by being vigilant and looking out for each other.

Sincerely,



Albert M. Giacomazzi

President
