

# Lessons Learned from TIGER Drylac

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1. The disease does not start at work so you need to stop it from coming in at the door. If you let someone in the facility and then send them home, you may need to shut down and sanitize. You should consider screening people before they enter your facility, contactless thermometers and a simple interview sheet...

2. Sanitizing events need to meet CDC standards and must be completed by licensed cleaners so expect to pay \$0.40-1.35/sq-ft (warehouse vs office) assuming you can find an available contractor. The cleaner you keep your facility, the less it may cost. Consider aggressive 5S (leave nothing on your desks except monitor and phone).

3. Don't just Social-Distance, Isolate between teams. Go beyond Social distancing and motivate people to be selfish about even walking around or meeting between functions/shifts. Call or even skype within the building. If one team goes down and you have done a good job isolating, you protect the other groups.

4. Consider splitting into teams and only having one team in the facility at time. Maybe run 2 shifts when you don't normally do that.

5. Take hygiene very seriously. Use masks, even homemade cloth ones (they help remind you not to touch your face and block sneezes/coughs), put trays of sanitizer and paper towels at the doors between areas. Push everyone to "scrub-in and out" like doctors do.

6. Lastly, take all of these practices home. That is where the illness is going to come from. We want to keep it out of our businesses so that it cannot get to the rest of our families.

7. Communicate and Listen. Our experience is that maintaining 2-way communication lowers the stress and builds cooperation and trust. This will help everyone get through this crisis. Good or bad, whatever you have to share is nearly always better than the rumors.