



**Riggs Distler & Company, Inc.**

4 Esterbrook Lane

Cherry Hill, NJ 08003

Phone: 856-433-6000

Fax: 856-433-6035

## **Appendix A: (Revised October 30, 2020)**

### **RDC Coronavirus (COVID-19) Employee Self-Assessment**

#### **Persons who shall complete this self-assessment:**

- **All Riggs Distler & Company, Inc. Employees and all approved Visitors to RDC projects or facilities shall complete this Assessment before coming to work each day or entering a facility.**

#### **Do any of the following currently apply to you?**

- You have a fever (greater than 100 Degrees Fahrenheit) and/or respiratory symptoms, diarrhea, **loss of taste or smell** or other unexplained illness, or have been told by a health-care professional that you are presumptive positive or positive for Coronavirus. **If so, we are directing you to remain away from work until you receive a negative test and are released by your personal physician.**
- Someone in your household has tested positive or has been told by a health-care professional that they are presumptive positive for Coronavirus. If so, we are directing you to stay away from work for a minimum of 14 calendar days **(even with a negative test)** to ensure you have not contracted the Coronavirus.
- You or a family member knowingly came into close contact (within 6') with someone that has tested positive for Coronavirus. If so, we are directing you to stay away from work for a minimum of 14 calendar days **(even with a negative test)** to ensure you have not contracted the Coronavirus.
- **Travel:** Any RDC employee that travels for personal reasons to a recognized hot spot will be required to quarantine for 14 days upon return **(even with a negative test)**; Is required to complete the RDC COVID-19 Travel Questionnaire – *accessible by the link and / or QR Code below*; And to call the RDC Covid-19 Travel Point of Contact, Ed Milukas, before returning to work. He can be reached at 267-236-2879. While traveling, please keep up to date with your state's travel requirements by accessing them through the link or QR Code below.



[Link to: RDC COVID-19 Travel Questionnaire](#)



[Link to: List of COVID-19 Hot Spots](#)

If, on the basis of this self-assessment, it is not appropriate for you to enter the work environment, please contact your manager if you are an employee. Non-employees should communicate with their company.

NOTE: If you are at higher risk for serious illness from COVID-19 because of your age or because you have a serious long-term health problem, it is recommended by Riggs Distler that you stay at home to avoid exposure.

**Under One Hat One Contract–One Responsibility**