Wash your hands regularly for at least 20 seconds with soap and water.

Cover your mouth and nose while sneezing or coughing.

Avoid close contact with anyone who has a cold or flu-like symptoms.

Stop touching your face to reduce your chances of infection.

Clean and disinfect frequently touched objects and surfaces.

If you have fever, cough and difficulty breathing, seek medical care.

Speak with your HR representative should you have any questions or concerns.