		Supervisory Direction		
Confirmed Positive (+) Test		Primary Employee	Crew / Work Group Exposure within 6' and longer than 10 minutes	Unit / Office No exposure within 6' and longer than 10 minutes
Employee		Employee sent home (take leave)	Supervisor advises of (+) test Co-workers sent home (telecommuting or taking leave to satisfy the 14-day isolation period)	Advise of (+) test All Unit/Office employees have option of staying at work, telecommuting or taking leave to satisfy the 14-day isolation period Sanitize Office/Equipment
Direct Contact Interaction with an infected person within 6' and longer than 10 minutes		Employee sent home (telecommuting or taking leave to satisfy the 14-day isolation period)	Advise of (+) test All Crew/Work Group employees have option of staying at work, telecommuting or taking leave to satisfy the 14- day isolation period Sanitize Office/Equipment	
Secondary Contact		Employee has option of staying at work, telecommuting or taking leave to satisfy the 14- day isolation period Sanitize Office/Equipment	No action	No action
Two or more Persons Removed from Contact	i i i i	No action	No action	No action

