
From: Curtis Blanton
Sent: Friday, March 13, 2020 2:03 PM
Subject: CORPORATE COVID-19 ANNOUNCEMENT

BLANTON ALLRED, INC.

All DCO Commercial Floors and Dalton Carpet One Employees,

We would like everyone to know that health and safety of our employees is a top priority.

Our Executive Team is continuously reviewing developments with the coronavirus (COVID-19) and, as of now, there have been no reported illnesses or known contact with anyone with the coronavirus among our employees.

This is a fluid situation and new information is becoming available constantly.

We are monitoring the situation and following the guidance published by CDC and the Georgia Department of Public Health.

With that said, we ask that you please pay attention and adhere to the following guidelines:

1. First and foremost, **if you feel sick, please stay home.** There are many unknowns about the symptoms of COVID-19 and very limited testing, so we ask that you do not expose your co-workers or customers to any potential infection.
2. Offices and retail locations remain open. If you have any personal health issues or concerns, please address with your manager and we will remain flexible.

3. Many schools and institutions have taken preventative measures and closed. As that presents childcare concerns, please discuss with manager and we will remain flexible.

Health and safety of our people is our first concern; however, this will have other effects that we are preparing for. We are also following the global impact as it affects the supply chain. We are working closely with our manufacturers and addressing those concerns on a case by case basis.

In the meantime, we ask you to take these very important precautions:

- Wash hands thoroughly and frequently, using soap and hot water, for at least 20 seconds.
- Avoid shaking hands with anyone.
- Avoid touching eyes, nose and mouth with unwashed hands.
- Use hand sanitizers (e.g. Purell) frequently.
- Keep hand sanitizers in delivery trucks and vehicles driven by the sales team and use them frequently.
- Wipe down work areas, sales counters, phones, keyboards, common areas, door handles and other frequently touched areas with antiseptic wipes several times throughout the day.
- Stay home if you feel sick.

You can find up-to-date information about COVID-19 (coronavirus) at the Center for Disease Control and Prevention website: <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

We will keep you posted if anything changes.



Curtis Blanton

CEO, Blanton Allred, Inc.

