

# COVID-19 NOTICE

During the COVID-19 pandemic, the City of Birmingham remains committed to taking steps to create a safe and healthy workplace. Help us stop the spread of the virus by following these tips when visiting a city break room, meeting room, etc:

## IN THE BREAK ROOM

- Practice social distancing, even when sitting at a table, talking or eating.
- Wear your mask at all times. Only remove when eating or drinking.
- Cover your coughs and sneezes.
- Wash your hands.
- Avoid shaking hands.
- Avoid the break room if you have cold or flu-like symptoms. You should not be at work if you have COVID-19-like symptoms.

## BEEN EXPOSED?

- If you think you have been exposed to COVID-19, notify your supervisor. **DO NOT REPORT TO WORK.**
- If you have been around someone with COVID-19, immediately notify HR, even after hours or on the weekend. **CALL 205-254-6471 AND SEND AN EMAIL TO COVID19@BIRMINGHAMAL.GOV.**
- Need a COVID-19 test? Visit [www.birminghamal.gov/testsites](http://www.birminghamal.gov/testsites).

# THANK YOU!



**PUTTING PEOPLE FIRST**