

SHEET METAL CONNECTORS INC.
EXPOSURE PREVENTION, PREPAREDNESS AND RESPONSE PLAN

Due to new guidance from the CDC, and Minnesota Governor Tim Walz’ office Sheet Metal Connectors, Inc will no longer require masks for fully vaccinated individuals in our facilities effective Monday, May 17th. SMC strongly recommends that all employees who are not fully vaccinated continue to wear face coverings while indoors. We would like to see 100% of SMC employees vaccinated for the safety of all.

SHEET METAL CONNECTORS, INC. takes the health and safety of our employees very seriously. With the spread of the coronavirus or “COVID-19,” a respiratory disease caused by the SARS-CoV-2 virus, we all must remain vigilant in mitigating the outbreak. This is particularly true for the construction industry, which has been deemed “essential” in many locations throughout the United States during this Declared National Emergency. In order to be safe and maintain operations, we have developed this COVID-19 Exposure Prevention, Preparedness, and Response Plan to be implemented throughout the Company. We have also identified a team of employees to monitor available U.S. Center for Disease Control and Prevention (“CDC”) and Occupational Safety and Health Administration (“OSHA”) guidance on the virus.

This Plan is based on currently available information from the CDC and OSHA, and is subject to change based on further information provided by the CDC, OSHA, and other public officials. The Company may also amend this Plan based on operational needs.

Responsibilities of Managers and Supervisors

All managers and supervisors must be familiar with this Plan and be ready to answer questions from employees. Managers and supervisors must set a good example by following this Plan at all times. This involves practicing good personal hygiene and shop safety practices to prevent the spread of the virus. Managers and supervisors must encourage this same behavior from all employees.

Responsibilities of Employees

We are asking every one of our employees to help with our prevention efforts while at work. In order to minimize the spread of COVID-19, we all must play our part. As set forth below, the Company has instituted various housekeeping, social distancing, and other best practices. All employees must follow these. In addition, employees are expected to report to their managers or supervisors if they are experiencing signs or symptoms of COVID-19, as described below. If you have a specific question about this Plan or COVID-19, please ask your manager or supervisor. If they cannot answer the question, please contact Jeff Vetruba SMC'S Operations Manager. OSHA and the CDC have provided the following control and preventative guidance to all workers, regardless of exposure risk:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
- Avoid close contact with people who are sick.

In addition, employees must familiarize themselves with the symptoms of COVID-19:

- Coughing;
- Fever of 100.4 degrees Fahrenheit or higher;
- Shortness of breath, difficulty breathing; and
- Early symptoms such as chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, and runny nose.

If you develop a fever and symptoms of respiratory illness, such as cough or shortness of breath, DO NOT GO TO WORK and call your healthcare provider right away. Likewise, if you come into close contact with someone showing these symptoms, call your healthcare provider right away.

Guidance for Critical Infrastructure Employers

The CDC has provided guidance for employers regarding safety practices for “critical infrastructure workers” who may have been exposed to a person with a suspected or confirmed

case of COVID-19. Construction has been deemed as critical infrastructure by the U.S. Department of Homeland Security's Cybersecurity and Infrastructure Security Agency ("CISA") and many state and local jurisdictions have similarly deemed construction as critical infrastructure during the COVID-19 pandemic. Given this, SHEET METAL CONNECTORS, INC. is adopting the following protocol for employees exposed or potentially exposed to a suspected or confirmed case of COVID-19, consistent with CDC recommendations.

If a critical infrastructure employee has been exposed or potentially exposed to a suspected or confirmed case of COVID-19, SHEET METAL CONNECTORS INC. will permit the employee to continue to work, but will implement the following practices:

- Measure temperature of employees before they enter the worksite (see Appendix A for additional information);
- Regularly monitor asymptomatic employees;
- Exposed or potentially exposed employees wear a mask/face covering for 14 days after exposure;
- Have employees maintain social distancing as work duties permit; and
- Routinely disinfect workspaces.

Depending upon workforce needs, SHEET METAL CONNECTORS, INC. may choose to keep the exposed or potentially exposed employee away from work for 14 days. *See* Section below.

Job Shop Protective Measures

The Company has instituted the following protective measures at all locations.

A. General Safety Policies and Rules

- Any employee/contractor/visitor showing symptoms of COVID-19 will be asked to leave and return home. SHEET METAL CONNECTORS, INC. may determine that taking employee/contractor/visitor temperatures at worksites is appropriate and restrict access based upon temperature readings. As an alternative to taking temperatures at the worksite, SHEET METAL CONNECTORS, INC. may request employees/contractors/visitors to take their own temperatures prior to coming to the worksite. (See Appendix A for additional information.)

- Safety meetings will take place, if possible. If safety meetings are conducted in-person, attendance will be collected verbally and the foreman/superintendent will sign-in each attendee. Attendance will not be tracked through passed-around sign-in sheets or mobile devices. During any in-person safety meetings, gathering participants must remain at least six (6) feet apart.

D. Personal Protective Equipment and Work Practice Controls

- In addition to regular PPE for workers engaged in various tasks (fall protection, hard hats, hearing protection), employers will also provide:
 - Gloves: Gloves should be worn at all times while on-site. The type of glove worn should be appropriate to the task. If gloves are not typically required for the task, then any type of glove is acceptable, including latex gloves. Employees should avoid sharing gloves.
 - Eye protection: Eye protection should be worn at all times while on-site.
 - All Sheet Metal Connectors Inc. employees will be required to wear a face covering while on company premises. Those employees needing special considerations will be given direction on a case by case basis. Employees working in a single person office are allowed to work without a mask unless they leave their individual space or another person enters their space.
- Due to the current shortage of N95 respirators, the following Work Practice Controls should be followed:
 - Keep dust down by using engineering and work practice controls, specifically through the use of water delivery and dust collection systems.
 - Limit exposure time to the extent practicable.
 - Isolate workers in dusty operations by using a containment structure or distance to limit dust exposure to those employees who are conducting the tasks, thereby protecting nonessential workers and bystanders.
 - Institute a rigorous housekeeping program to reduce dust levels in the shops.
- To the extent that shortages of N95 respirators continue to occur and the Company has exhausted other alternatives, the Company will take the following steps in

accordance with OSHA guidance to continue to protect employees where respirator use is required by other OSHA standards:

- *Extended use or reuse of N95s* – If extended use or reuse of N95 respirators becomes necessary, the same employee is permitted to extend use of or reuse the respirator, as long as the respirator maintains its structural and functional integrity and the filter material is not physically damaged, soiled, or contaminated.
- *Use of expired N95s* – If N95s are not available and extended use or reuse of N95s is not possible, employees may use previously NIOSH-certified *expired* N95s.
- *Non-NIOSH approved respirators* – If N95s are not available, extended use or reuse of N95s is not possible, and expired N95s are not available, employees may use respirators that are either certified under certain standards of other countries; or previously certified under the standards of other countries but

beyond their manufacturer’s recommended shelf life. OSHA directs that respirators certified by the People’s Republic of China be used only after respirators from other countries are sought.

E. Face Coverings

SHEET METAL CONNECTORS, INC. has reviewed OSHA’s workplace classification scheme for worker exposure potential to COVID-19. While construction work could generally be considered “low risk” for viral transmission, some construction tasks or activities may involve working with others in proximity closer than six feet, including sitting in the same vehicle, and therefore might be considered as “medium risk” under the Agency’s risk pyramid.

Due to this and CDC recommendations for community spread prevention, we may implement a face covering policy for certain work activities for the foreseeable future, including those situations where (1) it is mandated by state or local rule (See Appendix A), or (2) employees must work in proximity of six (6) feet from other employees. A face covering is a cloth, bandana, or other type of material that covers a person’s nose and mouth. The CDC lists five criteria for “cloth face coverings”: the face covering should:

- fit snugly but comfortably against the side of the face;
- be secured with ties or ear loops;
- include multiple layers of fabric;
- allow for breathing without restriction; and
- be able to be laundered and machine-dried without damage or change to shape.

Use of a face covering is not a substitute for other workplace preventative techniques that are outlined in this Plan. Face coverings are not considered to be a respirator (per OSHA) and

therefore do not require implementation of the OSHA-required Respiratory Protection Program. However, training for proper use and limitations of face coverings will be provided.

Shop Exposure Situations

- **Employee Exhibiting COVID-19 Symptoms**

If an employee exhibits COVID-19 symptom, the employee must remain at home until he or she is symptom free for 72 hours (3 full days) without the use of fever-reducing or other symptom-altering medicines (e.g., cough suppressants). The Company will similarly require an employee that reports to work with symptoms to return home until they are symptom free for 72 hours (3 full days). To the extent practical, employees are required to obtain a doctor's note clearing them to return to work.

- **Employee Tests Positive for COVID-19**

An employee that tests positive for COVID-19 will be directed to self-quarantine away from work. Employees that test positive and are symptom free may return to work when at least seven (7) days have passed since the date of his or her first positive test, and have not had a subsequent illness. Employees that test positive and are directed to care for themselves at home may return to work when: (1) at least 72 hours (3 full days) have passed since recovery;¹ and (2) at least seven (7) days have passed since symptoms first appeared. Employees that test positive and have been hospitalized may return to work when directed to do so by their medical care provider. The Company will require an employee to provide documentation clearing their return to work.

- **Employee Has Close Contact with a Tested Positive COVID-19 Individual**

Employees that have come into close contact with a confirmed-positive COVID-19 individual (co-worker or otherwise), will be directed to either: (1) continue to work, provided they remain asymptomatic in accordance with Section III above; or, if they are symptomatic or the Company chooses to follow more conservative protocols, (2) self-quarantine for 14 days from the last date of close contact with the carrier. Close contact is defined as six (6) feet for a prolonged period of time (see Appendix C for further definition).

If the Company learns that an employee has tested positive, the Company will conduct an investigation into co-workers that may have had close contact with the confirmed-positive

¹ Recovery is defined as: (1) resolution of fever without the use of fever-reducing medications; and (2) improvement in respiratory symptoms (e.g., cough, shortness of breath).

employee in the prior 14 days and direct those individuals that have had close contact with the confirmed-positive employee to either continue to work, provided they remain asymptomatic in accordance with Section III above, or, if they are symptomatic or the Company chooses to follow more conservative protocols, to self-quarantine for 14 days from the last date of close contact with the carrier. If an employee learns that he or she has come into close contact with a confirmed-positive individual outside of the workplace, he/she must alert a manager or supervisor of the close contact.

OSHA Recordkeeping – Recording and Reporting

For purposes of recording cases of COVID-19 in the Company OSHA 300 log, the Company is responsible for recording a case, if:

1. The case is a tested-positive confirmed case of COVID-19, as defined by the CDC;
and
2. The case is “work-related,” which is defined as an event or exposure that either caused or contributed to the resulting condition or significantly aggravated a pre-existing injury or illness; **and**
3. The case involves one or more of the following:
 - Death;
 - Days away from work;
 - Restricted work or transfer to another job;
 - Medical treatment beyond first aid;
 - Loss of consciousness; and
 - A significant injury or illness diagnosed by a physician or other licensed health care professional, even if it does not result in death, days away from work, restricted work or job transfer, medical treatment beyond first aid, or loss of consciousness.

However, per OSHA guidance, the Company will consider a COVID-19 positive case to be work-related only where:

- There is objective evidence that a COVID-19 case may be work-related. For example, a number of cases developing among workers who work closely together without an alternative explanation; and
- The evidence was reasonably available to the Company. For example, the Company was given information by employees or the Company learns of information regarding employees' health and safety in the ordinary course of business.

For purposes of reporting the case to OSHA, the Company will report any work-related confirmed cases if they result in a fatality within 8 hours or an in-patient hospitalization within 24-hours of the exposure incident occurring.

Confidentiality/Privacy

Except for circumstances in which the Company is legally required to report workplace occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances. When it is required, the number of persons who will be informed of an employee's condition will be kept at the minimum needed not only to comply with legally-required reporting, but also to assure proper care of the employee and to detect situations where the potential for transmission may increase. A sample notice to employees is attached to this Plan. The Company reserves the right to inform other employees that a co-worker (without disclosing the person's name) has been diagnosed with COVID-19 if the other employees might have been exposed to the disease so the employees may take measures to protect their own health.

General Questions

Given the fast-developing nature of the COVID-19 outbreak, the Company may modify this Plan on a case by case basis. If you have any questions concerning this Plan, please contact Jeff Vetruba SMC'S Operations Manager

Appendix A – Temperature Screening Guidance

General Considerations

- Certain local jurisdictions have recommended or required employers to conduct temperature screenings of employees as they enter the worksite. Any applicable federal, state, or local requirements on employee temperature screenings should be consulted prior to performing them.
- Temperature screenings must be conducted consistently, professionally, and with proper training for those conducting the checks. Such checks must be uniformly and non-discriminatorily conducted on all employees (as well as contractors, vendors, customers, and/or visitors, if they will also be screened).
- Any information obtained from temperature screenings should be stored securely with access limited to those with a business need to know. It is essential to have proper documentation in the event that an individual needs to be excluded from the worksite based on the results of their temperature screening. If excluding individuals from a worksite based upon temperature, a set temperature should be established, based upon public health recommendations. SMC & SMP have set the temperature required for exclusion at 100.4 degrees Fahrenheit or above.
- Wage protocols and procedures to account for any potential time spent waiting in line to be screened must also be considered. This is particularly important at worksites where there may be numerous workers reporting to their shift at the same time and only one or two individuals conducting the temperature screenings. Any existing Collective Bargaining Agreements should also be considered.

Options for Screening

- There are two options for how temperature screening can be conducted:
 - By the employee, at home, prior to leaving for work; or
 - By the employer, at the worksite, when the employee arrives to report for their shift.
- Types of temperature screeners:
 - *Traditional digital thermometers applied typically in the ear.* These thermometers should only be used with a temperature screening policy that requires employees to conduct such screenings at their homes, prior to leaving for their shift. These types of thermometers should not be used by employers at

the worksite as there would be a high risk of exposure for the individuals conducting such temperature screenings.

- *Infrared thermometers.* Infrared thermometers are the most practicable and safe option for conducting screening at work. However, the individual conducting such temperature screening must still be provided with appropriate protective gear. If the infrared thermometer does not allow the individual conducting the screening to stand at least six feet from the employee being screened, the following protective gear is recommended:
 - The individual conducting the screening should wear a face covering and gloves. If at all possible, the employee being screened should wear a face covering as well during the check.
 - If the employee is not wearing a face covering, the individual conducting the screening should wear a gown and eye protection in addition to a face covering and gloves.

If the individual conducting the screening is able to stand six feet or more from the employee being screened, no additional protective gear is necessary, though a face mask and gloves are recommended.

Appendix B – EXECUTIVE ORDER 20-81 STATE OF MINNESOTA

Emergency Executive Order 20-81

Minnesotans to Wear a Face Covering in Certain Settings to Prevent the Spread of COVID-19

I, Tim Walz, Governor of the State of Minnesota, by the authority vested in me by the Constitution and applicable statutes, issue the following Executive Order:

The COVID-19 pandemic continues to present an unprecedented and rapidly evolving challenge to our State. Since the World Health Organization characterized the COVID-19 outbreak as a pandemic on March 11, 2020, confirmed cases of COVID-19 in Minnesota have rapidly increased. On March 15, 2020, Minnesota detected the first confirmed cases caused by “community spread”—infections not epidemiologically linked to overseas travel. By March 17, 2020, all fifty states had reported a confirmed case of COVID-19, and on March 21, 2020, the Minnesota Department of Health (“MDH”) announced the first confirmed fatality due to COVID-19 in Minnesota.

The President declared a national emergency related to COVID-19 on March 13, 2020. Since then, and for the first time in history, the President has approved major disaster declarations for all fifty states and the District of Columbia. In concert with these federal actions and the actions of states across the nation, Minnesota has taken proactive steps to ensure that we remain ahead of the curve. On March 13, 2020, I issued Executive Order 20-01 and declared a peacetime emergency because this pandemic, an act of nature, endangers the lives of Minnesotans, and local resources were—and continue to be—inadequate to address the threat. After notifying the Legislature, on April 13, 2020, May 13, 2020, June 12, 2020, and July 13, 2020, I issued Executive Orders extending the peacetime emergency declared in Executive Order 20-01.

The need to slow the spread of the virus while we ensured that Minnesota had the resources and capacity to address a large outbreak initially required the closure of certain non-critical businesses in our economy. In Executive Order 20-33, seeking to balance public health needs and economic considerations, we began planning to allow more Minnesota workers to safely return to work. We drafted and implemented guidelines and requirements for appropriate social distancing, hygiene, and public health best practices. Executive Order 20-38 expanded exemptions for outdoor recreational activities and facilities, and Executive Orders 20-40, 20-48, 20-56, 20-63, and 20-74 allowed for the gradual reopening of certain non-critical businesses that planned for and provided safe workplaces.

The experience of other states shows that a COVID-19 surge can occur with little warning and disastrous consequences. Indeed, several states have had to reinstate limitations on businesses, gatherings, and activities as they have faced summer surges in COVID-19 cases. Although Minnesota had experienced a brief period of stable or decreasing numbers in COVID-19 cases, in the past week we have seen our cases begin to increase, with the largest single-day increase in cases in seven weeks reported on July 20, 2020. As such, we must

continue to approach our reopening carefully, as the number of cases throughout the United States has increased rapidly in recent weeks. To that end, we know that certain public settings and establishments continue to pose a public health risk. In particular, the opportunities for COVID-19 transmission are elevated in confined indoor spaces, health care and congregate care facilities, settings where people gather and linger or where movement is unpredictable, and places where social distancing measures are not always possible. As we carefully consider and provide opportunities for a variety of businesses and other venues to scale up their operations, safety in these settings is a key priority.

According to the Centers for Disease Control and Prevention (“CDC”), face coverings are effective in preventing the transmission of respiratory droplets that may spread COVID-19. Recognizing the utility of face coverings to prevent wearers who are asymptomatic or pre-symptomatic, the Federal Occupational Health and Safety Administration recommends that employers encourage workers to wear face coverings at work.

Ideally, face coverings should be worn in combination with other infection control measures, including social distancing, but face coverings are especially important in settings where social distancing is difficult to maintain. As the CDC has explained, face coverings are most effective when they are worn by all individuals in public settings when around others outside of their households because many people infected with COVID-19 do not show symptoms. Consistent with this guidance, Minnesota has strongly recommended widespread use of face coverings since April. An increasing number of states are now mandating face coverings in certain settings to control the spread of COVID-19. As of July 17, 2020, 28 states, Washington D.C., and Puerto Rico have implemented a face covering requirement. With this order, we do the same to protect Minnesota.

In Minnesota Statutes 2019, section 12.02, the Minnesota Legislature conferred upon the Governor emergency powers to “(1) ensure that preparations of this state will be adequate to deal with disasters, (2) generally protect the public peace, health, and safety, and (3) preserve the lives and property of the people of the state.” Pursuant to Minnesota Statutes 2019, section 12.21, subdivision 1, the Governor has general authority to control the state’s emergency management as well as carry out the provisions of Minnesota’s Emergency Management Act.

Minnesota Statutes 2019, section 12.21, subdivision 3(7), authorizes the Governor to cooperate with federal and state agencies in “matters pertaining to the emergency management of the state and nation.” This includes “the direction or control of . . . the conduct of persons in the state, including entrance or exit from any stricken or threatened public place, occupancy of facilities, and . . . public meetings or gatherings.” Pursuant to subdivision 3 of that same section, the Governor may “make, amend, and rescind the necessary orders and rules to carry out the provisions” of Minnesota Statutes 2019, Chapter 12. When approved by the Executive Council and filed in the Office of the Secretary of State, such orders and rules have the force and effect of law during the peacetime emergency. Any inconsistent rules or ordinances of any agency or political subdivision of the state are suspended during the pendency of the emergency.

For these reasons, I order as follows:

1. Paragraph 3 of Executive Order 20-74 is rescinded as of Friday, July 24, 2020 at

Beginning on Friday, July 24, 2020 at 11:59 p.m., Minnesotans must wear a face covering in indoor businesses and indoor public settings, as described in this order and the related industry guidance, available at the Stay Safe Minnesota website (<https://staysafe.mn.gov>), as well as any other guidance referenced in this order. Workers must also wear face coverings outdoors when it is not possible to maintain social distancing. When leaving home, Minnesotans are strongly encouraged to have a face covering with them at all times to be prepared to comply with the requirements of this Executive Order.

3. **Definitions.** For purposes of this Executive Order, the following terms are defined as follows:

a. A “face covering” must be worn to cover the nose and mouth completely, and can include a paper or disposable face mask, a cloth face mask, a scarf, a bandanna, a neck gaiter, or a religious face covering. Minnesotans are encouraged to refer to CDC guidance on *How to Make Cloth Face Coverings*, available at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-gettingsick/how-to-make-cloth-face-covering.html>. Medical-grade masks and respirators are sufficient face coverings, but to preserve adequate supplies, their purchase and use is discouraged for Minnesotans who do not work in a health care setting or in other occupations that require medical-grade protective equipment (*e.g.*, certain construction occupations). Masks that incorporate a valve designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are **not** sufficient face coverings because they allow exhaled droplets to be released into the air.

b. “Business” and “businesses” are broadly defined to include entities that employ or engage workers, including private-sector entities, public-sector entities, non-profit entities, and state, county, and local governments. c. “Worker” and “workers” are broadly defined to include owners, proprietors, employees, contractors, vendors, volunteers, and interns. d. “Social distancing” means individuals keeping at least 6 feet of distance from other individuals who are not members of their household.

e. “Household” means a group of individuals who share the same living unit.

f. “Living unit” or “living units” are broadly defined to include single family homes; mobile homes; shelters and similar facilities; family foster care homes; individual units of multi-unit dwellings; hotel or motel rooms; dormitory rooms; residential programs licensed under Minnesota Statutes 2019, Chapter 245D; and assigned units or rooms in a hospital, long-term care facility, residential treatment facility, or correctional facility. Additionally, a “living unit” or “living units” includes any other setting used as a residence and shared only with members of the same household.

g. “Higher education institution” means all post-secondary institutions, including but not limited to institutions licensed and registered with the Office of Higher Education, with a physical campus in the State.

4. **Federal activities.** Nothing in this Executive Order will be construed to limit, prohibit, or restrict in any way the operations of the federal government or the movement of federal officials in Minnesota while acting in their official capacity, including federal judicial, legislative, and executive staff and personnel.

5. **Legislative proceedings.** This Executive Order does not apply to Legislative proceedings and meetings.

6. **Judicial Branch.** This Executive Order does not apply to the Minnesota Judicial Branch. Requirements for face coverings in judicial branch facilities and at proceedings held by the judicial branch are subject to policies or orders of the Chief Justice.

7. **Tribal activities and lands.**

a. Activities by tribal members within the boundaries of their tribal reservations are exempt from the restrictions in this Executive Order but may be subject to restrictions by tribal authorities.

b. Activities within the boundaries of federal land held in trust for one of the 11 Minnesota Tribal Nations are exempt from the restrictions in this Executive Order but may be subject to restrictions by tribal authorities.

8. **Exempt individuals.** The following individuals are exempt from face covering requirements of this Executive Order:

a. Individuals with a medical condition, mental health condition, or disability that makes it unreasonable for the individual to maintain a face covering. This includes, but is not limited to, individuals who have a medical condition that compromises their ability to breathe, and individuals who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance. These individuals should consider using alternatives to face coverings, including clear face shields, and staying at home as much as possible.

b. Children who are five years old and under. Those who are under two-years of age should never wear a face covering due to the risk of suffocation. Those who are at least two are encouraged to wear a face covering if they can do so in compliance with CDC guidance on *How to Wear Cloth Face Coverings*, available at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-gettingsick/how-to-wear-cloth-face-coverings.html> (*i.e.*, without frequently touching or removing the covering).

c. Individuals at their workplace when wearing a face covering would create a job hazard for the individual or others, as determined by local, state or federal regulators or workplace safety and health standards and guidelines.

9. Situations where face coverings are mandatory. Except for individuals who are exempt under paragraph 8 of this Executive Order, and except for the circumstances described in paragraphs 10 through 12, Minnesotans are required to wear a face covering:

A. In an indoor business or public indoor space, including when waiting outdoors to enter an indoor business or public indoor space.

i. This requirement does not apply in living units except that (1) workers entering another person's living unit for a business purpose are required to wear a face covering when doing so; and (2) visitors, patients, residents, or inmates of hospitals, shelters or drop-in centers, long-term care facilities, residential treatment facilities, residential programs licensed under Minnesota Statutes 2019, Chapter 245D, or correctional facilities must wear a face covering even when in a living unit if required by the facility.

ii. This requirement also does not apply in a private vehicle that is being used for private purposes.

b. When riding on public transportation, in a taxi, in a ride-sharing vehicle, or in a vehicle that is being used for business purposes.

c. In any other business, venue, or public space which has opted to require a face covering when it would not otherwise be required by this Executive Order.

d. For workers only, when working outdoors in situations where social distancing cannot be maintained.

e. When applicable industry guidance, available on the Stay Safe Minnesota website (<https://staysafe.mn.gov>) specifically requires face coverings. In some instances, face shields may be required in addition to or instead of face coverings or may be allowed as an alternative to face coverings.

10. Circumstances where mandatory face coverings may be temporarily removed. Face coverings required under Paragraph 9 of this Executive Order may be temporarily removed under the following circumstances:

A. When participating in organized sports in an indoor business or indoor public space while the level of exertion makes it difficult to wear a face covering.

B. When exercising in an indoor business or public indoor space such as a gym or fitness center, while the level of exertion makes it difficult to wear a face covering, provided that social distancing is always maintained.

C. When testifying, speaking, or performing in an indoor business or public indoor space, in situations or settings such as theaters, news conferences, legal proceedings,

governmental meetings subject to the Open Meeting Law (Minnesota Statutes 2019, Chapter 13D), presentations, or lectures,

- D. During practices or performances in an indoor business or indoor public space when a face covering cannot be used while playing a musical instrument, provided that social distancing is always maintained.
- E. During activities, such as swimming or showering, where the face covering will get wet.
- F. When eating or drinking in an indoor business or indoor public space, provided that at least 6 feet of physical distance is maintained between persons who are not members of the same party.
- G. When asked to remove a face covering to verify an identity for lawful purposes.
- H. While communicating with an individual who is deaf or hard of hearing or has a disability, medical condition, or mental health condition that makes communication with that individual while wearing a face covering difficult, provided that social distancing is maintained to the extent possible between persons who are not members of the same household.
- I. While receiving a service—including a dental examination or procedure, medical examination or procedure, or personal care service—that cannot be performed or would be difficult to perform when the individual receiving the service is wearing a face covering. Workers performing services for an individual who is allowed to temporarily remove their face covering under this provision must comply with face covering requirements in the applicable industry guidance, available at the Stay Safe Minnesota website (<https://staysafe.mn.gov>).

Appendix C – Updated CDC guidance based on community exposure, for people exposed to people with known or suspected COVID-19 or possible COVID-19 cases

Person	Exposure to	Recommended Precautions for the Public
<ul style="list-style-type: none"> Individual who has had close contact (< 6 feet)** for ≥15 minutes*** 	<ul style="list-style-type: none"> Person with COVID-19 who has symptoms (in the period from 2 days before symptom onset until they meet criteria for discontinuing home isolation; can be laboratory-confirmed or a clinically compatible illness) Person who has tested positive for COVID-19 (laboratory confirmed) but has not had any symptoms (in the 2 days before the date of specimen collection until they meet criteria for discontinuing home isolation). <p>Note: This is irrespective of whether the person with COVID-19 or the contact was wearing a mask or whether the contact was wearing respiratory personal protective equipment (PPE)</p>	<ul style="list-style-type: none"> Stay home until 14 days after last exposure and maintain social distance (at least 6 feet) from others at all times Self-monitor for symptoms <ul style="list-style-type: none"> Check temperature twice a day Watch for fever*, cough, or shortness of breath, or other symptoms of COVID-19 Avoid contact with people at higher risk for severe illness from COVID-19 Follow CDC guidance if symptoms develop
All U.S. residents, other than those with a known risk exposure	<ul style="list-style-type: none"> Possible unrecognized COVID-19 exposures in U.S. communities 	<ul style="list-style-type: none"> Practice social distancing and other personal prevention strategies Be alert for symptoms <ul style="list-style-type: none"> Watch for fever*, cough, or shortness of breath, or other symptoms of COVID-19 Check temperature if symptoms develop Follow CDC guidance if symptoms develop

*For the purpose of this guidance, fever is defined as subjective fever (feeling feverish) or a measured temperature of 100.4°F (38°C) or higher. Note that fever may be intermittent or may not be present in some people, such as those who are elderly, immunocompromised, or taking certain fever-reducing medications (e.g., nonsteroidal anti-inflammatory drugs [NSAIDs]).

** Data to inform the definition of close contact are limited. Factors to consider when defining close contact include proximity, the duration of exposure (e.g., longer exposure time likely increases exposure risk), and whether the exposure was to a person with symptoms (e.g., coughing likely increases exposure risk). While research indicates masks may help those who are infected from spreading the infection, there is less information regarding whether masks offer any protection for a contact exposed to a symptomatic or asymptomatic patient. Therefore, the determination of close contact should be made irrespective of whether the person with COVID-19 or the contact was wearing a mask. Because the general public has not received training on

proper selection and use of respiratory PPE, it cannot be certain whether respiratory PPE worn during contact with an individual with COVID-19 infection protected them from exposure. Therefore, as a conservative approach, the determination of close contact should generally be made irrespective of whether the contact was wearing respiratory PPE, which is recommended for health care personnel and other trained users, or a mask recommended for the general public.

***Data are insufficient to precisely define the duration of time that constitutes a prolonged exposure. Recommendations vary on the length of time of exposure, but 15 minutes of close exposure can be used as an operational definition. Brief interactions are less likely to result in transmission; however, symptoms and the type of interaction (e.g., did the infected person cough directly into the face of the exposed individual) remain important.

Appendix D - Addendum to Minnesota COVID-19 Preparedness Plan Requirements & Guidance for Construction Contractors

This addendum to Sheet Metal Connectors, Inc. Minnesota COVID-19 Preparedness Plan Requirements and Guidance for Construction Contractors includes the requirements of Minnesota Governor Tim Walz's Executive Order 20-99, dated November 18, 2020. Executive Order 20-99 implements a four (4) Week Dial Back on Certain Activities to Slow the Spread of COVID-19 (Appendix A - Emergency Executive Order 20-99). This is **not** the "Stay-at-Home" Order that was instituted for March and April. This Executive Order will also impact the entertainment venues, event spaces and similar establishments that facilitate risky social interactions. This order clarifies Governor Waltz's recommendations that Minnesotans refrain from unnecessary out-of-state travel and self-quarantine upon their return if they decide to travel.

NOTE 1: For additional information, contact Sheet Metal Connectors, Inc. COVID-19 Administrator for a copy of Sheet Metal Connectors, Inc. Minnesota COVID-19 Preparedness Plan Requirements and Guidance for Construction Contractors.

Note 2: Consult Sheet Metal Connectors, Inc. COVID-19 Administrator to apprise her/him of your COVID-19 status and/or to obtain answers to your questions.

Minnesota COVID-19 Statistics

The COVID-19 pandemic continues to present an unprecedented and rapidly evolving challenge. Effects of COVID – 19 within the State of Minnesota include:

- Topped 240,000 total confirmed COVID-19 cases in November.
- Took six (6) months to record 100,000 COVID-19 cases but only took 42 days to record a second 100,000 COVID-19 cases.
- Averaged a record 6,000 new cases per day during the week of November 1, 2020.
- Recorded 8,689 new cases on Saturday, November 14, 2020.
- Suffered a grieving loss of 67 people on November 18, 2020, the highest number of COVID-19 deaths in a single day.
- The current average of COVID-19 cases, hospitalizations and intensive care unit admissions and deaths are the highest point since the start of the pandemic.
- The significance of the pandemic has far exceeded the highest points registered in April or May.
- At least 1/3rd of all new COVID-19 infections have no known source.
- New COVID-19 cases are exceeding 100 cases per 100,000 residents per week.
- Iowa, North Dakota, South Dakota and Wisconsin are experiencing some of the highest nationwide per capita increases in COVID-19 cases.
- 192 outbreaks connected to sports-related cases, nearly twice as prevalent among high school-age children as any other group.
- 16,000 cases traced to out-of-state travel.
- Non-compliance to Executive Orders may result in penalties.

Definitions

Activities means testing, short-term training programs, student services, advising, clinical rotations or placements, customized training, internships, campus visits, programs, credit and non-credit classes, and all research activities and functions.

Business or Businesses means entities that employ or engage workers, including private-sector entities, public-sector entities, non-profit entities, and state, county, and local governments.

Construction means businesses engaged in construction and skilled trades include, but are not limited to, commercial construction, residential construction, highway, road, and bridge construction, utility construction, demolition-work, skilled trades (e.g. electricians, plumbers, HVAC, elevator), rehabilitation, and remodeling.

Close contact means being within about 6 feet of a person who has COVID-19 for 15 minutes or more throughout the course of a day 24 hours.

Critical Businesses means all businesses whose workers qualified for a Critical Sector exemption under paragraph 6 of Executive Order 20-48.

Face Covering must be worn to cover the nose and mouth completely, and can include a paper or disposable face mask, a cloth face mask, a scarf, a bandanna, a neck gaiter, or a religious face covering. Minnesotans are encouraged to refer to CDC guidance on **How to Make Cloth Face Coverings**, available at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-gettingsick/how-to-make-cloth-face-covering.html>. Medical-grade masks and respirators are sufficient face coverings, but to preserve adequate supplies, their purchase and use is discouraged for Minnesotans who do not work in a health care setting or in other occupations that require medical-grade protective equipment (e.g., certain construction occupations). Masks that incorporate a valve designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are **not** sufficient face coverings because they allow exhaled droplets to be released into the air.

General Contractor means the entities that have overall authority, responsibility, or control for the work-site, which may include, but is not limited to, general contractors, construction managers, prime contractors, facility owners and/or operators, and public entities.

Non-Critical Businesses means all businesses that are not Critical Businesses or Places of Public Accommodation.

Organizers means businesses or individuals who plan, organize, host, or disseminate information encouraging people to attend prohibited social gatherings.

Staff and instructors means all employees, contractors, and volunteers of a higher education institution, including but not limited to janitorial and cleaning professionals, secretarial and administrative professionals, instructors, instructor assistants, researchers, research assistants, graduate assistants, faculty, and administrators.

Worker means all employees engaged in work at a worksite. Workers, including subcontractors, independent contractors, vendors, delivery-personnel, contract, seasonal, part-time or temporary workers, however categorized, who are present at the worksite to perform work, are required to be covered by a COVID-19 preparedness plan. All workers must be properly trained on and adhere to the worksite’s policies, protocols, and practices as outlined within this guidance.

EXECUTIVE ORDER 20-99 SALIENT POINTS

Executive Order 20-99 orders the following:

- 1) Executive Orders 20-74, 20-85, and 20-96 are rescinded as of Friday, November 20, 2020 at 11:59 pm.
- 2) Paragraphs 6 and 7 of this Executive Order are effective from Friday, November 20, 2020 at 11:59 pm through Friday, December 18, 2020 at 11:59 pm.
- 3) **Masks and face coverings required.** Executive Order 20-81, requiring face coverings in certain settings, remains in full force and effect.
- 4) **At-risk persons.** All persons currently living within the State of Minnesota who are at risk of severe illness from COVID-19, as defined by Executive Order 20-55, are strongly urged to stay at home or in their place of residence and follow the provisions of Executive Order 20-55.

For the next four weeks, Sheet Metal Connectors, Inc. will operate under the following provisions:

- 1) Meetings and training sessions shall be held virtually whenever possible.
- 2) In-person meetings and training sessions shall be limited to workers only, shall involve as few workers as possible, and shall not to exceed ten workers at one time.
- 3) Workers who can work from home must do so.
- 4) Sectors commonly available to workers may be paused or limited during the four week time-period, such as restaurants.
- 5) To the extent activities are not paused by EO 20-99, the provisions in the “Preparedness Plan Requirements Guidelines – Construction” continue to be applicable to those activities, unless revised by the above provisions, and the construction sector must continue to comply with them.
- 6) If you know you’ve had close contact with someone who tested) – **you should stay home for 14 days (quarantine) no matter what your test result is.**
- 7) **If you have tested is positive for COVID-19, you will need to stay home for at least 10 days (isolation).**

Paragraph 6 and 7

Summary of Paragraph 6 and 7 of Governor’s Executive Order 20-99 include:

- So this Order clarifies Governor Tim Walz’s recommendation that Minnesotans refrain from unnecessary out-of-state travel for the next four weeks and self-quarantine upon their return if they do decide to travel.
- Governor Tim Walz encourages Minnesotans to continue to pursue outdoor recreation with

members of their household and in compliance with guidance from Department of Natural Resources.

Penalties for Non-Compliance

Any fiduciary, manager or supervisor employed by Sheet Metal Connectors, Inc., who fails to comply with Minnesota Governor Tim Waltz's Executive Order 20-81 is guilty of a misdemeanor and upon conviction may be punished by a fine not to exceed \$1,000, or by imprisonment for not more than 90 days. In addition to these criminal penalties, the Attorney General, as well as city and county attorneys, may seek any civil relief available pursuant to Minnesota Statutes 2019, section 8.31, for violations of this Executive Order, including civil penalties up to \$25,000 per occurrence from business and injunctive relief.

I Got Tested - Now What?

If I get tested, do I need to stay home until I get my result? Not necessarily ([I Got Tested - Now What? / COVID-19 Updates and Information - State of Minnesota \(mn.gov\)](#)). If you have symptoms or are identified as a close contact of a person who has COVID-19, please stay home and away from others until you receive your test results. But, the fact of getting a test alone is not a reason to stay home. Here is the best guidance for whether to stay home while waiting for your test result:

- If you know you've had close contact with someone who tested positive – in general, **close contact** means being within about 6 feet of a person who has COVID-19 for 15 minutes or more throughout the course of a day (24 hours) – **you should stay home for 14 days (quarantine) no matter what your test result is**. A negative test result does not mean you can stop quarantine. You could still become sick, and you could spread COVID-19 without knowing.
- If you've been advised by your doctor or local public health to stay home and be tested, you should follow their advice.
- However, if you do not have symptoms, have not had close contact with a person who tested positive, and have not been specifically recommended for testing, you can still get tested. A person deciding to get a test at a community testing event under these circumstances does not need to stay home until they receive their result; however, given high community spread, it is a good idea to limit social interactions during this time. And be sure to be vigilant about basic COVID-19 safety protocol when you do see others:
 - Wear a mask.
 - Stay 6 feet from others (social distancing).
 - Avoid large crowds.
 - Wash your hands thoroughly and frequently.

Other things to consider:

- If you have symptoms of COVID-19, stay home and away from others.
- Make a plan. **If your test is positive, you will need to stay home for at least 10 days.**
- Make a list of people you've been in contact with recently. Tell them you're waiting for a COVID-19 test result and that they should stay away from others.

- If you were tested for an upcoming medical procedure and do not have symptoms, you do not need to stay home.
- You'll be notified by phone, text, or email when your results are available. It may take several days.
- If your symptoms get worse, contact your health care provider and tell them you're waiting for the results of a COVID-19 test.

If your test is positive and you have symptoms

A public health worker will contact you with more information, but you will definitely need to plan on staying home until all three things are true:

- You feel better and symptoms have improved; and,
- It has been 10 days since you first felt sick; and,
- You have had no fever for at least 24 hours, without using fever-reducing medicine.

If your test is positive and you do not have symptoms

You will need to stay home for at least 10 days after getting tested for COVID-19. A public health worker will contact you with more information.

Additional COVID-19 information can be found at:

- [Minnesota COVID-19 Response \(Coronavirus\) / COVID-19 Updates and Information - State of Minnesota \(mn.gov\)](#)
- [Getting Tested for COVID / COVID-19 Updates and Information - State of Minnesota \(mn.gov\)](#)

Translations for content on this page

- [Is it COVID-19 - Hmong \(PDF\)](#)
- [Is it COVID-19 - Somali \(PDF\)](#)
- [Is it COVID-19 - Spanish \(PDF\)](#)

Minnesota is dedicated to providing no-barrier access to COVID-19 testing for all who need it. As Sheet Metal Connectors, Inc. experiences a growing demand for testing, Sheet Metal Connectors, Inc. is reviewing the recommendations on who needs to be tested, when to be tested, and which option may be best. The value of testing is to be able to identify as quickly as possible individuals who are COVID positive – Sheet Metal Connectors, Inc. encourages people to evaluate whether it is necessary to receive a test using the criteria below to ensure we can maintain the fastest turnaround time.

Who should get tested?

1) Anyone with symptoms should seek out testing immediately.

- Symptoms of COVID-19 can include cough, shortness of breath, fever, chills, headache, muscle pain, sore throat, or loss of taste or smell. [Read more about symptoms of COVID-19 and what you should do if you have symptoms](#), including information on COVID-19 in other languages.
- Stay home when you are sick, whether you seek out testing or not. If you leave your home to get a test, wear a mask and stay 6 feet away from other people. The [COVID-19 Test at Home program](#) may be your best option for getting tested in the comfort of your own home.
- If you have moderate to severe symptoms, do not visit a COVID-19 Community Testing Site. Call your doctor or other health care provider or go to the hospital.

2) Anyone who was exposed to someone who tested positive for COVID-19 should get tested.

- It's best to get tested at least **5 days** after the last time you were close to the person with COVID-19. If you get tested too soon, the test may not be able to detect the virus.
- If you do contract the virus, it can take several days for it to be detectable in your system or for you to develop symptoms. That's why you will need to **stay home for 14 days** after your last contact with the person who has COVID-19, whether you have symptoms or not. If you follow recommendations and get tested at least **5 days** after the last time you were close to the person, and you receive a negative result, you must still quarantine. **Even with a negative result and no symptoms, you must still quarantine for 14 days.**
- The [COVID-19 Test at Home program](#) may be your best option for getting tested, particularly if you learn about exposure early in the **14-day window**.
- If you would prefer to visit a [Community Testing Site](#), make an appointment. If the site nearest you has no available appointments on the day you're looking to get tested, either look at a later date or try finding a testing location a little farther away.

3) Anyone who is still working at places that remain open during Dial Back, Minnesota, as part of a screening testing strategy. This includes critical infrastructure, first responders, health care, retail, schools, child care, etc.

- If you do not have symptoms and you have not been notified of exposure, you are still at risk given how quickly the virus is spreading.
- Make a plan to get tested at least once before December 18, 2020. If possible, get tested once near the beginning of the four-week period and once again near the end of the four-week period.
- We urge you to make an appointment at a [Community Testing Site](#). Plan ahead to find an available appointment, even if that includes looking at a testing location a little farther away.
- The [COVID-19 Test at Home program](#) may also be a good option for those getting tested as part of a screening strategy.

Tips for Making a Plan

- While testing sites remain open for walk-ins, we strongly encourage people to make an appointment and only use the walk-in option if you need a test today. Too many people coming without an appointment can create lines and increase potential for unsafe in-person gatherings.
- Testing sites in Greater Minnesota and outer ring suburbs generally have more appointment availability than sites in the core metro. Look at testing sites near you to find one with available appointments.
- Make sure you know what to do while you wait for your test to arrive in the mail and after you've been tested. Visit "[I got Tested - Now What?](#)" for more information.

Additional References

Learn more about [COVID-19 from the Minnesota Department of Health](#).

[COVID-19 Test at Home - Minnesota Dept. of Health \(state.mn.us\)](#)

[Videos for COVID-19 Response - Minnesota Dept. of Health \(state.mn.us\)](#)

[What To Do When Notified of a Lab-Confirmed Case of COVID-19 in Child Care Settings or Youth Programs \(state.mn.us\)](#)

Requirements for Sheet Metal Connectors, Inc.

In June of 2020, Sheet Metal Connectors, Inc. implemented the COVID-19 Preparation Plan for Construction Contractors based upon requirements listed on the Stay Safe Minnesota website (<https://staysafe.mn.gov>). The requirements include the following.

Required Plan content

Sheet Metal Connectors, Inc. Plan includes and addresses the following areas:

- **Require work from home whenever possible.**
All Plans ensure that all workers who can work from home continue to do so.
- **Ensure that sick workers stay home**
Sheet Metal Connectors, Inc. has established policies and procedures, including health screenings that prevent sick workers from entering the workplace:
 - **Social distancing**
 - All Plans established social distancing policies and procedures.
 - **Worker hygiene and source control**
 - All Plans established hygiene and source control policies for workers.
 - **Cleaning, disinfection, and ventilation protocols**
All Plans established cleaning, disinfection, and ventilation protocols for areas within the workplace.

Customer facing businesses

Sheet Metal Connectors, Inc. departments that are customer facing (*i.e.*, businesses that have in-person customer interactions) have written Plan provisions to keep the public and workers safe as set forth in the applicable guidance available on the Stay Safe Minnesota website (<https://staysafe.mn.gov>). This includes requirements that workers and customers must maintain physical distancing of 6 feet and that store occupancy must not exceed limits set forth in the guidance. All Plans include a facility occupancy that does not exceed the limits set forth in the guidance and provide an enhanced sanitizing, cleaning and disinfecting regimen consistent with Minnesota OSHA Standards and MDH and CDC Guidelines for those common areas. All Plans also include the provision to post signage in common areas in order to discourage congregating.

Household services businesses.

When Sheet Metal Connectors, Inc. provides household services (*e.g.*, HVAC services, etc.) we shall adhere to the Plan's provisions intended to keep customers and workers safe as set forth in the applicable guidance available on the Stay Safe Minnesota website (<https://staysafe.mn.gov>).

Optional template

Sheet Metal Connectors, Inc. has utilized the COVID-19 Preparedness Plan template, which covers the aforementioned requirements and is available upon request from the Sheet Metal Connectors, Inc. COVID-19 Administrator.

Certification and signature

Sheet Metal Connectors, Inc. Senior management has signed and certified the Plan, affirming their commitment to implement and follow the Plan.

Dissemination and posting

Sheet Metal Connectors, Inc. has provided its Plan, in writing, to all workers, and posted the plan at all of Sheet Metal Connectors, Inc. workplaces in locations that will allow for the Plan to be readily reviewed by all workers.

Where physical posting is impracticable, the Plan has been posted electronically, provided that the Plan was received by all workers and remains available for their review.

Training

Sheet Metal Connectors, Inc. has provided training to workers on the contents of its Plan and required procedures, so that all workers understand and are able to perform the precautions necessary to protect themselves and their co-workers. This training material was easy to understand and available in the appropriate language and literacy level for all workers. Sheet Metal Connectors, Inc. has also taken steps to supervise workers and ensure that workers understand and adhere to necessary precautions to prevent COVID-19 transmission. Documentation demonstrating compliance with this training requirement has been maintained and made available to regulatory authorities and public safety officers, including DLI, upon request.

Compliance

All Sheet Metal Connectors, Inc. employees are working together to ensure compliance with the Plan, implement protocols, policies, and procedures, and creating a safe and healthful work environment.

Exposure notification protocol

As set forth in the general industry guidance available on the Stay Safe Minnesota website (<https://staysafe.mn.gov>), Sheet Metal Connectors, Inc. has established a protocol for identifying and communicating with workers who may have been exposed to a person with COVID-19 symptoms or who has tested positive for COVID-19 while at work.

Availability to regulatory authorities and public safety officers

Sheet Metal Connectors, Inc. does not need to submit the Plans for preapproval. Upon request, Sheet Metal Connectors, Inc. shall make the Plan available to regulatory authorities and public safety officers, including DLI, MDH, the Minnesota Attorney General's Office, and city and county attorneys.

In the event of a complaint or dispute related to a business's Plan, DLI is authorized to determine whether the Plan adequately implements the applicable guidance, Minnesota OSHA Standards and MD Hand CDC Guidelines in its workplaces.

Respect for Workers

Sheet Metal Connectors, Inc. is respecting the efforts of employers and businesses to protect the safety of our workers and customers by complying with the businesses' social distancing and hygiene instructions.

Sheet Metal Connectors, Inc. has posted social distancing and hygiene instructions at entrances and in locations that can be easily seen by customers and visitors.

Enhanced Local Measures Permitted

Nothing in this Executive Order or previous Executive Orders should be construed to prohibit or prevent political subdivisions from implementing, within their jurisdictions and pursuant to applicable law and authority, restrictions beyond the restrictions contained in this Executive Order, as long as those additional restrictions have a real or substantial relation to the public health crisis caused by COVID-19.

Pursuant to Minnesota Statutes 2020, section 12.32, political subdivisions may not relax or reduce this Executive Order's restrictions. In other words, to the extent that they have authority to do so, cities and other political subdivisions may take actions that are more protective of the public health but may not take actions that are less protective of the public health.

Enforcement

Governor Tim Waltz urges all Minnesotans to voluntarily comply with this Executive Order. Pursuant to Minnesota Statutes 2020, section 12.45, an individual who willfully violates this Executive Order is guilty of a misdemeanor and upon conviction may be punished by a fine not to exceed \$1,000 or by imprisonment for not more than 90 days. Any Sheet Metal Connectors, Inc. owner, fiduciary, manager, or supervisor who requires or encourages any of their employees, contractors, vendors, volunteers, or interns to violate this Executive Order is guilty of a gross misdemeanor and upon conviction may be punished by a fine not to exceed \$3,000 or by imprisonment for not more than a year. In addition to those criminal penalties, the Attorney General, as well as city and county attorneys, may investigate and seek any civil relief available pursuant to Minnesota Statutes 2020, section 8.31, for violations or threatened violations of this Executive Order, including but not limited to injunctive relief, civil penalties in an amount to be determined by the court, up to \$25,000 per occurrence, costs of investigation and reasonable attorney's fees and costs, and other equitable relief as determined by the court in accordance with section 8.31. State and local licensing and regulatory entities that inspect businesses for compliance with rules and codes to protect the public are encouraged to assess regulated businesses' compliance with this Executive Order and use existing enforcement tools to bring businesses into compliance. Nothing in this Executive Order is intended to encourage or allow law enforcement to transgress individual constitutional rights

Pursuant to Minnesota Statutes 2020, section 4.035, subdivision 2, and section 12.32, this Executive Order is effective immediately upon approval by the Executive Council. It remains in effect until the peacetime emergency declared in Executive Order 20-01 is terminated or until it is rescinded by proper authority.

A determination that any provision of this Executive Order is invalid will not affect the enforceability of any other provision of this Executive Order. Rather, the invalid provision will be modified to the extent necessary so that it is enforceable.

Appendix E – Updated MDH Quarantine Guidance

What is a close contact

In general, a close contact means being less than 6 feet from someone for 15 minutes or more throughout a 24-hour period. However, even shorter periods of time or longer distances can result in spread of the virus. The longer someone is close to the person who has COVID-19, and the closer they are, the greater the chance the virus can spread.

- If you have close contact with someone who has been told by a doctor, clinic or hospital that they have COVID-19:
 - Watch yourself for symptoms for 14 days.
 - Stay home.
 - Wash your hands often.
 - Clean surfaces you touch.
- Download the free [COVIDaware MN](#) app to get notified if you have been near someone who tests positive for COVID-19.

How long to keep away from others (quarantine)

Updated 12/7/20

If you had close contact with a person with COVID-19 (an exposure), you need to stay home and away from others (quarantine). COVID-19 can take up to 14 days to make you sick, and some people with COVID-19 never feel sick, so you need to separate yourself from others so you don't spread the virus without knowing it.

The safest option is to stay home and away from others for 14 days. In certain situations, you may end your quarantine after 10 days, or after seven days with a negative COVID-19 test result.

You cannot end your quarantine before seven days for any reason.

Some work settings, like health care, have different rules about quarantine. Check with your employer.

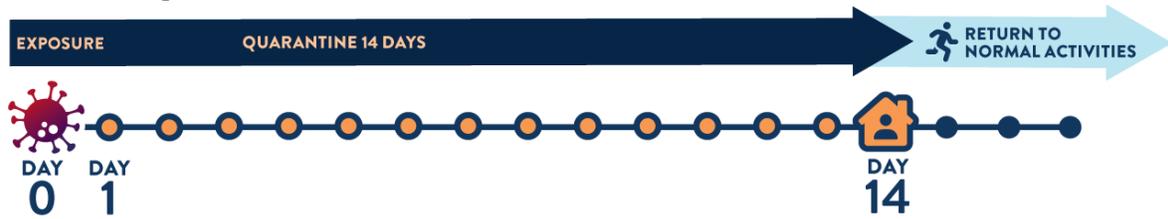
See below for how long you should keep away from others.

You should stay away from others for 14 days if:

- Someone in your home has COVID-19.

- You live in a building with other people, where it's hard to stay away from others and easy to spread the virus to multiple people, like a long-term care facility.

14-Day Quarantine - the safest option.



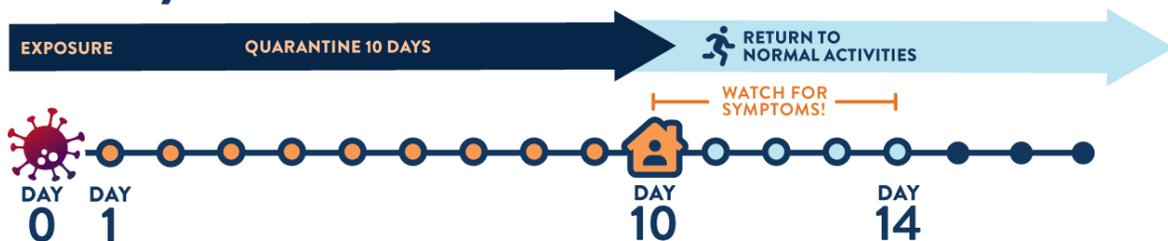
You may consider being around others after 10 days if:

- You do not have any symptoms.
- You have not had a positive test for COVID-19.
- No one in your home has COVID-19, and you do not live in a building with other people, where it's hard to stay away from others and easy to spread the virus to multiple people, like a long-term care facility.

Even after 10 days you must still:

- Watch for symptoms through day 14. If you have any symptoms, stay home, separate yourself from others, and get tested right away.
- Continue to wear a mask and stay at least 6 feet away from other people.

10-Day Quarantine



You may consider being around others after seven days only if:

- You get tested for COVID-19 at least five full days after you had close contact with someone with COVID-19, and the test is negative. You must get a negative PCR test, not an antigen test or antibody/blood test. Learn more about the differences at [Types of COVID-19 Tests](#).
- You do not have any symptoms.
- You have not had a positive test for COVID-19.
- No one in your home has COVID-19, and you do not live in a building with other people, where it's hard to stay away from others and easy to spread the virus to multiple people, like a long-term care facility.

Even after seven days you must still:

- Watch for symptoms through day 14. If you have any symptoms, stay home, separate yourself from others, and get tested right away.
- Continue to wear a mask and stay at least 6 feet away from other people.

7-Day Quarantine - requires a negative COVID-19 test.



You cannot end your quarantine before seven days for any reason.

More information about these updated recommendations is available at:

- [Quarantine Guidance for People who are Contacts of a COVID-19 Case \(PDF\)](#)
Detailed version on who needs to quarantine, how to quarantine, and how long to quarantine.
Updated 12/10/20
- [CDC: When to Quarantine](#)