



## GEETF Office – Safety Protocols

1. All visitors will wear a mask when entering the building.
2. All visitors will sanitize their hands upon entry.
3. All visits to the GEETF Office should be pre-arranged by appointment.
4. All visitors must sign in and out (for contact tracing).
5. Once you have entered the building, masks may be removed if you are able to maintain at least 2 metre physical distance.
6. Visitors should NOT enter Jeannette's Office.
7. Visitors should NOT enter the kitchen or photocopy room.
8. If you use the restroom, please use the Lysol Wipes to wipe both door handles as you exit.
9. Please use the Lysol Wipes to sanitize any surfaces that you touch.

**Thank you for your cooperation in order to keep our work environment safe.**