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Sanitary District

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Providing a Better Environment for South Central DuPage County

To: All Contractors and Visitors
From: Amy Underwood, General Manager
Date: July 9, 2020

The Downers Grove Sanitary District is following the public health guidance of the Restore Illinois Plan in order to protect our staff while allowing us to continue to serve the public. At the time of this memo, the state is in Phase 4 of the Restore Illinois Plan. Effective today and until further notice, we ask visitors to adhere to the following guidelines.

Please do not enter our facility if:

1. You have tested positive for Covid-19 or know you have been exposed in the past 14 days to anyone who has tested positive for Covid-19.
2. You are experiencing any of the following symptoms:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
3. In the past 14 days you have traveled to another country or to a state with a case rate greater than 15 new COVID-19 cases per 100,000 resident population, per day, over a 7-day rolling average.

Before entering our facility:

1. Fill out and submit the form found [HERE](#) 12 to 24 hours before your scheduled visit. Upon reviewing your responses, we will notify you if there is a problem with your visit. If you do not hear from us, plan to arrive at your scheduled visit time.

When you enter our facility:

1. Cover your nose and mouth with a cloth mask or disposable mask when inside buildings and also outdoors when speaking with other people or working within 6 feet of other people. DGSD is not responsible to provide masks to visitors. Masks with exhalation (one-way) valves are not allowed.
2. Maintain 6 foot separation between yourself and others whenever possible.
3. Do not shake hands with others.
4. Refrain from using employee restrooms. There is a port-a-potty located on the south side of building K and a sink just inside the south door of building K that visitors are welcome to use.
5. Refrain from using employee lunchrooms.
6. Do not enter any district buildings other than the one you are assigned to do work in or approved by your District host.