

From: Vigor Communications <Communications@vigor.net>

Sent: Wednesday, April 1, 2020 6:06 PM

Subject: Wednesday, April 1st: Vigor's COVID-19 Daily Update



This employee communication will go out as needed to all Vigor employees. If you would like something included, simply respond to this email or get in touch with Caitlin Harrington. Information needs to be received by 3 pm day of if you need it in that day's email distribution.

Need a reminder on how to thoroughly wash your hands? [Check out this video.](#)

Access all employee updates and attachments on the [VigorNet COVID-19 page](#). Stay safe!

Social Distancing at Vigor Facilities

Since our work is considered essential, many employees are still working at Vigor facilities. We have implemented social distancing and sanitation measures to help protect our workforce and workplace against the spread of COVID-19.

Attached is an official policy that provides guidance on how we're implementing these policies and how you can help adhere to them. It also explains how Vigor is approaching situations when employees can't maintain a six-foot distance from each other due to the nature of the task. We're working to limit these situations, but there are different precautions that can be taken.

Please read the attached policy if you are currently working onsite in a Vigor facility (or supervising people who are doing so) and ensure that your direct reports who do not have access to a Vigor email also read the policy.

A Couple Reminders

Employees who are sick and/or who are living with people with symptoms of the virus must stay home – even if they feel well enough to work!

Production workers who need to remain at home should call the absence line (1.844.660.0089) even if they have reported an absence to their supervisors. Salaried/corporate hourly should contact their supervisor to discuss absences.

EAP Benefits for Your Mental Health

While we are of course worrying about the spread of the virus and our physical health, during times of stress, it's also important to take care of your mental health as well. All Vigor employees have access to EAP benefits at little or no cost, including confidential counseling sessions – your family members are also eligible.

To explore your options, head to MyRBH.com and click Members in the top right corner. Your member code is: VIGOR

- **24-hour Crisis Help** - Toll-free access for you or a family member experiencing a crisis.
- **Confidential Counseling** - Face-to-face counseling sessions for each new issue, including family, relationships, stress, anxiety, and other common challenges.
- **eAccess** - Convenient access to online consultations with licensed counselors.

If you are interested in using your benefits or have questions, you can call them at 1-866-750-1327.
