

UPCOMING EVENTS AT AUTO-WARES

ORIGINAL DATE: 3-13-2020

REVISED: 3-16-2020

A Message for All Team Members

For the safety of our employees, we are informing our staff that the Wellness Screenings scheduled for this month have been postponed 60-75 days out. They will be performed at the same locations and times as previously scheduled (you will have the same reserved time slot, just at a different date). Please stay tuned for the rescheduled date. The previous deadline for completing the Wellness Screening (April 30th) has also been pushed back to a TBD date.

As it relates to all training events, service center council meetings, and other group gatherings, we are advising to review on a case by case basis and to postpone if possible until further notice. At this time, our 2020 May live meeting has been cancelled. We believe this decision is in the best interest of all who would have otherwise attended. Because of the cancelation, we are modifying our Tuesday webex Sales Meeting schedule to fit in the presenters from the live meeting. We won't add additional webex meetings or make the Tuesday call any longer, just move things around so the information, training & promotions aren't missed.

As of Monday, March 16th, Auto-Wares is restricting all over-night travel/stays and cancelling any meetings indefinitely. We will continue to monitor the recommendations from the CDC and let everyone know when this changes.

RESOURCES

For more information on the coronavirus and its prevention, visit the CDC's [coronavirus page](#). CDC guidance on clinical signs and symptoms and infection prevention and control recommendations are [available here](#).

We encourage everyone to check with their local health departments and hospitals for additional information.

COMMUNICATION

Please communicate any questions or concerns via help@autowares.com (being monitored closely) or contact your supervisor.

CDC GUIDELINES

Wash hands for at least 20 seconds	Use hand sanitizer between washes	Avoid handshakes	Avoid touching your eyes, nose, and mouth
Cough and sneeze into your elbow (not hands)	Stay home if you are sick	Avoid close contact with anyone who is sick	Disinfect commonly touched surfaces