These guidelines have been implemented in accordance with the recommendations of the Center For Disease Control, Department of Health and Human Service, World Health Organization, and your local and state government. These guidelines may be updated by PDA.

We are grateful for you to attend our training course. However, if you can answer YES to any of these questions, you will not be allowed to enter the training facility.

**Fever** – Do you have a fever of 100.4°F [38 °C] or greater? We will check your temperature upon arrival.

**Feeling sick** – Have you experienced any of the CDC-defined symptoms of COVID-19 within the past 14 days: fever, cough, sore throat, shortness of breath, body aches, or loss of sense or taste of smell?

**Been around anyone exhibiting signs of fever or cough** – Have you come into close proximity with a person who has been “quarantined” by a physician or government, or with a person who has been told by his/her employer to self-quarantine within the past 14 days?

**Living with anyone who’s sick**, tested positive for COVID-19 or is quarantined within the past 14 days?

**HAND WASHING**
Frequent hand washing during the day.

**HAND SANITIZER**
Available in the cafeteria, training room and cleanroom.

**FACE COVERINGS**
Wear at all times when in the cafeteria, training room and cleanroom.
DAILY TEMPERATURE CHECK
Attendees will be required to complete a temperature check daily upon arrival to PDA.

MASKS
Mask must be worn at all times.

MEALS
Lunch will be provided and served in individually packaged containers. The common seating area is closed. You can take your lunch to your desk in the training room, or in the outside eating area.

COFFEE/TEA
Coffee and tea service will NOT be provided. The following locations provide coffee and tea: Starbucks (located 2 blocks away), Bethesda Gourmet (onsite), and Sprout Café (onsite).

WATER
Bottled water will be provided.

FACILITY CLEANING AND DISINFECTION
The desks, chairs, podium, trainer laptop, and counter tops will be cleaned and disinfected on a daily basis.