



# National Postal Mail Handlers Union

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*National President*

**Michael J. Hora**  
*National Secretary-Treasurer*

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**Lawrence B. Sapp**  
*Vice President  
Southern Region*

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*Vice President  
Western Region*

TO: All Local Union Presidents

FROM: Paul V. Hogrogian, National President *PVH*  
Michael J. Hora, National Secretary-Treasurer *MjH.*

DATE: March 3, 2020

RE: Coronavirus COVID-19 Response

On Saturday, February 29, 2020, the National Postal Mail Handlers Union was notified that after extended overseas travel, a Seattle NDC employee tested positive for COVID-19, also known as the coronavirus. This employee has self-quarantined and will not return to the facility until cleared by health authorities. In consultation with the Seattle Public Health Department, we have been informed that the current risk to Mail Handlers and other postal employees is low and that the building in which the individual worked is safe for employees. The facility was quickly sanitized consistent with local health official recommendations.

This incident, in concert with media reports of COVID-19 outbreaks in multiple states, has propelled this issue to the front line. On March 2, 2020, President Paul Hogrogian, Secretary-Treasurer Michael Hora and National CAD Representatives, along with representatives from all postal unions, met with Postmaster General Megan Brennan and senior leadership of the Postal Service to discuss countermeasures and abatement protocol to address the coronavirus outbreak. One thing is clear: we are in the early stages of this national emergency. Protocol is largely driven by the Centers for Disease Control and Prevention (CDC) and U.S. Department of Health and Human Services (HHS). This is an evolving situation; abatement protocol may change. It is imperative to establish a reliable line of communication between the Postal Service, unions, and employees.

To that end, the NPMHU has identified National CAD Representative Charles Manago as our primary point person to field queries and concerns, and disseminate coronavirus awareness, protection, abatement, and reporting information to the field. Brother Manago can be reached by phone at 202-833-9095 ext. 1205 or by email at [cmanago@npmhu.org](mailto:cmanago@npmhu.org).

In addition, we will continue to distribute and post the most current information available on the national website at [npmhu.org](http://npmhu.org).

National Headquarters: 815 16th Street, NW, Suite 5100, Washington, D.C. 20006  
(202) 833-9095 FAX (202) 833-0008 [www.npmhu.org](http://www.npmhu.org)



The CDC states that the best way to prevent infection is to avoid being exposed, and to follow recommendations to help prevent the spread of any respiratory viruses, including:

- Avoid close contact with people who are sick;
- Avoid touching your eyes, nose and mouth with unwashed hands;
- Stay home when you are sick;
- Cover your cough or sneeze with a tissue;
- Clean and disinfect frequently touched objects and surfaces;
- Wash your hands frequently with soap and water for at least 20 seconds and use alcohol-based hand sanitizer if soap and water is unavailable

As part of this mailing, we are including the following information and guidance relative to the coronavirus. Please disseminate widely as appropriate:

- CDC Guidance: What you need to know about coronavirus disease 2019 (COVID-19)
- CDC Guidance: Symptoms of coronavirus disease 2019
- CDC Guidance: What to do if you are sick with coronavirus disease 2019 (COVID-19)
- CDC Guidance: Stop the spread of germs
- CDC Hand washing and vaccination guidance
- USPS Newsbreak 2-17-20 Staying Healthy - Take steps to avoid flu, [and] other diseases
- USPS Newsbreak 2-11-20 Health Tips - Flu and respiratory diseases including novel coronavirus
- USPS Newsbreak 2-11-20 Health Tips
- USPS Mandatory Stand-up Talk Feb 25, 2020 Staying Vigilant

The USPS has committed to implementing CDC and HHS recommendations. Periodic mandatory stand-up talks will occur until unnecessary. We have been assured that there is an adequate supply of gloves and face masks. Nonetheless, the CDC recommendation is that face masks are unnecessary if you are well. The Service will clean and sanitize workspaces more frequently. Additionally, NPMHU representatives will be permitted to participate in Area level telecommunication meetings.

We will continue to provide additional information as the situation evolves, including a comprehensive update during the upcoming SAMLU meeting in Biloxi, MS on April 6-8, 2020.

cc: National Executive Board  
National/Regional CAD

**Communicable Disease Epidemiology  
and Immunization Section**

401 5th Avenue, Suite 1250  
Seattle, WA 98104  
**206-296-4774** Fax 206-296-4803  
TTY Relay: 711  
www.kingcounty.gov/health

**Public Health**   
Seattle & King County

**Novel Coronavirus: Self-Observation Steps for People with Low Risk Exposure**

March 1, 2020

You are being given these directions because you may have been exposed to the novel coronavirus (the virus causes the infection called COVID-19) on February 25, 2020, at the United States Postal Service Seattle Network Distribution Center in Federal Way.

Public Health has determined your potential exposure to be **low risk** because you did not likely have close contact (extended contact within 6 feet) with the person ill with COVID-19 disease.

Public Health is recommending you watch for symptoms of COVID-19 infection including **fever, cough, shortness of breath or difficulty breathing**. Other, less common symptoms include fatigue (new or increasing tiredness or weakness), headache, muscle aches, diarrhea, or sore throat. Symptoms occur within 2–14 days of exposure.

We recommend you take the following steps **through March 8, 2020** for self-observation:

- If you do not have any symptoms, you can continue to go to work and out in the public as normal.
- **If you start to feel feverish or develop cough or difficulty breathing:**
  1. Take your temperature
  2. Limit contact with others
  3. **Call your healthcare provider to determine whether medical evaluation is needed**
    - **Before** going to your medical appointment, be sure to tell your healthcare provider about your recent possible exposure to the novel coronavirus on February 25, 2020. This will help your healthcare provider's staff take steps to keep other people from being exposed. Ask your healthcare provider to call Public Health (206-296-4774).
  4. To the extent possible, remain at home. Avoid large group settings and events, limit public activities and practice social distancing while self-monitoring.

Sincerely,

Vance Kawakami, DVM, MPH, DACVPM  
Program Manager, Zoonotic and Emerging Diseases  
Public Health-Seattle & King County  
Communicable Disease Epidemiology & Immunization Section

# What you need to know about coronavirus disease 2019 (COVID-19)

## What is coronavirus disease 2019 (COVID-19)?

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. The virus that causes COVID-19 is a novel coronavirus that was first identified during an investigation into an outbreak in Wuhan, China.

## Can people in the U.S. get COVID-19?

COVID-19 is spreading from person to person in China, and limited spread among close contacts has been detected in some countries outside China, including the United States. At this time, however, this virus is NOT currently spreading in communities in the United States. Right now, the greatest risk of infection is for people in China or people who have traveled to China. Risk of infection is dependent on exposure. Close contacts of people who are infected are at greater risk of exposure, for example health care workers and close contacts of people who are infected with the virus that causes COVID-19. CDC continues to closely monitor the situation.

## Have there been cases of COVID-19 in the U.S.?

Yes. The first case of COVID-19 in the United States was reported on January 21, 2020. The current count of cases of COVID-19 in the United States is available on CDC's webpage at <https://www.cdc.gov/coronavirus/2019-ncov/cases-in-us.html>.

## How does COVID-19 spread?

The virus that causes COVID-19 probably emerged from an animal source, but now it seems to be spreading from person to person. It's important to note that person-to-person spread can happen on a continuum. Some diseases are highly contagious (like measles), while other diseases are less so. At this time, it's unclear how easily or sustainably the virus that causes COVID-19 is spreading between people. Learn what is known about the spread of newly emerged coronaviruses at <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>.

## What are the symptoms of COVID-19?

Patients with COVID-19 have had mild to severe respiratory illness with symptoms of

- fever
- cough
- shortness of breath



## What are severe complications from this virus?

Many patients have pneumonia in both lungs.

## How can I help protect myself?

The best way to prevent infection is to avoid being exposed to the virus that causes COVID-19.

## There are simple everyday preventive actions to help prevent the spread of respiratory viruses.

### These include

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

## If you are sick, to keep from spreading respiratory illness to others, you should

- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

## What should I do if I recently traveled to China and got sick?

If you were in China within the past 14 days and feel sick with fever, cough, or difficulty breathing, you should seek medical care. Call the office of your health care provider before you go, and tell them about your travel and your symptoms. They will give you instructions on how to get care without exposing other people to your illness. While sick, avoid contact with people, don't go out and delay any travel to reduce the possibility of spreading illness to others.

## Is there a vaccine?

There is currently no vaccine to protect against COVID-19. The best way to prevent infection is to avoid being exposed to the virus that causes COVID-19.

## Is there a treatment?

There is no specific antiviral treatment for COVID-19. People with COVID-19 can seek medical care to help relieve symptoms.

**If you are sick with COVID-19 or suspect you are infected with the virus that causes COVID-19, follow the steps below to help prevent the disease from spreading to people in your home and community.**

## Stay home except to get medical care

You should restrict activities outside your home, except for getting medical care. Do not go to work, school, or public areas. Avoid using public transportation, ride-sharing, or taxis.

## Separate yourself from other people and animals in your home

**People:** As much as possible, you should stay in a specific room and away from other people in your home. Also, you should use a separate bathroom, if available.

**Animals:** Do not handle pets or other animals while sick. See [COVID-19 and Animals](#) for more information.

## Call ahead before visiting your doctor

If you have a medical appointment, call the healthcare provider and tell them that you have or may have COVID-19. This will help the healthcare provider's office take steps to keep other people from getting infected or exposed.

## Wear a facemask

You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) or pets and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then people who live with you should not stay in the same room with you, or they should wear a facemask if they enter your room.

## Cover your coughs and sneezes

Cover your mouth and nose with a tissue when you cough or sneeze. Throw used tissues in a lined trash can; immediately wash your hands with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60 to 95% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty.

## Avoid sharing personal household items

You should not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people or pets in your home. After using these items, they should be washed thoroughly with soap and water.

## Clean your hands often

Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.

## Clean all "high-touch" surfaces every day

High touch surfaces include counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables. Also, clean any surfaces that may have blood, stool, or body fluids on them. Use a household cleaning spray or wipe, according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.

## Monitor your symptoms

Seek prompt medical attention if your illness is worsening (e.g., difficulty breathing). **Before** seeking care, call your healthcare provider and tell them that you have, or are being evaluated for, COVID-19. Put on a facemask before you enter the facility. These steps will help the healthcare provider's office to keep other people in the office or waiting room from getting infected or exposed.

Ask your healthcare provider to call the local or state health department. Persons who are placed under active monitoring or facilitated self-monitoring should follow instructions provided by their local health department or occupational health professionals, as appropriate.

If you have a medical emergency and need to call 911, notify the dispatch personnel that you have, or are being evaluated for COVID-19. If possible, put on a facemask before emergency medical services arrive.

## Discontinuing home isolation

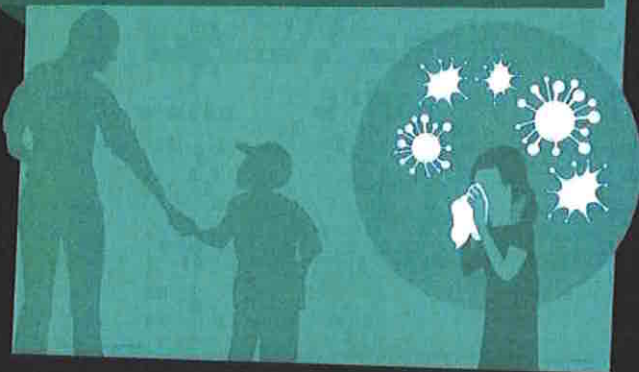
Patients with confirmed COVID-19 should remain under home isolation precautions until the risk of secondary transmission to others is thought to be low. The decision to discontinue home isolation precautions should be made on a case-by-case basis, in consultation with healthcare providers and state and local health departments.



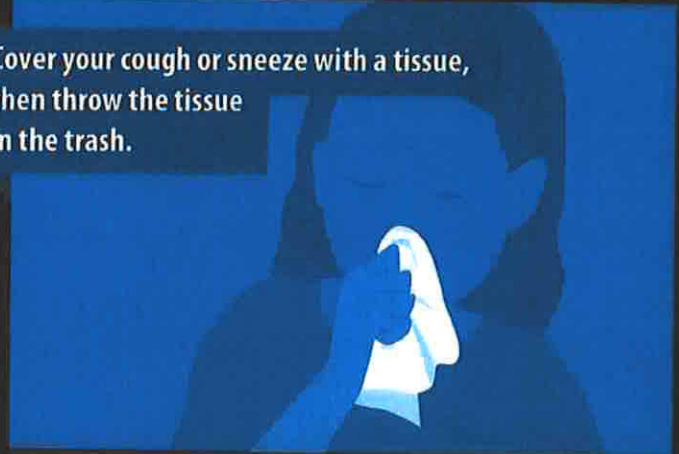
# STOP THE SPREAD OF GERMS

Help prevent the spread of respiratory diseases like COVID-19.

Avoid close contact with people who are sick.



Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



Avoid touching your eyes, nose, and mouth.



Clean and disinfect frequently touched objects and surfaces.



Stay home when you are sick, except to get medical care.



Wash your hands often with soap and water for at least 20 seconds.



**COVID  
19**  
CORONAVIRUS  
DISEASE

# SYMPTOMS OF CORONAVIRUS DISEASE 2019

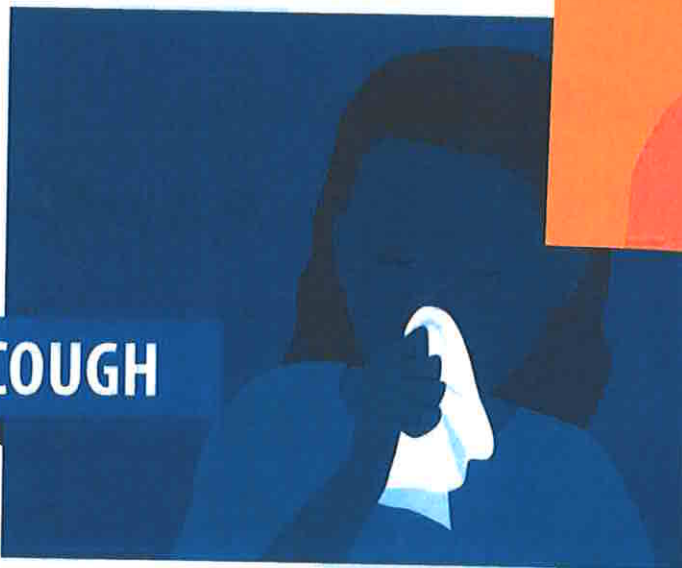
Patients with COVID-19 have experienced mild to severe respiratory illness.

Symptoms\* can include

**FEVER**

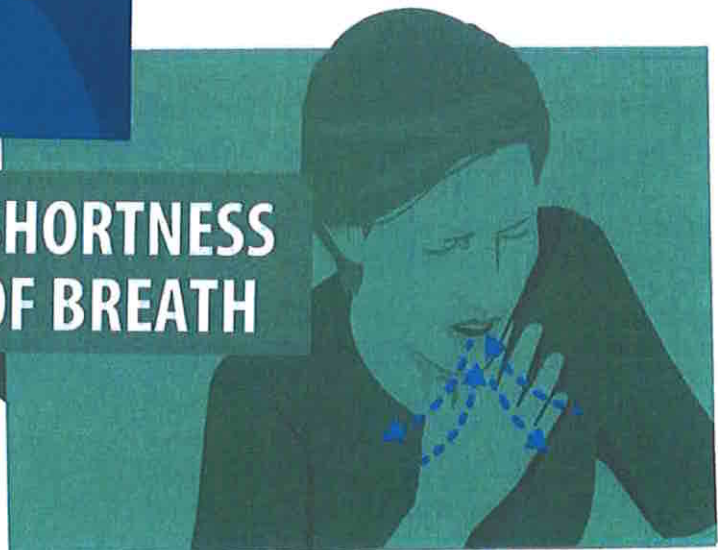


**COUGH**



\*Symptoms may appear 2-14 days after exposure.

**SHORTNESS OF BREATH**



If you have been in China or in close contact with someone with confirmed COVID-19 in the past 2 weeks and develop symptoms, call your doctor.



For more information: [www.cdc.gov/COVID19](http://www.cdc.gov/COVID19)

# Stop Germs! Wash Your Hands.

## When?

- After using the bathroom
- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage



## How?



**Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.



**Lather** your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.



**Scrub** your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.



**Rinse** hands well under clean, running water.



**Dry** hands using a clean towel or air dry them.

**Keeping hands clean is one of the most important things we can do to stop the spread of germs and stay healthy.**

LIFE IS BETTER WITH

**CLEAN HANDS**



[www.cdc.gov/handwashing](http://www.cdc.gov/handwashing)

This material was developed by CDC. The Life is Better with Clean Hands Campaign is made possible by a partnership between the CDC Foundation, GOJO, and Staples. HHS/CDC does not endorse commercial products, services, or companies.



CS310027-A



# ¡Detenga los microbios! Lávese las manos

## ¿CUÁNDO?

- Después de ir al baño.
- Antes, durante y después de preparar alimentos.
- Antes de comer.
- Antes y después de cuidar a alguien que tenga vómitos o diarrea.
- Antes y después de tratar cortaduras o heridas.
- Después de cambiarle los pañales a un niño o limpiarlo después de que haya ido al baño.
- Después de sonarse la nariz, toser o estornudar.
- Después de tocar animales, sus alimentos o sus excrementos.
- Después de manipular alimentos o golosinas para mascotas.
- Después de tocar la basura.



## ¿CÓMO?



**Mójese** las manos con agua corriente limpia (tibia o fría), cierre el grifo y enjabónese las manos.



**Frótese** las manos con el jabón hasta que haga espuma. Asegúrese de frotarse la espuma por el dorso de las manos, entre los dedos y debajo de las uñas.



**Restriéguese** las manos durante al menos 20 segundos. ¿Necesita algo para medir el tiempo? Tararee dos veces la canción de "Feliz cumpleaños" de principio a fin.



**Enjuáguese** bien las manos con agua corriente limpia.



**Séquese** las manos con una toalla limpia o al aire.

**Mantener las manos limpias es una de las cosas más importantes que podemos hacer para detener la propagación de microbios y mantenernos sanos.**

LA VIDA ES MEJOR CON LAS

**MANOS  
LIMPIAS**



[www.cdc.gov/lavadodemanos](http://www.cdc.gov/lavadodemanos)



Este material fue elaborado por los CDC. La campaña La Vida es Mejor con las Manos Limpias es posible gracias a una asociación entre la Fundación de los CDC, GOJO y Staples. El HHS y los CDC no respaldan productos, servicios ni empresas comerciales.

CS310027-A

# Mandatory Stand-Up Talk

Feb. 25, 2020

## Staying vigilant

### Flu and respiratory disease prevention tips

It's currently flu and respiratory disease season and the Centers for Disease Control and Prevention (CDC) recommends getting a flu vaccine, taking everyday preventive actions to help stop the spread of germs, and taking flu antivirals if prescribed.

CDC recommends several steps to help prevent the spread of any respiratory viruses, including the new coronavirus, known as COVID-19 (*pronounced CO-vid 19*).

CDC states the best way to prevent infection is to avoid being exposed, and to follow these tips.

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing or sneezing.
- If soap and water are not available, use an alcohol-based hand sanitizer with at least 60-percent alcohol. Always wash hands with soap and water if hands are visibly dirty.

(Continued on next page)

- Follow CDC's recommendations for using face masks. CDC does not recommend that people who are well wear face masks to protect themselves from respiratory diseases, including COVID-19.
- Face masks should be used by people who show symptoms of COVID-19 to help prevent spreading the disease to others. The use of face masks is also crucial for health workers and caregivers.

In addition, CDC states there is likely very low risk that the virus can be spread from products or packaging shipped from China, because of poor survivability of coronaviruses on surfaces.

Coronaviruses are generally thought to be spread most often by respiratory droplets, according to CDC.

Also according to CDC, there currently is no evidence to support transmission of the coronavirus associated with imported goods; and there have been no reported cases of the virus in the United States associated with imported goods.

For current information and more details visit the CDC website, at [www.cdc.gov](http://www.cdc.gov).

Thank you for listening.

# # #

# LINK

## [USPS News Link](#)

### [News](#)

#### Staying vigilant

#### CDC's coronavirus guidance still being shared

Today February 24, 2020 at 11:24 a.m.



*To avoid the COVID-19 virus and other respiratory illnesses, the Centers for Disease Control and Prevention recommends washing your hands regularly with soap and water for at least 20 seconds, among other measures.*

The Postal Service is continuing to share the Centers for Disease Control and Prevention's guidance regarding the novel coronavirus outbreak.

The virus, officially known as COVID-19, began late last year in Wuhan, China.

According to CDC, the best way to prevent infection is to avoid being exposed to the virus and to follow these recommendations to help prevent the spread of any respiratory viruses, including the coronavirus:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Stay home when you're sick.

- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing or sneezing. If soap and water aren't available, use an alcohol-based hand sanitizer that's at least 60 percent alcohol.

Always wash your hands with soap and water if the hands are visibly dirty.

- Follow CDC's [recommendations for using face masks](#). CDC does not recommend that people who are well wear a face mask to protect themselves from respiratory diseases, including COVID-19. Face masks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others. The use of face masks is also crucial for health workers and caregivers.

Additionally, CDC has reported there is very low risk that the coronavirus can be spread from products or packaging shipped from China, due to poor survivability of this type of virus on surfaces.

Coronaviruses are generally thought to be spread most often by respiratory droplets, CDC [reports](#).

Also, [according to CDC](#), there is no evidence to support transmission of the novel coronavirus associated with imported goods, and there have been no reported cases of the virus in the United States associated with imported goods.

The Postal Service is continuing to provide this information to employees through stand-up talks, [employee news articles](#), messages on bulletin boards, and updates on Informed Facility and Postal Vision monitors inside USPS workplaces.

CDC's website has [additional information](#).

The **Centers for Disease Control and Prevention** recommends these everyday habits that can help prevent the spread of several viruses:

- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing or sneezing.
- If soap and water are not available, use an alcohol-based hand sanitizer with at least 60-percent alcohol. Always wash your hands with soap and water if they're visibly dirty.
- If you're well, follow the CDC's recommendations and don't wear face masks to protect yourself from respiratory viruses, including the novel coronavirus.



According to the CDC, coronaviruses are generally thought to be spread most often by respiratory droplets.

Also according to the CDC, there is no evidence to support transmission of the new coronavirus associated with imported goods; and there have not been any reported cases of the virus in the United States associated with imported goods.

It's currently flu and respiratory disease season and the **Centers for Disease Control and Prevention** (CDC) recommends getting a flu vaccine, taking everyday preventive actions to help stop the spread of germs, and taking flu antivirals if prescribed. The CDC states the best way to prevent infection is to avoid being exposed, and to follow recommendations to help prevent the spread of any respiratory viruses, including the following:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose and mouth with unwashed hands.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.



Attached and pasted below is a mandatory stand-up talk on staying healthy.

This mandatory talk should be delivered to all employees by Friday, February 14, 2020.

Thank you for your attention to this topic.

## **Mandatory Stand-Up Talk**

**February 11, 2020**

### **Health tips**

#### **Flu and respiratory diseases including novel (new) coronavirus**

It's currently flu and respiratory disease season and the Centers for Disease Control and Prevention (CDC) recommends getting a flu vaccine, taking everyday preventive actions to help stop the spread of germs, and taking flu antivirals if prescribed.

While the immediate risk of the new coronavirus to the American public is believed by the CDC to be low at this time, everyone can help respond in a healthy manner.

The CDC states the best way to prevent infection is to avoid being exposed, and to follow recommendations to help prevent the spread of any respiratory viruses, including the following tips.

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose and mouth with unwashed hands.
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- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing or sneezing.



- If soap and water are not available, use an alcohol-based hand sanitizer with at least 60-percent alcohol. Always wash hands with soap and water if hands are visibly dirty.
- If you're well, follow CDC's recommendations and don't wear face masks to protect yourself from respiratory viruses, including the novel coronavirus.

These are everyday preventive measures that can help stop the spread of several viruses.

In addition, the CDC states there is likely very low risk that the virus can be spread from products or packaging shipped from China, because of poor survivability of coronaviruses on surfaces.

According to the CDC, coronaviruses are generally thought to be spread most often by respiratory droplets.

According to the CDC, there currently is no evidence to support transmission of the new coronavirus associated with imported goods; and there have not been any reported cases of the virus in the United States associated with imported goods.

For current information and more details visit the CDC website, at [www.cdc.gov](http://www.cdc.gov).

Thank you for listening.

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**February 11, 2020**

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***Feb. 11, 2020***

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For current information and more details visit the CDC website, at [www.cdc.gov](http://www.cdc.gov).

**PLEASE PRINT AND POST ON ALL EMPLOYEE BULLETIN BOARDS.**

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**USPS NEWSBREAK**

***Jan. 27, 2020***

## **Staying healthy**

### **Take steps to avoid flu, other illnesses**

The Centers for Disease Control and Prevention (CDC) is providing the public with tips to prevent influenza and other contagious respiratory illnesses.

Here are some general tips:

- **Get vaccinated.** Everyone 6 months of age and older should get a flu vaccine every season, especially people at high risk, including adults 65 and older, pregnant women, young children and people living with asthma or heart disease.
- **Practice prevention.** Take actions every day to help stop the spread of germs and prevent respiratory illnesses like the flu. These actions include covering your mouth when coughing, covering your nose when sneezing, washing your hands regularly and staying home when you're sick.
- **Seek treatment.** Prescription medications called "antiviral drugs" can be used to treat the flu and similar illnesses. The CDC recommends prompt treatment for people who have flu infection or suspected flu infection and who are at high risk of serious flu complications.

Additionally, the CDC is advising the public to take steps to avoid the novel (new) coronavirus first identified in Wuhan, China. These steps including washing your hands often with soap and water for at least 20 seconds; avoiding touching your eyes, nose and mouth with unwashed hands; avoiding close contact with people who are sick.

The CDC website has additional information and tips, at [www.cdc.gov](http://www.cdc.gov).

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# Mandatory Stand-Up Talk

January 24, 2020

## Staying healthy

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Thank you for listening.

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