As we return to our campus workplaces, Human Resources, Risk Management, and the Student Health Center, along with Executive Cabinet, have comprehensively considered employee safety and health through the implementation of new protocols in our workplace. We must remember that the COVID-19 threat is still here and that all employees are expected to commit to staying safe and healthy when reporting to work every day.

*Every employee plays a key role in avoiding exposure and limiting infection!*
MSJC is taking every precaution to ensure our workplaces are safe. The District is following federal and county health and safety guidelines as well as guidance from our state and local governments. We have implemented practices for disinfection and social distancing, among others, and will continue to modify these practices as the situation changes.

In order to continue keeping our workplace safe and healthy, the following has been implemented by the District:

- All employees must self-check daily for any symptoms of COVID-19 and perform a temperature check prior to leaving home and entering the workplace. The current self-check form can be found here.

- Schedules have been modified to allow for required social distancing. Employees will be working on a team with the same schedule to limit the number of people they are exposed to while on campus.

- Informational signage is posted throughout campus related to current safety measures and requirements in place related to COVID-19. Signs may be updated as the healthcare crisis changes.

- Employees are required to wear face coverings in common areas and socially distance (6 feet or more). It is highly recommended that face coverings are used at all times when others are present, even when social distancing.

- Common areas and frequently touched surfaces are disinfected daily.

- Disinfecting supplies (e.g., disinfecting wipes) will be available for employee use. Employees are encouraged to disinfect their workspaces throughout the workday.

- Hand sanitizer, soap, and paper towels will be readily available in all restrooms and hand sanitizer and disinfecting wipes will be available throughout campus office areas.

- HVAC systems have been checked to allow optimal air flow throughout the buildings on campus and air filters have been replaced.

---

**Symptom Checker**

**CDC Guidelines:** Employees who have symptoms when they arrive at work or become sick during the day should immediately be sent home.

Individuals with the following symptoms may have COVID-19:

- Headache
- Sinus congestion
- Fever (100.4 or greater)
- Cough
- GI symptoms: Nausea, vomiting, and/or diarrhea
- Chills
- Muscle pain
- Sore throat
- Loss of taste or smell
- Shortness of breath or difficulty breathing
KEEPING MSJC EMPLOYEES SAFE (CONTINUED)

- Signage with social distancing reminders are installed in areas where lines may occur.

- Virtual meetings will continue to take the place of in-person meetings.

- Meeting rooms, break rooms and other communal areas may be utilized as long as employees follow all COVID protocols for safety. Alternate break areas may also be available.

- Employees who develop symptoms outside of work should notify Human Resources and stay home, following the procedures in this guide. Sick employees should follow the CDC recommended steps. Employees should not return back to work until they have met the California Department of Public Health and/or CDC criteria to discontinue home isolation and have been cleared by Human Resources (see procedures starting on page 7). CDPH quarantine criteria can be found here.

- Mandatory employee training will be assigned through Keenan Safe Colleges. Employees will receive e-mail reminders to complete training. Training includes the following:
  - Coronavirus: Awareness
  - Coronavirus: CDC Guidelines for Making and Using Cloth Face Covering
  - Coronavirus: Cleaning and Disinfecting your Workplace
  - Coronavirus: Managing Stress and Anxiety
  - Return to Work Guide (Policy - mandatory)
  - Cal/OSHA COVID-19 Protection Plan (new)

- Employees will resume the 4/9/4 schedule as we transition back to working on campus as described on the next page.

- Once returning to campus is phased in for your department, employees will only be assigned to one campus location until further notice.

- Business travel remains restricted and mileage will not be paid at this time.

How and When to Wear a Face Covering

When employees are in common areas, face coverings must be used at all times with minimal exceptions. See page 16 for full guidance on the face covering requirements and exceptions.

Cloth face masks should:
- Fit snugly but comfortably against the side of the face
- Be secured with ties or ear loops
- Include multiple layers of fabric
- Allow for breathing without restriction
- Be able to be laundered and machine dried without damage or change to shape
- Be washed daily!
- Be removed carefully and hands washed after removal
KEEPING MSJC EMPLOYEES SAFE (CONTINUED)

- In most departments, employee schedules will be modified to allow for staggered work days to reduce the number of people in the buildings at one time to ensure social distancing.

- Modified schedules consist of working on campus four full (9-hour) days, Monday through Thursday, then the following week working from home four full (9-hour) days, Monday through Thursday. On Fridays, all employees will work from home for their regularly scheduled four-hour shift. See example schedule below.

EXAMPLE SCHEDULE (actual schedule may be different by department):

<table>
<thead>
<tr>
<th>Week #</th>
<th>Team Name</th>
<th>Work Location/Day</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Mon</td>
</tr>
<tr>
<td>1</td>
<td>Team A</td>
<td>Campus</td>
</tr>
<tr>
<td></td>
<td>Team B</td>
<td>Home</td>
</tr>
<tr>
<td>2</td>
<td>Team A</td>
<td>Home</td>
</tr>
<tr>
<td></td>
<td>Team B</td>
<td>Campus</td>
</tr>
<tr>
<td>3</td>
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<td>Campus</td>
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<tr>
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<td>Home</td>
</tr>
<tr>
<td>4</td>
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<td>Home</td>
</tr>
<tr>
<td></td>
<td>Team B</td>
<td>Campus</td>
</tr>
</tbody>
</table>

Due to the nature and differences of each department’s work, the schedule above may not apply to every department. Questions should be directed to your supervisor.

- Employees not available to work on a particular day for any reason, whether working from home or on campus, must utilize leave time (sick, vacation, etc.). If you have no available paid leave balances, your leave will be processed as leave without pay. Supplemental Paid Sick Leave time will be processed by Human Resources, as applicable, and may be utilized prior to the use of employees leave balances.

- In addition to outside seating areas (picnic tables and benches), where needed, employees will be provided with alternate rest and lunch break areas in a classroom where social distancing is possible. Please check with your supervisor for available alternate break location, as applicable.

These steps are in place for your health and safety.

We have a responsibility to inform any and all employees who have been exposed to another employee or visitor who has become ill.

Employees will be assigned to a specific team for the duration of the modified work schedule.

Once assigned, you will not be allowed to modify your schedules.
EMPLOYEE RESPONSIBILITIES

Adherence to the following guidelines will assure the ongoing safety and health of everyone in our college community. Each and every MSJC employee is expected to:

**View/Read:** Prior to reporting to campus for the first time, read this Returning to Campus Guide and view the training videos assigned to you via Keenan Safe Schools. **IMPORTANT:** This training is required!

**Self-Check:** You must self-check daily for symptoms using the checklist found online here. This is to be done each day prior to reporting to work. You must not report to work if you are not cleared by the self-check form and must contact Human Resources as soon as possible. Employees experiencing illness will utilize any applicable COVID-19 Supplemental Paid Sick Leave time and/or their available leave balances. If symptoms appear during the course of a campus workday, you will notify Human Resources and return home immediately. Always keep Human Resources informed and complete the appropriate leave paperwork in a timely manner. This expectation applies whether you are working from home or on campus! Remember, you are being paid to work your full schedule. If you are not available to do so, you must take leave time.

**Communicate:** If you, or a member of your household, has close contact with someone with COVID-19 or experiencing symptoms of COVID-19, see the procedures on page 7.

**Social Distance:** Maintain social distancing practices of at least 6 feet apart in the workplace.

**Practice Safety:** Follow disinfecting product instructions when cleaning your work areas. Safety Data Sheet (SDS) are included at the end of this Guide and online training is available to all MSJC employees. For training, please coordinate with your supervisor.

**Hand Wash Frequently:** Wash your hands frequently (at least once every few hours) and/or use hand sanitizer.

**Cover:** Cover your nose and mouth when sneezing or coughing, and wash hands afterwards.

**Be Aware:** Avoid touching your face, eyes, and mouth with hands.

**Face Covering:** Wear a face covering if you are in an area with public interaction, where you cannot socially distance, if you are in a common/shared workspace, when entering or existing campus, and when leaving your desk if you are in an office or solo workspace and have removed it. Any area where social distancing might be questionable or that is a shared workspace should involve the use of a face covering. **When in doubt – wear your face covering!** See the CDPH full guidance on face coverings on page 16 of this Guide.

**No Physical Contact:** Do not shake hands or hug. Close contact spreads the virus.

**Avoid Sharing:** Avoid using other employees’ phones, desks, offices or other work tools and equipment, whenever possible. If spaces are shared, clean thoroughly between use and/or shifts.

**Express Concerns:** Talk to your manager and Human Resources if you have concerns specific to your circumstances, such as a health condition that may place you or someone in your household at high risk.

**Follow:** Follow all District policies and practices for the safety and health of everyone on campus.

**Ask Questions:** Ask questions to assure you understand what is expected of you. Reach out to your supervisor if you cannot find an answer after reviewing the Frequently Asked Questions in this guide.

**Be Responsive:** If HR must reach out to you regarding COVID-19 related issues (exposure, leave, etc.) respond as soon as possible. There are State mandating reporting requirements that the District is required to adhere to.

*Your quick reply is necessary to meet these critical deadlines!*
Daily COVID-19 Self-Check

The current Employee Daily COVID-19 Self Check may be found online, here.

You may also go to: MSJC.edu, click on Departments/Human Resources, then click Daily COVID-19 Self Check under the heading, Resources.

Once the form has been submitted you will receive a status message stating whether you have been approved to come to campus or not. Should you not be approved, please reach out to HR immediately for further direction.
COVID-19 Leave Guidance

Employees MUST REPORT COVID-19 symptoms or positive test results to Human Resources within 24 hours

Have you been in close contact with a COVID-19 positive person in the last 14 days?

If No, leave is NOT needed.

Are you symptomatic?

Have your received test results?

Positive

Symptomatic Positive
Placed on leave for 10 calendar days beginning with date of notification

Symptomatic Untested
Placed on leave for 10 calendar days beginning with date of notification

Symptomatic Negative
Placed on leave for 10 calendar days beginning with date of notification

Asymptomatic Positive
Placed on leave for 10 calendar days beginning with date of positive test

Asymptomatic Negative or Untested
Placed on leave for 14 days from the date of exposure. If the date of exposure is not indicated, then leave begins on the date of notification

Updated 1/26/2021
In the event of a report of a Coronavirus case, Quarantine or Self-Quarantine, please follow the steps below.

**Non-Industrial Case (Exposure outside of work)**

1. If an exposed employee reports to work site:
   a. Ask employee to move to an isolated area if they are having symptoms or if they state they have been exposed to the virus or have traveled to areas where the exposure is high.
   b. Inform HR (NPina@msjc.edu) and Risk Management immediately!
   c. Request the following information from employee, if possible:
      i. Employee Name, Employee Contact information (phone number, email), Employee ID Number, Department they work in, Supervisor Name, Campus location, and Building and Room Number. Also ask the employee for the last day they were at work (WFH or on campus), how they were exposed, and if they are showing any symptoms.

2. If an exposed employee calls manager, Human Resources or Risk Management:
   a. Request the following information, if possible:
      i. Employee Name, Employee Contact information (phone number, email), Employee ID Number, Department they work in, Supervisor Name, Campus location, and Building and Room Number. Also ask the employee for the last day they were at work (WFH or on campus), how they were exposed, and if they are showing any symptoms.

3. Human Resources and Risk Management will work with the Health Center Associate Dean to report all staff non-industrial incidents to the County Department of Public Health.

4. Human Resources, Risk Management, and Health Center Associate Dean will report all employee non-industrial incidents to Executive Cabinet and Risk Management.

5. If an employee tests positive for Coronavirus and has been on campus, per DFEH and Cal/OSHA, Human Resources must notify any employees that may have had CDC defined *close contact* with the COVID-positive employee of the potential exposure.

6. Human Resources, Risk Management, and Health Center will also notify the Maintenance and Operations (M&O) department of any room/rooms that the exposed person visited so they can be disinfected.

7. Human Resources will work with the employee and employee’s supervisor for applicable leave of absences.

8. Supervisors must practice confidentiality guided by HIPPA regulations for themselves and staff to keep potential cases confidential.

9. Any calls from the Media should be directed to Karin Marriott, Public Information Officer.
Industrial Case (exposure at work)

1. If an exposed employee reports to work site:
   a. Ask employee to move to an isolated area if they are having symptoms or if they state they have been exposed to the virus or have traveled to areas where the exposure is high.
   b. Any employees that are exposed while working will immediately notify their supervisor, Human Resources, and Risk Management to report their exposure.

2. Risk Management will work with Health Center Associate Dean, and Human Resources to report any employee industrial incidents to the Department of Public Health and to Cal/OSHA (via form 300) if the case is found to be industrial.

3. If an employee tests positive for Coronavirus and has been on campus, per DFEH and Cal/OSHA, Human Resources must notify any employees that may have had CDC defined close contact with the COVID-positive employee of the potential exposure.

4. Risk Management, Human Resources, and Health Center will also notify the Maintenance & Operations (M&O) department of any room/rooms that the exposed person visited so they can be disinfected.

5. The Health Center Associate Dean will notify Executive Cabinet of potential cases/exposure.

6. Risk Management will provide employee with information regarding an industrial illness/injury and Human Resources will work with employee and employee’s supervisor regarding applicable leave of absences.

7. Supervisors must practice confidentiality guided by HIPPA regulations for themselves and staff to keep potential or positive cases confidential.

8. Any calls from the Media should be directed to Karin Marriott.

Note: Per Cal/OSHA, the employer is required to investigate whether a COVID-19 case is work-related by performing the following steps:

1) Ask the employee how they believe they contracted the illness
2) Discuss with the employee, while respecting privacy concerns, the activities both inside and outside of work that may have led to the illness
3) Review the employee’s work environment for potential COVID-19 exposure.
4) Review the employee’s work environment for potential COVID-19 hazards.

Important MSJC Contacts

<table>
<thead>
<tr>
<th>Chief Human Resources Officer</th>
<th>Associate Dean of Health Services</th>
<th>Director of Risk Management and Interim Director of Human Resources</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeannine Stokes</td>
<td>Lisa McAllister, DHA, MSN, RN</td>
<td>Ann Jensen</td>
</tr>
<tr>
<td><a href="mailto:jstokes@msjc.edu">jstokes@msjc.edu</a></td>
<td><a href="mailto:lmcallister@msjc.edu">lmcallister@msjc.edu</a></td>
<td><a href="mailto:ajensen@msjc.edu">ajensen@msjc.edu</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Risk Management Coordinator</th>
<th>Public Information Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nicole Piña</td>
<td>Karin Marriott</td>
</tr>
<tr>
<td><a href="mailto:npina@msjc.edu">npina@msjc.edu</a></td>
<td><a href="mailto:kmarriott@msjc.edu">kmarriott@msjc.edu</a></td>
</tr>
</tbody>
</table>
COVID-19 RIVERSIDE COUNTY TESTING LOCATIONS

SEARCH FOR A TESTING LOCATION NEAR YOU HERE.

Scroll down to “Find A Location” to search by your zip code. Locations are updated frequently, so the information below may not be the most current. Click the link above to search in your area.
COVID-19 RIVERSIDE COUNTY VACCINATION CLINIC LOCATIONS

Please go to the Riverside County Public Health website here to search and register for a vaccine location in the county. Per the CDC, the COVID-19 vaccine is highly effective at preventing COVID-19. Vaccines are safe, effective, and reduce your risk of serious illness. See more information about the three different vaccines available currently, on the CDC website here.

Protect Against COVID-19.

Safe and effective COVID-19 vaccines are available for free for everyone living in the United States.

Get Vaccinated:
cdc.gov/coronavirus/vaccines

Frequently asked questions regarding the vaccine may be found here.
FREQUENTLY ASKED QUESTIONS

What are the symptoms of COVID-19?

People with COVID-19 have had a wide range of symptoms reported - ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with the following symptoms may have COVID-19:

- Shortness of breath or difficulty breathing
- Fever (of 100.4 or above) or chills
- Headache
- Congestion or runny nose
- Gastrointestinal symptoms like nausea, vomiting, or diarrhea.
- Muscle pain
- Sore throat
- Loss of taste or smell

For more information, click here.

What is meant by “close contact” related to COVID-19 exposure?

Close contact is defined by the CDC as:

- Spending at least 15 minutes or more in close proximity (less than 6 feet) of a person who is COVID-19 positive. **This 15 minute time frame is defined as a combined 15 minutes over a 24 hour period.**
- Providing at-home care to someone who is currently sick with COVID-19.
- Direct physical contact with the COVID-19 positive person (e.g., hugged or kissed them).
- Sharing eating or drinking utensils with the COVID-19 positive person.
- The COVID-19 positive person sneezed, coughed, or somehow got respiratory droplets on you.
- An infected person can spread COVID-19 starting from 48 hours (or 2 days) before the person has any symptoms or tests positive for COVID-19.

For more information, click here.

When should I get tested for COVID-19?

See the CDPH guidance on page 15 and the CDPH website here.

How and where can I get a vaccination for COVID-19?

See the Riverside County Office of Public Health’s vaccination website here.
How is COVID-19 spread?

The virus is thought to spread mainly from person-to-person.

- Between people who are in close contact with one another (within 6 feet).
- Through respiratory droplets produced when an infected person coughs, sneezes, or talks.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
- COVID-19 may be spread by people who are not showing symptoms.
- From touching surfaces or objects. It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes. This is not thought to be the main way the virus spreads, but we are still learning more about this virus.

For more information, click here.

How long do I need to wash my hands?

Per the CDC, wash your hands frequently.

Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Additionally, avoid touching your eyes, nose, and mouth with unwashed hands.

For more information, click here.

What do I do if I am feeling sick and think I may have COVID-19 or if I have been exposed to COVID-19?

Communicate with Human Resources and follow the guidelines from your healthcare provider as well as this Guide.

Guidelines related to exposure can also be found on the CDC website here. Additional guidance from the CDPH website may be found here.

Employees must also follow the Coronavirus Reporting Procedures in the Procedures Section.
IMPORTANT NOTE ABOUT FACE COVERINGS AND WARMER TEMPERATURES:

Take care to consume more water so that you do not get dehydrated and overheat. The CDC recommends using face coverings made from 100% cotton as they are more breathable. Face coverings should fit snug on your face, but not so tight that they interfere with your breathing.
Guidelines for the Use of Face Coverings UPDATED BY THE CDPH ON 11/16/20.

The following guidance supersedes face coverings guidance released on June 18, 2020. This updated guidance mandates that a face covering is required at all times when outside of the home, with some exceptions.

People in California must wear face coverings when they are outside of the home, unless one of the exemptions below applies.

Individuals are exempt from wearing face coverings in the following specific settings:
- Persons in a car alone or solely with members of their own household.
- Persons who are working in an office or in a room alone.
- Persons who are actively eating or drinking provided that they are able to maintain a distance of at least six feet away from persons who are not members of the same household or residence.
- Persons who are outdoors and maintaining at least 6 feet of social distancing from others not in their household. Such persons must have a face covering with them at all times and must put it on if they are within 6 feet of others who are not in their household.
- Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service.
- Workers who are required to wear respiratory protection.
- Persons who are specifically exempted from wearing face coverings by other CDPH guidance.

The following individuals are exempt from wearing face coverings at all times:
- Persons younger than two years old. These very young children must not wear a face covering because of the risk of suffocation.
- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance. Such conditions are rare.
- Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines.

Note: Persons exempted from wearing a face covering due to a medical condition who are employed in a job involving regular contact with others must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.

CURRENT GUIDANCE REGARDING FACE COVERINGS CAN BE FOUND AT THE CDPH HERE.

YOUR COOPERATION WITH KEEPING OUR WORKPLACE HEALTHY AND SAFE IS ESSENTIAL.
COVID-19 TESTING GUIDELINES

DO I NEED TO GET TESTED FOR COVID-19?

Are you experiencing:
Fever, Coughing or Shortness of Breath?

Call your physician

Doctor advises you to come in

Specimen is collected via swab and sent to lab to be tested

Doctor will provide you with test results

Doctor identifies mild symptoms and advises home isolation

Isolate / Stay at home

You didn’t get an immediate response, and you’re experiencing severe symptoms?

Go to your local urgent care/ER or call 9-1-1

MORE INFORMATION - Follow the California Department of Public Health:
@capublichealth and www.cdph.ca.gov/covid19
Help prevent the spread of respiratory diseases like COVID-19.

Stay at least 6 feet (about 2 arm lengths) from other people.

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

When in public, wear a mask over your nose and mouth.

Do not touch 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.
STEPS FOR HANDWASHING

Stop the spread of germs and keep yourself and others from getting sick.

1. Wet your hands with warm water.

2. Lather up with soap. Soap gets rid of the oil that helps germs stick to your hands.

3. Rub and scrub your hands together for at least 20 seconds. Strongly rub and scrub your wrists, palms, between fingers, under your nails, and the backs of your hands. The soap and scrubbing action will loosen the germs off your hands.

4. Rinse your hands thoroughly with warm, running water.

5. Dry your hands completely with a clean towel or paper towel. Use the towel to turn off the faucet when you’re finished drying your hands. Throw the paper towel away.

If soap and water aren’t available, use an alcohol-based hand sanitizer. Alcohol-based hand sanitizers can usually be found as a gel or wipes. Make sure the product is at least 60 percent alcohol.

**To use an alcohol-based hand sanitizer:**
- Rub the gel or wipe all over both hands.
- Rub hands together for 30 seconds until they feel dry.
SAFETY DATA SHEET

PURELL® Hand Sanitizing Wipes

SECTION 1. IDENTIFICATION

Product name : PURELL® Hand Sanitizing Wipes

Manufacturer or supplier’s details
Company name of supplier : GOJO Industries, Inc.
Address : One GOJO Plaza, Suite 500
          Akron OH 44311
Telephone : 1 (330) 255-6000
Emergency telephone : 1-800-424-9300 CHEMTREC

Recommended use of the chemical and restrictions on use
Recommended use : Hand Sanitizer
Restrictions on use : This is a personal care or cosmetic product that is safe for consumers and other users under normal and reasonably foreseeable use. Cosmetics and consumer products, specifically defined by regulations around the world, are exempt from the requirement of an SDS for the consumer. While this material is not considered hazardous, this SDS contains valuable information critical to the safe handling and proper use of the product for industrial workplace conditions as well as unusual and unintended exposures such as large spills. This SDS should be retained and available for employees and other users of this product. For specific intended-use guidance, please refer to the information provided on the package or instruction sheet.

SECTION 2. HAZARDS IDENTIFICATION

GHS Classification
Flammable liquids : Category 3
Eye irritation : Category 2A

GHS Label element
Hazard pictograms :

Signal Word : Warning
Hazard Statements : H226 Flammable liquid and vapor.
                  H319 Causes serious eye irritation.
1. Identification

Product identifier: Spray Instant Hand Sanitizer TF

Other means of identification:
- SDS number: 16SAM03084A
- Product code: HIL00422
- Recommended use: Instant Hand Sanitizer
- Recommended restrictions: For Labeled Use Only

This is a personal care or cosmetic product that is safe for consumers and other users under normal and reasonably foreseeable use. Cosmetics and consumer products, specifically defined by regulations around the world, are exempt from the requirement of an SDS for the consumer.

Manufacturer/Importer/Supplier/Distributor information

Manufacturer

Company name: HILLYARD INDUSTRIES
Address: 302 North Fourth St.
St. Joseph, MO 64501

Contact person: Regulatory Affairs
Telephone number: (816) 233-1321 (Ext. 8285)
Fax: (816) 383-8485
E-mail: regulatoryaffairs@hillyard.com
Emergency telephone #: (800) 424-9300

(Only in the event of chemical emergency involving a spill, leak, fire, exposure or accident involving chemicals)

2. Hazard(s) identification

Physical hazards: Flammable liquids Category 2
Health hazards: Serious eye damage/eye irritation Category 2A
Environmental hazards: Not classified.
OSHA defined hazards: Not classified.

Label elements

Signal word: Danger
Hazard statement: Highly flammable liquid and vapor. Causes serious eye irritation.
Precautionary statement

Prevention: Keep away from heat/sparks/open flames/hot surfaces. - No smoking. Keep container tightly closed. Ground/bond container and receiving equipment. Use explosion-proof electrical/ventilating/lighting equipment. Use only non-sparking tools. Take precautionary measures against static discharge.

Response: If in eyes: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing. If eye irritation persists: Get medical advice/attention. In case of fire: Use appropriate media to extinguish.

Storage: Store in a well-ventilated place. Keep cool.
Re-Juv-Nal®

A phosphate-free, pH neutral formulation designed to provide effective cleaning, deodorizing, and disinfection where housekeeping is of prime importance in controlling cross-contamination from treated surfaces.
- Disinfectant/detergent cleaner with neutral pH.
- Leaves a pleasant scent.
- EPA registered disinfectant.

Technical Specifications

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<tr>
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<tr>
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<tr>
<td>Color</td>
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<td>Scent</td>
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<tr>
<td>Non Volatile Matter</td>
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<tr>
<td>EPA Registration No.</td>
<td>EPA Reg. No. 1839-169-1658</td>
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Safety

See material safety data sheet and product for safety information, handling and proper use.

HMIS (Concentrate/RTU)

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<tr>
<td>Reactivity</td>
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</tbody>
</table>

Availability

- HIL0081625 4 - 2.5 Liter Containers
- HIL0081689 72 - 1 oz. Packets
- HIL0081694 36 - 4 oz. Packets

Directions

It is a violation of Federal Law to use this product in a manner inconsistent with its labeling. This product is not for use on critical and semi-critical medical device surfaces.

DISINFECTION - To disinfect inanimate, hard non-porous surfaces, add 2 ounces of Re-Juv-Nal per gallon of water. Apply solution with a mop, cloth, sponge, hand pump trigger sprayer or low pressure coarse sprayer so as to wet all surfaces thoroughly. Allow to remain wet for 10 minutes, then remove excess liquid. For sprayer applications, spray 6-8 inches from surface, rub with brush, sponge or cloth. Do not breathe spray mist. For heavily soiled areas, a pre-cleaning step is required.

BACTERICIDAL STABILITY OF USE-SOLUTION: Tests confirm that Re-Juv-Nal when diluted in hard water up to 400 ppm (as CaCO3) remains effective against Pseudomonas aeruginosa, Staphylococcus aureus and Salmonella (choleraesuis) enterica for up to 1 month when stored in a sealed container such as a spray bottle at room temperature. If Re-Juv-Nal becomes visibly dirty or contaminated, the use-solution must be discarded and fresh use-solution prepared. Always use clean, properly labeled containers when diluting Re-Juv-Nal. Bactericidal stability of the use-
SAFETY DATA SHEET

1. Identification
Product identifier: QT 3
Other means of identification:
   SDS number: 584N-167A
   Product code: HIL00843
   Product registration number: 6836-349-1658
Recommended use: Disinfectant/Cleaner
Recommended restrictions: For Labeled Use Only
Manufacturer/Importer/Supplier/Distributor information:
Manufacturer:
   Company name: HILLYARD INDUSTRIES
   Address:
      302 North Fourth St.
      St. Joseph, MO 64501
Contact person:
   Regulatory Affairs
Telephone number:
   (816) 233-1321 (Ext. 8285)
Fax:
   (816) 383-8485
E-mail:
   regulatoryaffairs@hillyard.com
Emergency telephone #:
   (800) 424-9300
(Only in the event of chemical emergency involving a spill, leak, fire, exposure or accident involving chemicals)

2. Hazard(s) identification
Physical hazards:
   Flammable liquids
   Corrosive to metals
   Acute toxicity, oral
   Skin corrosion/irritation
   Serious eye damage/eye irritation
Health hazards:
   Category 4
   Category 1
   Category 4
   Category 1C
   Category 1
Environmental hazards:
   Hazardous to the aquatic environment, acute hazard
   Hazardous to the aquatic environment, long-term hazard
   Category 2
   Category 2
OSHA defined hazards:
   Not classified.
Label elements:
   Signal word:
      Danger
   Hazard statement:
      Combustible liquid. May be corrosive to metals. Harmful if swallowed. Causes severe skin burns and eye damage. Causes serious eye damage. Toxic to aquatic life. Toxic to aquatic life with long lasting effects.