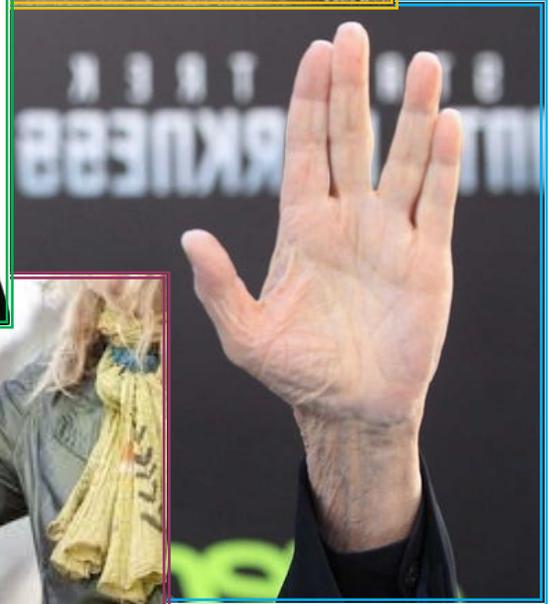


# TOWN OF PALM BEACH SPECIAL EMPLOYEE NOTICE

## PREVENTION IS KEY!

Continue to practice all germ spread prevention actions possible including:

- ⇒ Routine cleaning of your workspace (workstation, counter, doorknobs, phones and similar).
- ⇒ Properly washing hands with soap and water, or with 60% alcohol or greater hand sanitizer if washing is not available.
- ⇒ Maintain safe social distance, refrain from handshakes, and arrange video or phone conferences in lieu of in person meetings.



Running out of soap, hand sanitizer or other items to clean your work station?

Check with your supervisor to request refills.