## (Type on your company letterhead)

Date

at www.cdc.gov.

## NOTICE OF POTENTIAL WORKPLACE EXPOSURE TO COVID-19

To All Subcontractors on XYZ Co., Inc.'s Jobsite:	
XYZ Co., Inc. ("XYZ") has been notified that an individual infected with COVID-19 was present at the jobsite. Therefore, your employees may have been exposed to this virus. This person was last present at the jobsite on	<b>;</b>
Attached is a copy of the Disinfection Protocols and Safety Plan XYZ intends to implement complete per the guidelines of the federal Centers for Disease Control ("CDC").	and
According to the CDC, the COVID-19 virus is thought to spread mainly between people who in close or "direct" contact with one another through respiratory droplets produced when an infected person coughs or sneezes. Close or direct contact is generally intended to mean wit about 6 feet for a period of 15 consecutive minutes or more with the subject employee.	
For more information on COVID-19, including symptoms and treatment, visit the CDC web	site