To All MDOT SHA Staff and Onsite Consultants:

As a result of observations made by the Office of Homeland Security & Occupational Safety (OHSOS) Team, the following is effective immediately across MDOT SHA:

- 1. No more than two people should occupy a MDOT SHA elevator at any site unless there is a clear emergency where elevator use is appropriate. When two people are on an elevator, they should position themselves to be as far as possible away from each other.
- 2. When entering buildings through single or double doors, only one person should pass through the doorway at the same time, a minimum of six (6) feet should be maintained between people in this case as well.
- 3. People should not pass between a screener and the person being screened at any site.
- 4. Whether wearing a mask or not, social distancing still applies to our workplace in the vast majority of daily activity.

Thanks, Darien

Darien L. Manley, Director

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