



LONGVIEW

TEMPERATURE SCREENING

April 2020

SCREENING BASICS - WHAT

- Screening will require 2 steps:
- Questionnaire
 - Employees will answer questions verbally
 - Questions will be posted outside of tent
 - If yes to any questions, they will be sent home and contacted by HR or Medical Center for next steps
 - Contractors, Suppliers, Visitors will fill out paper form
 - If answer is no to all questions, then a non-contact thermal scan is performed
- Non-contact thermal scan
 - If under 100.4F, then cleared to enter mill
 - If equal to or above 100.4F, individual will be sent for second scan
 - If second scan is equal to or above 100.4F, they will be sent home and contacted by HR or Medical Center for next steps

SCREENING BASICS – WHO & WHEN

- Start day of Thursday April 16th
- Employees
 - Monday, Tuesday, Thursday, Saturday
 - 5:30am till 9am
- Contractors, Suppliers and Visitors
 - Every day/ 24 hrs per day
 - 9am till 6pm at contractor lot
 - 6pm till 5:30am at main gate

SCREENING BASICS - WHERE

- Contractor lot – employees and contractors
 - Employees will enter thru the contractor lot for screening
 - Four (4) drive up test stations (individuals remain in vehicle)
 - One (1) retest station (individuals remain in vehicle)
- Main Gate – suppliers, visitors
 - Walk up station
- Note:
 - Refrain from wearing hats or other headwear entering the mill for testing as headwear may cause inaccurate temperature readings.
 - If possible, refrain from taking Acetaminophen (Tylenol) and/or Ibuprofen (Advil / Motrin) within four (4) hours prior to entering the mill, as it may cause inaccurate temperature readings.
 - If anyone refuses to answer the questionnaire or submit to the thermal scan they will be refused access to the mill site.

QUESTIONNAIRE

- **Have you visited a CDC Level 3 Country within the last 14 days?** (Currently: Australia, Austria, Belgium, China, Czechia, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Iran, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Malta, Netherlands, Norway, Poland, Portugal, Slovenia, Spain, Sweden, Switzerland, United Kingdom)
 Yes No
- **Have you had direct contact with someone who visited these locations over the past 14 days?**
 Yes No
- **Have you come into direct contact with someone who is awaiting test results, or has a suspected or confirmed case of COVID-19?**
 Yes No
- **Are you experiencing any of the following symptoms: fever, coughing, shortness of breath or trouble breathing, persistent pain or pressure in chest?**
 Yes No

MILL MAP

1. Contractor Lot

Main entrance for employees and contractors

2. Main Gate

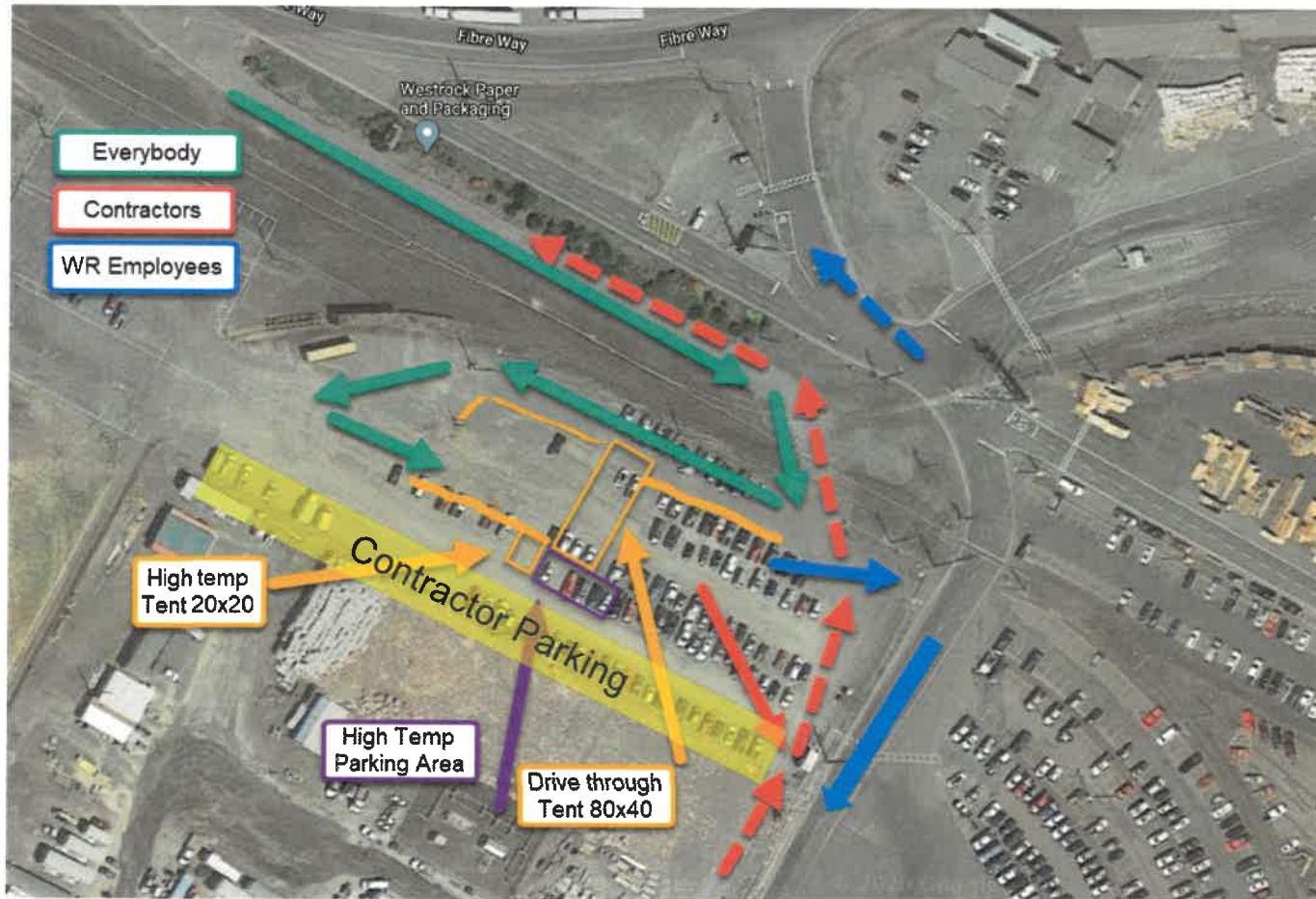
Right lane will be blocked

Left lane for visitor/supplier access

3. Fibre way access to east parking will be blocked



CONTRACTOR MAP



CONTRACTOR LOT

- Enter from Fibre Way
- Use one of the four (4) primary screening stations
 - Roll down window half-way
 - Remember to keep nose and mouth covered by the window
 - Provide new Company issued card to screener. If you do not have card, provide last name.
 - Provide answers to the questionnaire
 - Submit to non-contact thermal scan
- One (1) retest station
 - If equal to or above 100.4F, you will be directed here for retest
 - Remain in vehicle
- If cleared, exit through the south gate to access mill parking lots
- Contractors will park along fence with overflow into the main parking lot.