

TURTLE MOUNTAIN BAND OF CHIPPEWA INDIANS

TERO

PHONE 701-477-2662

FAX 701-477-5134

PHONE 701-477-2663

October 7, 2020

Elaine Nadeau

COVID-19 Protocol

HR. Director

Turtle Mountain Tribe

Belcourt, N.D. 58316

Dear Elaine;

Enclose is the TERO staff protocol during working hours, 8:00am. to 4:30pm.

1. Try to wear a face mask at all times, especially when clients come into the TERO office inquiring for work or business necessity.
2. Try and cleanse yours hand often with hand sanitizer.
3. Have all individual clients take their temperature in the lobby before entering into the TERO office. (security should be addressing this issue.)
4. Have a sign at the doorway to inform clients that they must wear a face mask before entering. (this includes tribal employees.)
5. Have sign stating **KNOCK BEFORE ENTERING.**
6. Spray the office twice a day with Disinfection Spray.
7. If TERO employee has COVID-19 symptoms, stay home.

Sincerely;


Jim Parisien