



DAYTON T. BROWN, INC.

## COVID-19 General Preparedness

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Dayton T. Brown, Inc. is here to help our employees and customers to get through anything—and the coronavirus is no exception. That's why we're rapidly adapting how we operate so our employees, their families and our customers can stay safe. We are closely monitoring the county, state and federal directives and sources of information. We will continue to seek guidance from public health officials and government agencies.

Currently we have asked that any employee that can work from home, do so. We have quickly and efficiently transitioned a portion our workforce to work from their homes. Our sophisticated tools and technologies enable our employees to work remotely, without disruption, to fully serve the needs of our customers. Those employees who are here at the facility are essential to continuing our operations. Those employees that remain here are taking all precautions to remain healthy –

- ✓ Social distancing
- ✓ Washing hands – 20 seconds or more – frequently
- ✓ Hand sanitizers are placed throughout the facility
- ✓ No handshaking
- ✓ Cleaning of high-touch areas at least twice a day

Dayton T. Brown, Inc.'s focus remains on protecting the health and wellbeing of our employees, families, and customers as well as to ensure our ability to continue business operations. Each of our Divisions will be here, and open to meet the needs of our customers: Our Bohemia testing lab remains fully operational and we have availability in some of our highest demand facilities due to travel restrictions. We have also made arrangements to provide remote monitoring for customers during this time. Please reach out to your DTB salesperson / engineer via email or to [test@dtb.com](mailto:test@dtb.com) as some of our staff are working remote.

The Technical Services Division is fully operational in a virtual environment to support all of our current programs and to assist with surge Technical Publications or Logistics if the need arises. Please reach out to your DTB salesperson / project manager or email [tech@dtb.com](mailto:tech@dtb.com).

Mission Systems in Hollywood Maryland is operating at full capacity for now but all office and program management staff is teleworking extensively. We are limiting face to face meetings as well. Best way to reach us it to contact your Program Lead via email or call the office at 240-490-2499 and leave a message.

We will provide ongoing updates as this is an unfolding and ever changing situation.



DAYTON T. BROWN, INC.

## **Modified Travel Restrictions for Visitors and DTB Employees Due to Coronavirus (COVID-19) Effective April 1, 2021**

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**Effective immediately, the following procedures will be required for visitors to DTB based on guidance from the Center for Disease Controls (CDC) and NY State Guidelines for domestic and foreign travel.**

1. All visitors are required to follow NYS COVID-19 Travel Advisory requirements and guidelines provided by the CDC.
2. All visitors to DTB will be required to fill out a COVID-19 screening form before entering the facility.
3. Testing or quarantine requirements will only apply to visitors that have had international travel within the past 14 days, with the exception of travel from Canada crossing at land borders. However, irrespective of quarantine in accordance with NYS regulations, all travelers must:
  - Monitor symptoms daily from day of arrival in New York through day 14;
  - Continue strict adherence to all recommended non-pharmaceutical interventions, including hand hygiene and the use of face coverings, through Day 14 (even if fully vaccinated); and
  - Must immediately self-isolate if any symptoms develop and contact the local public health authority or their healthcare provider to report this change in clinical status and determine if they should seek testing.
4. All international travelers must quarantine in accordance with NYS regulations, with the exception of travel from Canada crossing at land borders. There are currently no NYS or CDC exemptions for essential business.



**COVID-19: Screening Checklist for Visitors**  
**ALL visitors entering the building must be asked the following questions:**

Name of Visitor (Print Name)	
Name of Company (Print)	
Phone Number	
DTB Point of Contact	

1. **Have you or someone in close contact experienced any cold or flu-like symptoms in the last 14 days (to include fever, cough, sore throat, respiratory illness, difficulty breathing?)**  
 Yes    No

2. **Have you traveled from outside the United States?**  
 Yes    No   **If yes which country?** \_\_\_\_\_

**International travelers** must either quarantine for 7 days with a test 3-5 days after travel, or quarantine for the full 10 days without a test. This requirement applies to all international travelers whether they were tested before boarding, are recovered from a previous COVID infection, or are fully vaccinated.

Current CDC guidance requires air passengers traveling to the U.S. from another country show either documentation of having recovered from COVID-19 within in the previous 3 months or a negative test result from no more than 3 days prior to day of travel to the airline before boarding the flight. This applies to both U.S. residents and visitors from other countries. (Documentation of vaccination status or antibody test results will not be accepted as proof of COVID status prior to boarding, per CDC guidance).

If you or someone you are in close contact with are experiencing symptoms of COVID-19; you may not enter DTB's facility until you have self-quarantined for 10 days and provide a negative test result.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Filled out by Security**

**Access to Facility: Approved:** \_\_\_\_\_ **Denied:** \_\_\_\_\_  
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