

DECEMBER 2021

RE: COVID-19 UPDATES

To: All Roper Pump & Hansen Technologies Company Employees

The CDC has recently updated their guidance for isolation and quarantine periods for the general population. Therefore, we are making the following update to our pandemic policy which will be effective Thursday December 30th until further notice:

1. MASKS: Masks are to be worn by all vaccinated and unvaccinated employees and visitors while in conference rooms, training rooms, shared office spaces, shared plant areas and when approached in your work area and social distancing is not possible.

- a. Masks should be worn properly as intended and not under the nose or around the chin, negating the protective measures of wearing the mask. Please see below for the correct way to wear a mask.

Employees found not following our mask policy are subject to disciplinary actions up to and including termination.



- b. Roper Pump Company and Hansen Technologies will continue to provide masks to employees. Employees may contact their supervisor or Human Resources if they need additional masks. Disposable and cloth masks are available for employee use.
2. CLOSE CONTACT- ISOLATION/QUARANTINE: Close contact is defined as being within 6 feet of an unmasked COVID case for more than 15 minutes. If you have been in close contact with a known COVID case:

- a. Vaccinated employees: Unless symptomatic, you are not required to quarantine. Vaccinated employees are not required to test if there are no symptoms.
 - b. Unvaccinated employees: Immediately quarantine for 5 days. Unvaccinated employees will be required to be tested on day 5 before returning to work.
3. POSITIVE TEST: ISOLATION/QUARANTINE:
- a. Vaccinated employees: Immediately quarantine for 5 days. If no symptoms or symptoms are resolving after 5 days and no fever, you may return to work.
 - b. Unvaccinated employees: Immediately quarantine for 5 days. If no symptoms or symptoms are resolving after 5 days and no fever, you may return to work.

We will continue to adjust our COVID-19 policies based on the CDC's guidance.

The best way to prevent severe illness, hospitalizations, and death as well as keep your family members and fellow employees safe is to get vaccinated.

What additional steps you can take:

- **Stay at home, if you are sick:** If you or a family member become ill and start to show the following symptoms, do not come to work: Fever, Cough, and Shortness of Breath. If you or a family member continue to have these symptoms and remain undiagnosed, do not come to work. Work with your manager and Human Resources to review options as well as documentation needed for approved time off.
- **Avoid close contact with people who are sick.**
- **Avoid touching your eyes, nose, and mouth.**
- **Cover your cough or sneeze with a tissue, then throw the tissue in the trash.**
- **Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.**

You may review more information regarding the COVID-19 virus on the CDC website:

<https://www.cdc.gov/media/releases/2021/s1227-isolation-quarantine-guidance.html>

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