

## Sharpnack Statement on Coronavirus

As we continue to monitor developments regarding the Coronavirus, the health and safety of customers, staff, and visitors at Sharpnack Auto Group is our top priority. It is important to note, there are NO known cases of Coronavirus on Sharpnack campus at this time.

However, following Governor DeWine's recommendations, given the proximity of confirmed cases in Cuyahoga County, and in an abundance of care for everyone who works here or visits our dealership, we have begun implementing enhanced environmental cleaning throughout our properties, which include:

- Employees coming in contact with customer vehicles must use dealership provided sanitizer wipes to clean door handles, steering wheel, gear shifter, key/key remote, both before and after being in the vehicle for appraisals or servicing the vehicle.

\*Additional cleaning of all frequently touched countertops, handrails, doorknobs, drinking fountains, and elevator buttons, throughout the day.

- Use of cleaning agents which have appropriate disinfecting quantities will be used at every touch point (all cleaning agents are used according to directions provided by the manufacturer).

• We have added sanitizer throughout the Dealership. Please notify a supervisor if supply runs low. Note that the CDC (Centers for Disease Control and Prevention) stated this weekend that the "current risk to the American public is low." As such, we intend to remain open to service our customers and our community. This is a community-wide issue, but each of us can take action to protect not only ourselves, but those we come into contact with as well. We encourage everyone to follow these simple steps that not only help prevent the spread of the flu and the common cold, but also Coronavirus.

- Wash your hands often with soap and water or use alcohol-based sanitizer when you are unable to wash.
- Avoid touching your eyes, nose, and mouth.
- Avoid contact with sick people and stay home if you are sick.
- Cover your mouth and nose with a tissue (discarded in the trash after use) or elbow when coughing or sneezing.

If you believe that you came into contact with someone that is suspected/being tested for the coronavirus please notify your supervisor. Additionally, if you are not feeling well and are unable to attend work please contact your supervisor or office manager. Contact your medical care provider and follow their guidance. Prior to returning to work the dealership may require a full work release from your medical care provider. In the meantime we encourage you to do everything you can to stay healthy, including washing your hands frequently, getting enough sleep, and using appropriate sanitation procedures when you sneeze or cough.

We will remain vigilant and are prepared to make decisions based on current needs, as well as in response to changing conditions. We will base our decisions on sources such as the CDC and our state and local public health authorities. If further action or closure becomes necessary we will notify you immediately