

# JONES DAY CLEVELAND – VISITOR NOTICE

Updated as of January 25, 2022

Jones Day is committed to protecting the health and safety of its employees and the people with whom it does business. In light of this paramount concern, we have implemented a temporary visitor protocol, consistent with the requirements and best practices outlined by the U.S. Centers for Disease Control and Prevention (CDC). Please review this notice no earlier than 48 hours before your visit and, if appropriate, please reschedule your visit. Thank you for your cooperation.

1. If you are, or within the last 10 days were exhibiting signs of any of the following symptoms (not pre-existing symptoms or chronic conditions), then please reschedule your visit:
  - Fever (at or above 100.4° F or 38° C), chills or repeated shaking/shivering
  - Cough
  - Sore Throat
  - Shortness of breath, difficulty breathing
  - Feeling unusually weak or fatigued
  - Body aches/muscle pain, headache, diarrhea, nausea/vomiting, runny or congested nose; or
  - Loss of Taste/Smell
2. If you have been confirmed to have COVID-19 (or are awaiting test results), then please reschedule your visit until at least 24 hours have passed since recovery (no fever without the use of fever-reducing medications and improvement in respiratory symptoms) AND at least 10 days have passed since your positive test result.
3. If you are under isolation or quarantine orders, then please reschedule your visit for a time after such order has been lifted.
4. If you had close contact with anyone who is known to be infected with or suspected to have the COVID-19 virus within the last 10 days AND you are not up to date with your COVID-19 vaccines<sup>1</sup>, then please reschedule your visit.
5. If you are not up to date with your COVID-19 vaccines and have travelled domestically or internationally within the last five days, please reschedule your visit.
6. Individuals who have recovered from a documented COVID-19 infection within the past 90 days (regardless of vaccination status), do NOT need to quarantine after travel or a COVID-19 exposure, unless they develop new symptoms.

As an alternative to rescheduling your visit, depending on your specific circumstances, Jones Day may be able to arrange a remote business meeting. Please reach out to your Jones Day contact to confirm if this solution will work for you.

## PROTOCOLS FOR THE DAY OF YOUR VISIT

- Take your temperature and self-assess for signs or symptoms of COVID-19. If your temperature is at or above 100.4° F, or you are coughing or having trouble breathing, seek medical attention (if appropriate) and reschedule your visit.
- Bring and wear a mask. Our lawyers, staff and visitors are required to wear masks at all times, regardless of their vaccination statuses, unless they are working alone in a private office with the door closed, eating, or drinking. If you need a mask, please ask your Jones Day contact.
- Wash your hands frequently and use the hand sanitizer available in various locations throughout the Office.
- If you become ill during your visit, notify your Jones Day contact, leave the building immediately, and seek medical attention (if appropriate). Please notify your Jones Day contact if you are subsequently confirmed to have COVID-19.

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<sup>1</sup> Per the CDC, individuals are considered up to date on their vaccines when they have received all recommended COVID-19 vaccines, including any booster dose(s) when eligible.