INVENTORY MANAGEMENT TEAM

• Upon arrival, all volunteers will complete the COVID-19 Questionnaire. If anyone is unable to answer appropriately to all questions, they will be excused from inventory. These forms will be kept in a binder according to date. This will be required each time a volunteer enters the facility.

• All volunteers will wear non-medical masks. If volunteers have their own mask, they are welcome to wear it. Volunteers are welcome to use one from our supply as well. Please use the tongs provided to get the mask out of the box.

• All volunteers will hand sanitize at the door before entering.

• Gloves will be provided but not required.

• All volunteers will social distance.

• At the completion of inventory management, all tables and flat surfaces will be sanitized with Lysol wipes. All high touch areas will be sanitized.