

March 9, 2020

MEMORANDUM

TO: **All Guests and Students**
FROM: Dan O'Malley, General Manager
SUBJ: Recent Public Health Concerns

We are monitoring the situation regarding the 2019 Novel Coronavirus (COVID-19). Since COVID-19 is an emerging disease, more will be learned about how it spreads, and the best preventative measures. For now, health officials recommend the same common sense practices used against the spread of the flu. We encourage you to practice healthy behaviors such as covering coughs and sneezes, washing hands often, and limiting person-to-person contact. A "fist or elbow bump" is better than a handshake.

We request that you do not come to class or a meeting if you have, or have had within the preceding 24 hours, a fever, shortness of breath, or heavy cough. Additionally, do not come if, *within 14 days*, you have been in close contact with person(s) with a confirmed case of COVID19, or traveled to China, Korea, Italy, Iran or Japan.

The Maritime Conference Center (MCC) has taken a number of steps to reduce risk during your stay. We have a full-time paramedic on staff, and medical advisors that are assisting in formulation and implementation of our contingency plans. Hand sanitizer stations have been stationed at all entrances, lobby, dining room, and other locations. Classroom are equipped with tissue boxes. "Hands-free" soap dispensers are installed in all public restrooms. Housekeeping has increased the frequency of disinfecting door handles, railings, tables and chairs. (Please inform one of our team members if you find a dispenser that needs to be refilled.)

Please review the attached flyer from the Center for Disease Control (CDC). The flyer outlines the steps you can take to stop the spread of germs, along with phone numbers and a website to stay up to date.

If we can do anything to make your stay or visit more comfortable, please let us know. If you have any questions, please call me directly at 443-989-3286 or email domalley@mccbwi.org.

DO YOUR PART

SLOW THE SPREAD OF GERMS



**Cover your coughs
and sneezes**



**Stay home when
you're sick**



**Wash your
hands often**



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention

For more information: www.cdc.gov/npi
1-800-CDC-INFO (232-4636) | www.cdc.gov/info

PONGA DE SU PARTE

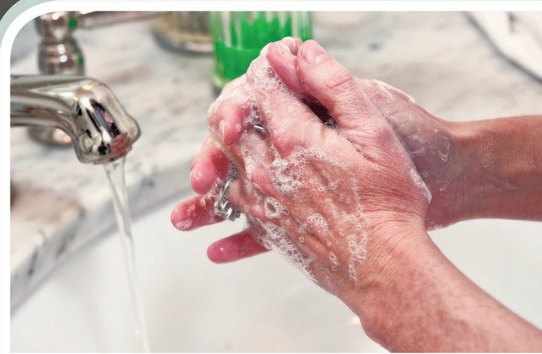
FRENE LA PROPAGACIÓN DE LOS MICROBIOS



Cúbrase la nariz y la boca al toser y estornudar



Quédese en casa cuando esté enfermo



Lávese las manos con frecuencia



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