

Selman & Company COVID-19 response

The coronavirus (COVID-19) situation is evolving daily, and Selman & Company is working to ensure that we are able to respond to this challenge and continue to serve our clients and customers while protecting our employees.

What We Continue to Do:

- Executive, Management and/or Key Personnel are meeting daily to assess and respond as the situation progresses.
- Actively monitoring the WHO and CDC websites for updates and recommendations as well as state health departments and local news outlets.
- Communicating regularly with all employees.

Socially Responsible Servicing:

- With a focus on doing our part to flatten the curve of the impact of COVID-19 in the areas in which we live and work, SelmanCo has implemented a plan to mandate that all employees who are able to perform their job functions at home do so.
- To that end, the SelmanCo COVID-19 Task Force has been working diligently to develop an operational response plan that ensures continuity while prioritizing recommended Social Distancing. The plan has several components with specific focus on those listed below.
 - First, to the greatest extent possible, all those that have the ability to perform their job functions at home are asked to do so.
 - Second, those employees who are not able to perform their job functions at home will be in the office and will be assigned to one of two teams. These teams (Team Clorox and Team Purell) will follow the business continuity plan coordinated by departmental leadership and the Task Force. As soon as practically possible, teams will be physically separated within the buildings. Employees will be required to maintain their physical separation from the other Team.
 - Because personal health, community health and continuity of operations are linked at this time, we have asked that the members of each team respect the social distancing boundaries of the team structure outside of work as well. To the greatest extent possible, meetings should be conducted virtually while onsite but specifically when participants include those from both teams while social distancing protocols are in place.
- Suspension of all business-related travel through May 15 to ensure the health and wellness of our employees.
- Effective immediately and until further notice, no visitors will be allowed to enter SelmanCo offices. Employees who have visitors scheduled to come to one of our offices are asked to make alternative arrangements to hold your meeting virtually. This policy will be reviewed regularly as SelmanCo's response to the changing environment continues to evolve.