## Welcome,

Thank you so much for dedicating your time to this meaningful cause. We really appreciate the risk you are taking in order to serve and assist your community during these troubling times. In order, to minimize this risk during your grocery delivery we respectfully ask that you follow these guidelines:

- Prior to beginning your order we ask that you put on a pair of gloves, a mask, a hat, and an outer layer such as a coat or sweatshirt.
  - When putting on your mask please refer to these guidelines to ensure you are as safe as possible:
    - Wash your hands for at least 30 seconds with soap and water thoroughly prior to touching the mask.
    - Please check that your mask does not have any large holes or tears.
      - If so, please contact us and we would be happy to provide you with another one.
    - For masks with elastic ear loops:
      - Carefully stretch the elastic bands behind each of your ears.
      - Check that your mask covers both your mouth and nose and adjust it accordingly
    - For masks with strings that must be tied:
      - Align the mask properly on your face so that it covers your nose and mouth and hold it there while you tie each of the strings around the back of your head.
    - If your mask has a malleable metal wire, gently press it down so that it molds to the shape of your face
  - When putting on gloves please follow the following procedure to ensure you are as safe as possible:
    - Make sure that each of the gloves you plan on using are not defective or torn.
    - Carefully put on both gloves so that they are snugly fit on each of your fingers and your wrists are protected as well.
    - Once again, please check that your gloves are not damaged in any way.
- After properly putting on your gloves and mask, you can leave for your delivery.
- Please refrain from touching your face during your delivery
- While driving, exercise as much caution as possible and never text or use your phone.
- If your client chooses to pay using cash, please only touch the cash when you are at the checkout. Additionally, touch the least amount of bills as possible and separate any change or receipts in another bag or envelope and advise the client to avoid touching the bag with the change and receipt for 3 days.

- For your safety, please try to efficiently navigate through the supermarket to limit your exposure to other individuals who could potentially be carrying the disease.
- After finishing your delivery and arriving at your house, take off your outer layer and leave it in your car or another secluded place. Next, take off your gloves (specific guidelines given below). Place your gloves in a bag and put that bag in your car or another secluded place. Once you have removed your gloves and your outer layer (jacket, sweatshirt, etc.), enter your house, wash your hands with soap for 30 seconds twice, and proceed to remove your mask (specific guidelines given below). We also recommend cleaning your phone, carkeys, wallet, or other item you bought on your delivery with a disinfectant. If your phone is not waterproof, please be cautious and take the appropriate precautions when cleaning it.
  - Follow these guidelines to safely remove your gloves:
    - Prior to beginning taking off your gloves, please remember that the outside of your used gloves are contaminated and should not be touched. If you happen to touch the outside of the glove, immediately wash your hands or disinfect them with an appropriate sanitizer and refrain from touching any surfaces.
    - To start the process, carefully grab the bottom of one of the gloves and slowly take it off using your other hand (which is still in a glove). Do not touch your skin, with the hand you are using to remove the first glove.
    - Once you have removed the first glove, keep it in the palm of your gloved hand.
    - Slide your bare fingers underneath the glove on your other hand without touching the outside and slowly peel it off while keeping the other glove in your palm.
    - You can now dispose of the two gloves in a safe place and then wash your hands for another 30 seconds.
  - Follow these guidelines to safely remove your your mask:
    - Before starting the process, keep in mind that the outside of your used mask is contaminated and should not be touched. If you happen to touch it, wash your hands or disinfect it with an appropriate sanitizer as soon as possible.
    - Carefully remove the elastics or ties and place the mask in a secluded place and leave it there for 3 days if you want to reuse it (do not reuse it more than twice and if you need more masks please email us at "deliveringtogether@gmail.com"). If you do not plan on reusing your gloves, dispose of them in a secluded place.
    - Lastly, please wash your hands for at least 30 seconds or use an appropriate sanitizer.

Thank you so much for volunteering and stay safe,

## The Deliver Together Team