

## Kirk Wolthouse

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**From:** Angela Girardi  
**Sent:** Thursday, May 27, 2021 1:05 PM  
**To:** All-Basking Ridge Employees; All-Elizabeth Employees; All-Mount Laurel Employees; All-Somerville Employees; IMFI Employees  
**Subject:** Guidance on Masks in the Workplace for NJ  
**Importance:** High

Dear Employees,

Per the updated guidelines and procedures regarding mask wearing indoors, as set by the CDC and consistent with the most recent announcements by Governor Murphy, the following standards will apply for Fedway employees in our Elizabeth, Somerville, Basking Ridge and Mount Laurel facilities effective June 4<sup>th</sup>.

- Vaccinated employees can wear a mask at their discretion and according to their personal comfort level. Unvaccinated personnel are strongly encouraged, per the CDC, to continue wearing masks. When entering the facilities, employees will be asked to confirm vaccination status.

For employees that interact with customers outside our facilities – such as drivers, helpers & salespeople - we recommend mask wearing indoors according to your comfort level and/or that of our customers. Being a service-related company, we want to ensure that the preferences of our customers are always properly respected.

For additional information, a link to the State of NJ Department of Health Website can be accessed here:

<https://business.nj.gov/covid/required-workplace-health-and-safety-standards>

If you have any questions, please contact Human Resources.

Kind regards,

*Angela Girardi*

**Fedway Associates, Inc.**

**Director of Human Resources**

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