



Delivering Fine Foods Since 1942

Updated May 22, 2020

Brown Foodservice: Coronavirus Response / Mitigation Plan

Dear Customers,

The COVID-19 (Coronavirus) pandemic and its impact on the economy and our local communities is our utmost concern. Brown Foodservice is committed to ensuring the safety of our employees and customers, as well as mitigating any interruption to the service you are accustomed to receiving from us. In addition to our normal employee wellness and facility sanitation practices required by the U.S. Food and Drug Administration (FDA), local health departments, and our SQF certification requirements, we have put in place the following:

- Established a full-time COVID-19 Preparedness Task Force to prevent service interruptions and update procedures.
- Provided cloth face masks to all office, warehouse, delivery, and outside sales personnel.
- Conducting temperature checks of all facility personnel each day.
- Installed additional hand sanitizer stations around our facility.
- Trained all supervisors to recognize and respond to employees displaying COVID-19 symptoms.
- Implementation and reinforcement of hand washing protocols for all employees.
- Increased cleaning and sanitizing of bathrooms and frequently touched surfaces such as doorknobs, chairs, and table tops; this is being done multiple times a day.
- Made hand sanitizer and disinfecting wipes available in our truck cabs and encouraged delivery drivers to use them before each delivery.
- Implemented new receiving processes to lower or prevent interaction with inbound product delivery drivers.
- Actively encouraging any sick or symptomatic employees to immediately seek medical advice.
- Instituted a flexible sick leave policy for employees.
- Prohibited non-essential visitors from entering our facility and offices.
- Restricted work-related travel by employees outside of their normally traveled areas.
- Encouraged meetings via phone or teleconference.
- Updated our cash and carry at the Louisa, KY facility to a curbside service.

Our management team will continue to monitor recommendations for businesses provided by the Center for Disease Control (CDC), FDA, and Kentucky Governor's Office, updating our procedures accordingly to support the health of our employees and customers. Thank you as always for your trust and partnership with Brown Foodservice.

Sincerely,

Wayne Brown
President, Brown Foodservice, Inc.