



## Acknowledgment of Client's Updated Health and Safety Protocol

As you know, many state and local governments are beginning to allow businesses to reopen. As always, your health and safety remain our priority.

**If the client you are working for asks you to work onsite, please take the following actions:**

- **Email the Recruiter who placed you on the assignment to confirm whether you have received the client's updated health and safety protocols on COVID-19, and**
- **Confirm in your email that you are voluntarily returning to working onsite at the client's office. If you're unsure of what to expect with your onsite work, including any questions about the ability to continue working from home, please start by reaching out to your client manager for details and discussion.**

If you need assistance with any of the above, please reach out to the Recruiter who placed you on your assignment. Please note that as before, if you would like to work from home, your ability to do so will depend on the specific client and assignment.

We continue to recommend that you follow the COVID-19 guidelines on face coverings, social distancing, and sanitation guidelines set by your state and local governments and the [CDC](#). Of course, we also require that you comply with the COVID-19 rules of the client for whom you're working.

We are committed to updating you via email and our [Health and Safety page](#) as the COVID-19 situation evolves. If you are experiencing symptoms of COVID-19 or were recently diagnosed with the illness, please confidentially report this via the form on our [Health and Safety page](#).

Thank you, and please stay safe.

Sincerely,  
Matt

**Matt Riley** Chief Operating Officer  
Creative Circle | Digital + Creative Staffing