

Jazz at Lincoln Center, Inc. places the highest priority on the health and safety of its staff, guests, and patrons. Along with Lincoln Center for the Performing Arts, we have consulted with experts in the field of public health, infectious disease control and security to make sure we are taking appropriate steps to protect the health and safety of anyone using our facilities. To that end, the following measures have been put in place and will remain the protocol until further notice.

- Custodial services provided by Able Building Maintenance, have been escalated to now include a heightened and frequent routine of disinfecting, door handles, surfaces, handrails and banisters.
- All staff, Board Directors, and 3rd party vendor employees who have traveled, or live with individuals who have traveled, to known locations of outbreaks (China, Iran, Italy, South Korea) have been instructed to observe a 14-day waiting period (self-quarantine) prior to returning to work or participating in work-related activities. Jazz at Lincoln Center maintains a travel log for all of its employees.
- All staff, Board Directors and/or 3<sup>rd</sup> party vendor employees have been reminded to remain at home if they begin to show any sign or symptom that fits the criteria of cold/flu/etc. Staff and/or 3<sup>rd</sup> party employees reporting for work who are observed to be experiencing symptoms will be asked to leave the venue and/or to seek medical attention.
- Hand sanitizers on “hands-free” stands are positioned for staff, Board Directors, guests, patrons and visitors as they disembark from the elevators.
- Security Officers who check bags and screen patron belongings have been instructed to wear nitrile gloves to prevent personal contact.
- All staff and 3rd party vendor employees have been reminded to minimize physical contact (handshakes, hugs, etc.).
- The above protocols (and more) are also being put in place by all 3rd party vendors that work at Jazz at Lincoln Center, including our Food and Beverage provider, Great Performances.

All public performances and screenings on the Lincoln Center campus are, to-date, proceeding as planned. The health, wellness, and safety of our staff, audiences, and artists is our top priority. We are following all CDC guidelines and encouraging our employees to be vigilant and do the same. Our team is in close touch with the State and City Departments of Health. We are monitoring the situation closely and will provide updates as needed.