

## Model CCPA Notice to California Employees and Guests About Taking Temperatures for COVID-19 Purposes

### Drafting Notes for use of this form:

The specific examples of information collected can be modified if not all apply (e.g., it should be limited to the action taken). If your company intends to disseminate this form in multiple locations (inside and outside of California), please alter the document accordingly as it applies to your office locations. "Privacy Notice" should be visible at the top. This document is intended to be provided to everyone coming into the company facility, not just employees. Please note, signature acknowledging receipt is NOT required under the CCPA, but may be in other states. To reduce the risk of spreading the virus by handing out these forms, the best method for distributing the notice is by email to the employees prior to starting to measure anyone's temperature, or through any other electronic method the company typically uses to disseminate notices and policies to employees. For employees who do not use company email or for whom the company does not have a current email account, an alternative method is to enlarge the font of this notice so it fits the whole page, remove the signature block, print and laminate it, and then post it at the door of the room where temperatures will be measured or in another conspicuous place where it will be seen by all before their temperature is taken.

### **NOTICE PURSUANT TO THE CALIFORNIA CONSUMER PRIVACY ACT (CCPA)**

To reduce the risk of spreading the COVID-19 virus in and through the workplace and protect our employees and guests, the Company is implementing procedures for measuring the temperature of all individuals coming into the Company's facility and inquiring and observing whether any individual attempting to enter a Company facility has any symptoms of COVID-19 or related illness. Any individual, whether an employee or visitor, whose temperature is measured to indicate a fever, who reports having or is observed to have any such symptoms, or who has recently been in contact with symptomatic individuals will not be permitted to enter any Company facility.

Pursuant to the CCPA, we are notifying you that we are collecting the following category of Personal Information: Medical and health information, specifically your body temperature and whether you have or display certain symptoms such as fatigue, cough, sneezing, aches and pains, runny or stuffy nose, sore throat, diarrhea, headaches, or shortness of breath, whether you have recently been in close contact with anyone who has exhibited any of these symptoms, whether you have recently been in contact with anyone who has tested positive for COVID-19, and whether you have recently traveled to a restricted area that is under a Level 2, 3, or 4 Travel Advisory according to the U.S. State Department (including China, Italy, Iran, and most of Europe).

This material is provided for informational purposes only. It is not intended to constitute legal advice, nor does it create a client-lawyer relationship between Fisher & Phillips LLP and any recipient. Recipients should consult with counsel before taking any actions based on the information contained within this material.

The Company will maintain this information under conditions of confidentiality. We are collecting this information for purposes of reducing the risk of spreading the COVID-19 virus in and through the workplace and protecting our employees and guests.

**By signing below, I acknowledge and confirm that I have received and read and understand this disclosure.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Your Full Name

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