SOCMA is requesting information on preparedness plans for COVID-19 related business disruptions in the U.S. The information will be collected and aggregated for a future member communication. If you are willing to share, please email your responses to the following questions to Emylyn Noma, Manager, Compliance & Stewardship at [enoma@socma.org](mailto:enoma@socma.org).   
  
Contact Information

* **Name**
* **Title**
* **Company**
* **Location (indicate if facility is in a COVID-19 infected area)**

Manufacturing Operations

1. Are you experiencing an increase in sick leave?
2. Do you have a service disruption / pandemic plan?
3. Are you considering changing plant shift schedules? If yes, what will be the trigger?
4. Are you or have you instituted travel restrictions / bans (domestic / international)
5. How are travel restrictions determined at your company and what is the approval process?
6. Are you monitoring employees / visitors to your facilities?
7. Do you have sufficient PPE, monitoring devices, etc. onsite? Are you purchasing additional PPE, monitoring devices, workplace products?
8. Are you in contact with your local public health agency, emergency responders, government officials? Are local authorities reaching out to the community / businesses?

Supply-chain

1. Are you experiencing disruptions in raw materials supplies from (offshore/domestic)?
2. How many months backlog of materials do you have for manufacturing?
3. Are you exploring alternative sources for materials suppliers?
4. Are you experiencing logistics disruptions from suppliers (delays, delivery uncertainty, shipments stuck at port, etc.)?
5. What are your customers asking you (speed up order delivery, delay order, cancel order)?

Materials

SOCMA is seeking materials to share with other members. It would be greatly appreciated if you are willing to share with SOCMA and in turn, the SOCMA community:

1. Pandemic Plans
2. Business Contingency Plans
3. Letters to Customers
4. Visitor/Guest Questionnaires and protocols

SOCMA has developed an online resource page (<https://www.socma.org/covid-19/>) to post and share information.