Mandatory Jobsite Requirements

1. **New Worker Orientations:** Include the recently published COVID-19 slides into the new worker orientation ensuring that each potential worker is asked the following questions on slide #3. If the answer is "yes" to any of these questions, the worker should not be allowed to work onsite. Additionally, please keep social distancing in mind when completing orientations (e.g., in an open environment, giving workers a BlueJeans link they can connect to on their phone, etc.).
   1. Have you experienced any of the symptoms of COVID-19 (fever, cough, shortness of breath, headache, chills, muscle pain, sore throat or loss of taste or smell)?
   2. Have you recently (within the last 14 days) been in close proximity to someone who has been confirmed or suspected with COVID-19?
   3. Have you been transferred here from a job that has been stopped due to a confirmed or suspected case of COVID-19?

2. **Symptoms Check:** Require each foreman to do a Symptoms Check each morning, asking the same questions listed above in item #1. Ask that they report back to the project superintendent with any concerns or "yes" responses no later than 9:00 a.m. daily. If the answer is "yes" to any of these questions, the worker should not be allowed to work onsite.

3. **Roving Foreman/Superintendents:** In an attempt to limit potential spread between jobsites, to every extent possible, ask that roving foreman/superintendents do not bounce between projects. If they have a need that cannot be handled via phone or video conferencing with their foreman onsite, please ask that they meet with their crews offsite or on off hours.

4. **Designate Locations that Maintain 6’ Distance:** In areas where people congregate (in hoists, hoist loading areas, break areas, orientation areas) designate locations on the floor where workers should stand to ensure social distancing is being maintained.
5. **Handwashing Facilities:** Ensure that a ratio of 1:20 (facility: workers) is maintained.

6. **Cleaning Temporary Toilets:** Have them cleaned daily.

7. **Stagger Starts/Shifts:** If your jobsite meets any of the following criteria, the jobsite should implement a version of staggered starts after discussing the logistics with the subcontractors. Making this effort successful will assist in getting people, trash, and materials into the building safely.
1. If elevator or hoist usage is delayed due to social distancing; or

2. If work areas require multiple trades to work within a single area; or

3. If a trade has complete control over an area and it will not impact other trades; or

4. If a trade has a large enough crew, staggering a single contractor would help reduce congestion; or

5. If you have multiple buildings on site, you can stagger start times by building; or

6. Some trades might prefer to work when there is less foot traffic (material movement, trash, etc.);

8. **Choreograph Work Activities:** Work with the subcontractors to re-evaluate those tasks that typically require workers to be within 6’ to determine an alternate process, PPE, or engineering controls that can be implemented. In the event workers must be less than 6’ apart to do a specific task, ask the subcontractor how the work can be choreographed to allow the workers to adhere to CDC recommendations for social distancing.

9. **Social Distance while Commuting:** In conversations with foremen, strongly encourage social distancing while commuting to and from work (e.g. spacing out on public transportation, refrain from carpooling, etc.).

10. **Material Deliveries:** Even though the CDC, USPS and WHO have indicated that there is currently no evidence that COVID-19 is being spread through the mail itself, there is still an inherent risk from the delivery personnel who visit multiple establishments each day. Please check with them to determine if there is a virtual way to acknowledge receipt (via email, text, etc.)
COVID-19

Help prevent the spread of respiratory diseases like COVID-19

+ WASH YOUR HANDS
Wash your hands with soap and warm water regularly.

+ COVER A COUGH OR SNEEZE
Cover your cough or sneeze with your sleeve, or tissue. Dispose of tissue and wash your hands afterward.

+ DON'T TOUCH
Avoid touching eyes, nose or mouth, especially with unwashed hands.

+ KEEP YOUR DISTANCE
Avoid close contact with people who are sick.

+ STAY HOME
If you experience respiratory symptoms like a cough or fever, stay home.

+ GET HELP
If you experience symptoms of COVID-19 (cough, fever, shortness of breath), call your health care provider or local health department before seeking care.
**CORONAVIRUS, FLU, COLD?**

As the number of coronavirus cases rise, some key differences set coronavirus apart from the seasonal flu and the common cold – mainly the intensity of the symptoms and the recovery period. A guide at identifying the differences in the three conditions.

All three, however, are spread by air-borne respiratory droplets and contaminated surfaces.

### CORONAVIRUS

**Onset:** Sudden

**Symptoms**
- Fever
- Dry cough
- Muscle ache
- Fatigue

**Less common symptoms**
- Headache
- Coughing up blood (haemoptysis)
- Diarrhoea

**Incubation:**
1-14 days, may go up to 24 days

**Complications:**
5% cases (acute pneumonia, respiratory failure, septic shock, multiple organ failure)

**Recovery:**
2 weeks (mild cases); 2-6 weeks (severe cases)

**Treatment or vaccine**
No vaccines or anti-viral drugs available; only symptoms can be treated.

### SEVEN KINDS OF CORONA

Seven strains of coronavirus (CoV) that infect humans have been identified. These cause illness ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS-CoV).

**Harasss**
- Serotype 229E
- Serotype OC43
- Serotype NL63
- Serotype HKU1

These cause symptoms of the common cold and rarely cause severe pneumonia.

**Dangerous**
These are known to cause more severe disease. These are:
1. SARS-CoV which causes severe acute respiratory syndrome (SARS)
2. MERS-CoV which causes Middle East respiratory syndrome (MERS)
3. SARS-CoV2 that causes coronavirus disease (Covid-19)

### SEASONAL FLU

**Onset:** Abrupt

**Symptoms**
- Fever
- Dry cough
- Muscle ache
- Fatigue
- Headache
- Sore throat
- Runny or stuffy nose

**Less common symptoms**
- Diarrhoea
- Vomiting

**Incubation:**
1-4 days

**Complications:**
1% cases (including pneumonia)

**Recovery:**
1 week (mild cases); 2 weeks (severe cases)

**Treatment/vaccine**
An annual seasonal flu vaccine is available.

### COMMON COLD

**Onset:** Gradual

**Symptoms**
- Runny or stuffy nose
- Sneezing
- Sore throat

**Less common symptoms**
- Low grade fever
- Muscle or body ache
- Headache
- Fatigue

**Incubation:**
2-3 days

**Complications:**
Extremely rare

**Recovery:**
1 week for most cases; may last as long as 10 days

**Treatment/vaccine**
No treatment, but doctors advise treating symptoms.

### The unknowns of Sars-CoV2

Sars-CoV2 is closely related (with 80% identity) to two bat-derived Sars-like coronaviruses (Bat-SL-CoV-ZC45 and bat-SL-CoV-ZC21) collected in 2013 in Zhoushan, eastern China.

It has 76% genetic affinity with Sars-CoV, 80% with Mers-CoV.

The Sars-CoV2 receptor-binding domain structure, which allows a way to latch on to and enter a cell, is similar to Sars-CoV, despite amino acid variation at some key residues.

Little is known about Sars-CoV2.

Studies on Sars-CoV provide clues to its behaviour and ability to infect.

On smooth surfaces such as tables, phones etc. Sars-CoV retains its viability for 3 days at 22-25°C and relative humidity of 40-60%, which is typical for air-conditioned rooms. Though this may vary for Sars-CoV2, experts say this is a good indicator for its behaviour.
TRANSPORTING PERSONNEL IN VEHICLES
IN RESPONSE TO COVID-19

To minimize possible exposure to the COVID-19 virus, the following is guidelines for projects.

- SOCIAL DISTANCING THROUGHOUT THE TRIP
- LIMITING EMPLOYEES IN VEHICLES
- PASSENGER HYGIENE PRACTICES
- VEHICLE HYGIENE PRACTICES
- EDUCATION

Social Distancing Throughout the Trip

Maximizing social distancing is key. This can be most effectively accomplished by using crew vans or having single employees in a vehicle. As this is not possible in every scenario, utilize the following guidelines for employee spacing in vehicles:

SEDAN/SUV/SUPER CREW PICKUP:
2 OCCUPANTS
Driver and (1) rear seat passenger
(right side)

REGULAR OR SUPER CAB PICKUP:
1 OCCUPANT
Driver only

Passenger Van: # of Occupants Varies
By Seating Configuration
Driver only and (1) passenger per seat row
(1st seat row passenger sits on right side, passengers behind site opposite side)

Projects are encouraged to evaluate employee parking and drop off points to limit the amount of time it takes to transport personnel to and from the work face.

Tracking

It is critical that we track potential exposures on our projects to minimize their impact. Tracking can be done by a sign-in sheet that is kept with the vehicle (single or multiple passenger vehicles). The records should be kept for a minimum 4 weeks so passengers can be tracked if a potential exposure occurs.

Passenger Hygiene Practices

Employee should be practicing hygiene before and during transportation in all vehicles. Project should set up wash/hand disinfectant stations where employees will be entering a vehicle. All employees will wash their hands before entering a vehicle. Employees will be instructed not to touch their face during transport and if they need to cough or sneeze to do so in their elbow.

Education

The most important step to containing the COVID-19 outbreak is educating people about personal hygiene, the signs and symptoms of COVID-19 to look for and precautions to take. Workers should understand how they can protect themselves and others (including when to self-report and stay home).

There are several excellent resources on the company COVID resource site.
HEAVY EQUIPMENT PRECAUTIONS
IN RESPONSE TO COVID-19

CONSTANT DISINFECTING AND SANITIZING OF HIGH TRAFFIC SURFACES

The equipment operator should disinfect and sanitize each high traffic surface upon boarding the equipment and exiting the equipment. See link to the list of the bottom of this page. The operator should never assume that the previous operator cleaned these surfaces. These surfaces include but are not limited to: door handles, equipment controls, gear selectors, window latches, seat belts, radios, and climate controls. Upon entering and exiting the equipment the operator should ensure their work gloves are on their hands. This will limit direct skin contact on surfaces such as boarding ladders. Waste containers will need to be readily available for cleaning waste.

Sites should also develop a plan to deep clean each piece of equipment regularly. These times could include Preventive Maintenance (PM) scheduled down or off shifts when the machine is not in use. These cleanings will focus on high traffic surfaces as well as lower traffic surfaces such as dashboards, instrumentation displays and seats.

Note: Cleaning mounts where the potential to create Bernstein doses. When cleaning, ensure the cabinets are well ventilated. This could include opening windows and doors. Where possible, leave the cabin unheated or between operators. In addition ensure the operator is aware of any sensitive electronics in the cab so that aerosol cleaners are not applied directly to them. Any cleaning products selected to be used must be CDC approved against the novel coronavirus.

LIMITING EQUIPMENT OPERATOR ROTATION

Where possible, limit the number of operators rotating onto a specific piece of equipment. This means having one operator run one specific piece of equipment during the rotation rather than having multiple operators run a single machine.

TRACKING

Sites should track which operators operate a specific machine so that if there is a positive COVID-19 test, the sites can direct cleaning efforts as well as limit the number of potentially exposed employees.

EDUCATION

The most important step to controlling the COVID-19 outbreak is educating people about personal hygiene, the signs and symptoms of COVID-19 to look for, and practices to take. Workers should understand how they can protect themselves and others, including when to test and stay home.

There are several excellent resources on the company portal site here.