

# INFECTIOUS DISEASE JOBSITE SAFETY PROTOCOL

## OVERVIEW:

The first consideration for CBIA, our member companies and all those we encounter in the homebuilding process, are for their health and safety. This guidance is being provided on March 23, 2020 and is subject to change. Moreover, this is not intended to be, nor should it be construed as legal advice.

## PURPOSE

To provide recommended guidance to employees on how to prepare for and prevent the spread of new or newly evolved infectious diseases that have the potential to pose a significant public health threat and danger of infection to ourselves, our co-workers and our communities.

## ENFORCEMENT

Each company is to determine the best policy or policies for protecting its employees and advising its subcontractors. This recommended policy is to be enforced when directed by company leadership via company-wide communication. It will no longer be enforced when indicated by company-wide communication.

## SCOPE

All Field Employees, Subcontractors, and Suppliers

## RESPONSIBILITY

Assistant Superintendents  
Director of Operations  
Field Engineer  
Field Superintendent  
Project Superintendent  
Regional Safety Director  
Safety Coordinator  
Safety Manager  
Subcontractors  
Suppliers  
VP of Construction Operations  
VP of Construction Safety

## INFECTIOUS DISEASE SPREAD PREVENTION

The health and well-being of our employees, subcontractors, and suppliers comes first, and we do not want to put them at risk of any type of exposure. Our most important line of defense is requiring all employees, subcontractors, and suppliers who may be sick, not feeling well, or may have been exposed to an individual who is sick to stay home.

The following guidelines are recommended to be followed by all staff, subcontractors, and suppliers.

- No toolbox talks or gatherings in the jobsite trailers.
- All meetings with ten or more people shall be held outside with adequate social distance.
- Discontinue the use of community water, coffee, or food
- Employees and subcontractors will be required to leave the jobsite if they are displaying COVID-19 symptoms.

## **INFECTIOUS DISEASE JOBSITE SAFETY PROTOCOL**

- Refrain from sharing cups, pens, pencils, plan-sets, tablets, laptops, tools, or any other items that may carry germs.
- Frequently washing hands. CDC recommends you wash your hands with soap and water for at least 20 seconds.
  - If facilities are not available, please use dissolving disinfectant liquid (Hand Sanitizer). Allow liquid time to dry and do not wipe off any excess.
- Avoid touching your eyes, mouth, and face.
- Avoid handshakes and close contact with team members, and always wash and sanitize your hands following any contact. Maintain 6 feet of separation as much as possible.
- Keep surface areas clean and disinfect regularly. (Please see Disinfection of Jobsite)
- Every time you apply any personal protective equipment (PPE) to your face, wash hands (as directed above) and then disinfect PPE.
- Wash Clothing and other Reflective Gear regularly.
- Prior to Eating or Drinking on the job site, make certain to disinfect hands, bottles and surrounding surfaces.

### **SUBCONTRACTOR RESPONSIBILITY**

Subcontractors must agree not to enter the jobsite if they have knowingly come into contact with anyone who has exhibited symptoms of the virus or have tested positive for the virus in the previous 2 weeks. We as the general contractor, have the right to ask any person to leave the jobsite should we feel they have an illness that is being monitored by the CDC.

Symptoms include:

- Fever
- Cough
- Shortness of breath
- Body Aches
- Sore throat

### **MEETINGS**

Meetings of 10 or more people must be held outdoors. Distancing of at least 6 feet between individuals should be maintained. Should meetings become ineffective due to distancing, meetings may be modified to communicate with smaller groups or individuals or be held as conference calls.

### **SITE WALKS**

During site walks, if field staff encounter anyone exhibiting symptoms of illness, the individual will be told to leave immediately.

### **REPORTING OF POSITIVE TEST AND RISK MANAGEMENT**

If any individual tests positive for an infectious disease, subcontractor management must contact the Project Manager & Project Superintendent promptly with information about the trade the individual was performing.

### **JOBSITE CLEANING SUPPLIES**

Attempt to make sure to keep the follow items stocked at all times in your job office.

- Hand Soap (if facilities are available on site)
- Hand Sanitizer
- Paper towels
- Disinfectant Spray (i.e. Lysol, Clorox, etc.)

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## **DISINFECTION OF JOBSITE**

High-touch surfaces, such as counter tops, doorknobs, cellphones and toilet flush handles should be disinfected regularly since some pathogens can live on surfaces for several hours or days. Use products that say “disinfectant” on the label and include an EPA registration number. These are required to meet government specifications for safety and effectiveness. First, you should remove dust and grime before using the disinfectant. Second, the disinfectant needs to remain on the surface before it dries or is wiped off. Check the label for wait times to make sure the virus kill is effective.

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## POSTINGS

The following flier must be posted throughout the jobsite:

## ***SAFETY BULLETIN- COVID-19 JOBSITE PRACTICES***

Based on the continued emphasis on social distancing and related policies throughout the country due to COVID-19, we are making the following changes to the daily operations at NRP jobsites:

- Recommendations on how best to minimize the spread of COVID-19
  - Please post a sign on your door notifying them of access and providing information for them to contact you remotely if assistance is needed
- Cease weekly subcontractor meetings from being conducted in trailers
  - Conduct meetings in outside areas
  - If possible, conduct in larger rooms such as a clubhouse
  - Choose a space that will prevent any unnecessary physical contact and allows attendees to maintain the 6-foot safe social distance
- Have subcontractors read and sign the Code of conduct
  - In lieu of playing the video, please have new subcontractors read and sign the Code of Safety Practices at a location outside of the job trailer and file the document as usual.
- Limit accepting or handling of paperwork from subcontractors if not necessary
- Look to rent hand washing stations to put on job site
  - Contact the company that currently rents your Portable Toilets to you
  - If they do not have any, please contact your safety manager to discuss some alternative options
- Keep hand sanitizer in stock and in trailer
  - Have hand sanitizer located by entry door for use immediately upon entry
    - The availability of hand sanitizer is very scarce currently. If you're unable to get any, please contact your safety manager to work on alternative methods
    - Would recommend keeping any extra hand sanitizer stored in a safe, possibly locked, location
- Spray and disinfect door handle(s) periodically throughout the day
- Post Safety Bulletin on proper hand washing on construction sites

This is an ever-changing event and we will continue to keep a very close eye on the situation. As changes occur, we will update and redistribute as needed. Our goal is to put you all in the best situations to keep you safe and we feel the list provided above will help to achieve this goal.

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## DEPLOYMENT OF HAND-WASHING FACILITIES

Hand-washing stations must be present on all jobsites. These stations must be maintained with soap and water. Hand-washing guidance must be posted on these stations (see below) along with instructions, in both English and Spanish, for who to contact if the station is inoperable or short of soap, water, or towels.

English:

## ***SAFETY BULLETIN-*** ***Hand Washing on Construction Sites***

### **PREVENTION CAN BE THE BEST MEDICINE!**

It is of the utmost importance to follow the CDC's hygiene recommendations on all NRP Project Sites.

### **WHEN?**

- After using the bathroom
- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage

### **HOW?**



**Wet** your hands with clean, running water (warm or cold), turn off the tap and apply soap.

**Lather** your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.

**Scrub** your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.

**Rinse** hands well under clean, running water.

**Dry** hands using a clean towel or air dry them.

**Keeping hands clean is one of the most important things we can do to stop the spread of germs and stay healthy.**

Spanish:

## ***Boletín de Seguridad - Lavado de manos en sitios de construcción***

### **PREVENTION PUEDE SER LA MEJOR MEDICINA!**

Es de suma importancia seguir las recomendaciones de higiene de los CDC en todos los sitios del proyecto NRP.

#### **¿Cuándo?**

- Después de usar el baño
- Antes, durante y después de preparar los alimentos
- Antes de comer alimentos
- Antes y después de cuidar a alguien en casa que está enfermo de vómitos o diarrea
- Después de cambiar pañales o limpiar a un niño que ha usado el inodoro
- Después de sonarse la nariz, toser o estornudar
- Después de tocar un animal, alimento para animales o desechos animales
- Después de manipular alimentos para mascotas o golosinas para mascotas
- Después de tocar la basura

#### **¿Cómo?**



**Humedezca** las manos con agua limpia y corriente (caliente o fría), apague el grifo y aplique jabon.

**Enjabona** tus frotándolas con el jabon. Asegurese de envolver la part posterior de las manos, entre los dedos y debajo de las unas.

**Frota** tus manos durante al menos 20 segundos. ¿Necesitas un temporizador? Hum la canción “Feliz Cumpleanos” de principio a fin dos veces.

**Enjuague** bien las manos con agua limpia y corriente.

**Seque** las manos con una toalla limpia o sequelas al aire.

**Mantener las manos limpias es una de las cosas más importantes que podemos hacer para detener la propagación de gérmenes y mantenernos saludables.**

### **CONSEQUENCES OF POLICY VIOLATION**

Employees who fail to comply with this policy may be subject to appropriate disciplinary action, up to and including immediate termination of employment.

*The information provided in this document does not, and is not intended to, constitute legal advice. These materials are for general informational purposes only. You should contact your attorney to obtain advice with respect to any particular legal matter or before acting upon this information.*