



Hermanson
SAFETY
An Attitude for Life

COVID-19 Precautions
and Response Plan

Purpose and Implementation of Plan

This COVID-19 Precautions and Response Plan is a supplement to the Site-Specific Safety Plan (SSSP) and sets forth the requirements and expectations that Hermanson (field and office), Sub Contractors, and vendors shall comply with during the COVID-19 pandemic. This plan is designed to meet the guidance requirements of The Centers for Disease Control (CDC), state and federal government and may need to be revised frequently based on changing requirements and guidance from the CDC and other local regulatory agencies. This plan shall be distributed to all Hermanson employees, Sub Contractors and others working on site. Additionally, COVID-19 symptoms, precautionary hygiene, and employee expectations will be covered in the Site-Specific Safety Orientation and on the first day back to employees returning to the offices. All personnel working shall be trained in COVID-19 measures.

Recommended Strategies for Prevention

The following is a summary of the [CDC's recommendations](#) and Hermanson guidelines for our projects and offices to prevent the spread of COVID-19:

1) COVID-19 Site Supervisor and training

- A site-specific COVID-19 Supervisor shall be designated by the contractor at every jobsite to monitor the health of employees and enforce the COVID-19 jobsite safety plan. A designated COVID-19 Supervisor must be present at all times during construction activities.
- A Safety Stand-Down/Toolbox Talk/tailgate training must be conducted on all jobsites on the first day of returning to work, and weekly thereafter, to explain the protective measures in place for all workers.
- Social distancing must be maintained at all gatherings.
- Attendance will be communicated verbally, and the trainer will sign in each attendee.
- COVID-19 safety requirements shall be visibly posted on each jobsite.

2) Actively Encourage Sick Employees to Stay Home

Employers shall frequently communicate with all employees to stay home if they are feeling ill. They should seek medical care early and stay away from others. All employers must notify the Hermanson Project Team / Hermanson Supervisor and Team Safety immediately if any employee is sent home due to illness, or any employee calls in sick and does not come to work.

3) Employee Exhibits Symptoms / Tests Positive

All personnel on site should be educated on the symptoms of COVID-19. People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.

Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms or combinations of symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing

Or at least two of these symptoms:

- Fever
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

If you have any of these **emergency warning signs** for COVID-19 get **medical attention immediately**:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face

Below are the procedures that will be utilized for any personnel who exhibits symptoms or tests positive.

Exhibits Symptoms: If an employee has a high fever or is experiencing shortness of breath (cold/flu/COVID-19-like symptoms) but has not taken a test or has not received the results from a test, we should presume a positive for COVID – 19 until we know otherwise. The employee cannot report to work until:

- The employee receives a negative test
or
- If you will not have a test to determine if you are still contagious, you can return to work after these three things have happened:
 - You have had no fever for at least 72 hours (that is three full days of no fever without the use medicine that reduces fevers)
AND
 - other symptoms have improved (for example, when your cough or shortness of breath have improved)
AND
 - at least 7 days have passed since your symptoms first appeared

Always follow the guidance of health care providers and state and local health departments. Employers must notify the Hermanson Project Team immediately if they send home any employee, or they call in sick from work, because they are experiencing COVID – 19 symptoms. Employers must also keep Hermanson Project Team updated on the condition of any such employee and notify the Project Team prior to such employee returning to work.

Positive Test: If any jobsite personnel (employee, sub-contractor, etc.) has tested positive for COVID – 19 or has been in close contact with someone who has tested positive for COVID – 19 or has a family member that lives with them that has tested positive for COVID -19, they must self-quarantine for at least 14 days.

The employee cannot report to work until:

- The employee had self-quarantine for at least 14 day
- After 14 days the employee is symptom free:
 - Fever free without the use of medication,

- Symptoms have improved (cough or shortness of breath have improved)
- Two negative tests received within 24 hrs. apart

If it is determined that an infected employee spent prolonged time on the project or in the office, a third-party cleaning company specializing in biohazard cleanup shall perform appropriate deep cleaning of the applicable area and tools or equipment. Example companies that could be used include [Clean Harbors](#), [ServPro](#) and [ATI](#). The project or office will be shut down for 72 hours. The areas impacted must be closed and secured until cleaned.

3) Pre-Screen Employees

Prior to start of work, employees will be screened by their foreman or supervisor.

Screen all workers at the beginning of their shift by taking their temperature. Thermometers used shall be 'no touch' or 'no contact' to the greatest extent possible. If a 'no touch' or 'no contact' thermometer is not available, the thermometer must be properly sanitized between each use. Any worker with a temperature of 100.4°F or higher is considered to have a fever and must be sent home.

Employees will be asked the following questions:

1. Do you have a fever, cough, shortness of breath, fatigue, muscle aches, or new loss of taste or smell?
2. Have you been in close contact with someone known to have COVID-19?
3. Within the past 14 days, have you traveled to an area that the CDC has designated as having widespread concern for COVID-19?

Any affirmative answer will be reported to supervisor. The employee may be isolated from other workers and sent home based on responses.

Before crew members go to work the questionnaire, needs to be completed and submitted to Hermanson Project Team or Hermanson Supervisor (attached).

If an employee had close contact with an individual who has a confirmed positive test result for COVID-19, they are not allowed at the project site or office until they have been symptom free for 14 days from the date of contact.

Any worker coming to work on a construction site in Washington from any state that is not contiguous to Washington must self-quarantine for 14 days to become eligible to work on a job site in Washington.

4) Travel and High-Risk Employees Access to Our Sites and Offices

Any worker coming to work on a construction site in Washington from any state that is not contiguous to Washington must self-quarantine for 14 days to become eligible to work on a job site in Washington.

A daily attendance log of all workers and visitors must be kept and retained for at least four weeks. The log must include the name, phone number, and email address of all workers and visitors.

Any personnel (employee, sub contractor, etc.) who has been to a Level 3 country listed on the [CDC Alert List](#) within the past 14 days will not be permitted to return to the project site or office for at least 14 days after returning from a Level 3 country, and only after they have been symptom free for at least 14 days from the date they returned to the United States. If any personnel has had close contact with an individual that has traveled to a Level 3 country within the past 14 days, these individuals will not be permitted to return to the project site until they have been symptom free for at least 14 days from the date they came in contact with the traveler that returned from the Level 3 country.

Public Health recommends that people at higher risk of severe illness should stay home and away from large groups of people as much as possible. People at higher risk are in CDC guidelines, but generally include individuals over 60 years of age, people with underlying health conditions including heart disease, lung disease or diabetes, people with weakened immune systems and women who are pregnant. Employers should urge employees who are at higher risk to check with their primary health care provider to determine if they are at higher risk and if how they can best protect themselves. These individuals must follow any doctors' restrictions, work remotely if available, follow the social distance guidelines and adhere to all the recommended criteria indicated in the CDC and local health department guidelines.

5) Social Distancing

All employees on site and in the office shall be trained on the following social distancing techniques. Social distancing requirements include the following:

- Limit physical contact with others. Do not shake hands, hug, fist bump, or high five.
- Direct employees to increase personal space to at least 6 feet where possible. This includes tailgate meetings, lunch areas, project meetings, common areas including personnel hoists and elevators.
- If a task must be completed within 6 feet of another person, a face shield shall be worn in combination with a face cover.
- Identify "choke points" and "high-risk areas" on job sites where workers typically congregate and control them so social distancing is always maintained.
- Keep group sizes under 10 people and maintain proper social distancing of 6 feet or more.
- Face to face discussion should be avoided in favor of phone calls. Exceptions include craft level discussion for pre-task safety meetings. It is recommended groups should not exceed ten individuals and social distancing of six feet or more should be maintained, in accordance with CDC guidelines.
- Job wide safety meetings and large group safety meetings have been canceled. Content of safety meetings will be electronically distributed by Hermanson to foremen/superintendents to go through with smaller groups. Attendance at safety meetings shall be communicated verbally and the foreman will sign in each attendee. Contractors should not pass around a sign-in sheet or mobile device to confirm attendance.
- Rotating schedules for essential employees shall be implemented to avoid overlap and minimize shared office time.
- Hermanson and sub-contractors will evaluate and implement the use of staggered shift work for craft workers on a case by case, trade by trade basis to minimize quantity of personnel in the field.
- Jobsite visitors and vendors shall be verbally discouraged from coming to the project. If non-essential visitors or vendors do arrive at the project, they will be promptly asked to leave.

6) Sanitation and Cleanliness

- Conduct daily cleaning measures of all frequently touched surfaces (for example: tables, doorknobs, light switches, tools, gang boxes, desks, toilets / out houses, faucets, sinks) with household cleaners or disinfectants that are appropriate for the surface. Labels contain instructions for safe and effective use of the cleaning product including precautions you must take. Verify you have the Safety Data Sheets for these chemicals and that employees are trained in their use.
- Encourage and train employees on eliminating sharing of space such as equipment and workstations. When equipment, workstations, tools etc. are shared a focus effort will be made on training employees on cleaning and whipping down the equipment, tools, workstations etc. prior to leaving the space.
- Communicate best practices for respiratory etiquette including cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Used tissues should be immediately discarded in the garbage can.
- Promote frequent and thorough hand washing with soap and water for at least 20 seconds. All workers should wash their hands often, especially before eating, smoking, drinking, or after blowing your nose, coughing or sneezing. Workers should refrain from touching their face. If soap and water is not available, alcohol-based hand sanitizers that contains at least 60% alcohol shall be utilized.
- When Hermanson is the general contractor, we will provide handwashing stations around the jobsite and at each portable toilet location. Hand sanitizer stations are included inside each portable toilet and additional hand sanitizer stations will be strategically located in common areas onsite. It is the responsibility of each trade to provide additional hand sanitizer in Conex boxes and break areas for their respected employees.
- In the shop and office, there is running water for employees to wash their hands and hand sanitizer to use between hand washings.
- When the worksite is an occupied home, workers should sanitize work areas upon arrival, throughout the workday and immediately before they leave, and occupants should keep a personal distance of at least 10 feet.

7) Personal Protective Equipment (PPE)

- Eye protection should be worn at all times while on the worksite site and in the shop.
- Gloves should be worn at all times while on the worksite and in the shop. The glove selection should be designated to be suitable for the task.
- Face cover must always be worn by everyone on the worksite and in the shop and additional PPE maybe needed depending on the task.
- Personal protective equipment may be helpful when social distancing and other protective measures are infeasible or not effective. Face shields can prevent direct exposure to sneezes or coughs; they also provide protection from cleaning chemicals and disinfectants.
- All employees on site and in the office should cover their mouth and nose with a cloth face cover when around others. If someone has trouble breathing or has a medical reason why they cannot wear a face covering, they should notify their supervisor.

The CDC has issued [guidance on facial coverings](#):

- Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.
- Avoid touching your face and face cloth at all times.

- A clean facial covering should be worn each day and be able to be laundered and machine dried without damage or change to shape.
- Wash your hands before putting your covering on and immediately after taking it off. Individuals should be careful not to touch their eyes, nose, and mouth when removing their face covering.
- Cloth face coverings should fit snugly but comfortably against the side of the face and allow for breathing without restriction.
- Protection such as N95 respirators should only be worn if the task requires their use.

8) Notification Protocol

- In the event a site worker reports testing positive for or coming into close contact with a person having COVID-19, the following protocol shall be followed
 - Notify Project Leadership / Supervisor as soon as reasonable after notification
 - The project/office/shop will follow the guidelines established by the CDC, found here:
<https://www.cdc.gov/coronavirus/2019-ncov/php/risk-assessment.html>
 - An investigation of the report shall be conducted, including the following:
 - Confirm who the worker is and which company they work for.
 - Date of Notification
 - Contact the company and confirm their response plan internal to their own workers
 - Investigate who was within close contact of worker that may have higher levels of exposure
 - Find out what area they were assigned to and if other contractors had people in that area?
 - Were they in conference rooms?
 - Where did they eat lunch?
 - Which crew did they work in?
 - Car pool companions?
- Cleaning of the site/office/shop will be done in accordance with CDC recommendations. A 3rd party cleaning service, specializing in industrial and infectious disease cleaning, will be contracted to complete this operation.
- Any further action will be evaluated and determined dependent on the situation & findings for the investigation.

9) Work Stoppage

In the event of a stop work or shut down directive is given, Hermanson will communicate this information to our sub-contractors, vendors, design partners, staff and craft. A communication plan will be put into place to relay information related to the project to each respected representative. Prior to closing the project our priority will be to safe off the project with the following measures:

- Cover, enclose or otherwise protect the work in place that is reasonably completed within the 48-hour period from damage and environmental conditions.
- Include any signage that is helpful to secure the site such as "NO ACCESS – RESTRICTED AREA".
- Secure access to the project and any high-risk areas.

- After the 48-hour period, all personnel should be off the site, except for any necessary security personnel that are part of the make-safe plan.
- Secure and protect all equipment and stored materials.

10) Additional information and Resources

- <https://www.cdc.gov>
- <https://www.doh.wa.gov>
- <https://kingcounty.gov>
- <https://lni.wa.gov/>
- <https://www.osha.gov/>
- <https://www.oregon.gov/Pages/index.aspx>

OREGON ADDENDUM COVID-19 PRECAUTIONS AND RESPONSE PLAN

1) Oregon COVID-19 requirements

- Does not have a mandatory requirement to take temperatures before work. People's temperatures will not be taken prior to work unless mandated by the General Contractor.
- Does not have a mandatory requirement to wear face coverings 100% while on the job site, unless mandated by the General Contractor.

2) Hermanson Requirements for working within 6 feet

- Every effort will be made to maintain 6 feet distancing.
- When a task, for safety reasons, requires 2 people to work with 6 feet, they shall wear a face cover and face shield.

*** All other items from the company COVID-19 Precautions and Response Plan is applicable to all Hermanson Employees.