



URGENT BULLETIN

Fisher Development, Inc.

COVID-19

Construction Emergency Response

Field Safety Plan

Revised April 4, 2020

Fisher Development Inc. takes the health and safety of our employees very seriously. With the spread of the coronavirus or “COVID-19,” a respiratory disease caused by the SARS-CoV-2 virus, we all must remain vigilant in mitigating the outbreak. This is particularly true for the construction industry, which has been deemed “essential” during this Declared National Emergency. In order to be safe and maintain operations, we have developed this COVID-19 Exposure Prevention, Preparedness, and Response Plan to be implemented throughout the Company and at all of our jobsites. We have also identified a team of employees to monitor available U.S. Center for Disease Control and Prevention (“CDC”) and Occupational Safety and Health Administration (“OSHA”) guidance on the virus.

This Plan is based on currently available information from the CDC and OSHA, and is subject to change based on further information provided by the CDC, OSHA, and other public officials. The Company may also amend this Plan based on operational needs.

I. Responsibilities of Managers and Supervisors

All managers and supervisors must be familiar with this Plan and be ready to answer questions from employees. Managers and supervisors must set a good example by following this Plan at all times. This involves practicing good personal hygiene and jobsite safety practices to prevent the spread of the virus. Managers and supervisors must encourage this same behavior from all employees.

II. Responsibilities of Employees

We are asking every one of our employees and our trade partners to help with our prevention efforts while at work. In order to minimize the spread of COVID-19 at our jobsites, we all must play our part.

As set forth below, the Company has instituted various housekeeping, social distancing, and other best practices at our jobsites. All employees must follow these. **Everyone is a partner in ensuring jobsite safety and if you observe a person or situation which is unsafe you should immediately notify your supervisor or safety personnel.**

In addition, employees are expected to report to their managers or supervisors if they are experiencing signs or symptoms of COVID-19, as described below. If you have a specific question about this Plan or COVID-19, please ask your manager or supervisor. If they cannot answer the question, please contact **Chris Attard, Director of Human Resources at 650-520-0284.**

OSHA and the CDC have provided the following control and preventative guidance to all workers, regardless of exposure risk:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your face, eyes, nose, and mouth with un-sanitized hands.
- Avoid touching common surfaces with bare hands.
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
- Avoid close contact with people who are sick.

In addition, employees must familiarize themselves with the symptoms of COVID-19:

- Coughing;
- Fever;
- Shortness of breath, difficulty breathing; and
- Early symptoms such as chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, and runny nose.

If you develop a fever and symptoms of respiratory illness, such as cough or shortness of breath, **DO NOT GO TO WORK** and call your healthcare provider right away. Likewise, if you come into close contact with someone showing these symptoms, call your healthcare provider right away. **If you do not go to work due to these symptoms call your Supervisor and/or your Human Resources Representative.**

III. Job Site Protective Measures

The Company has instituted the following protective measures at all jobsites.

A. *General Safety Policies and Rules*

Jobsite office and the jobsite itself is following disinfecting procedures with CDC approved disinfectant solutions three times a day: start of day, after lunch and end of day (Fisher allocates an extra 15 minutes at the end of the work day to properly clean and sanitize). Superintendents to assign individual and oversee procedures are being followed and person is provided with additional protective equipment;

At all entries and exits the Fisher Superintendent or Fisher laborer wipes down the gate locks, door handles, bathroom handles and walkie talkies with disinfectant wipes. The Fisher laborer foreman sprays the bleach mixture 3 times a day on all ladders handrails bathrooms and gates.

Surfaces disinfected included but are not limited to:

- Gates handles
- Doors, handles, knobs and inside of portable bathrooms
- Wash stations throughout the jobsite
- Permanently placed and temporary ladders
- Handrails- stairs and stair towers
- Guard Rails, Gates and Manlift Handles
- Scissor and aerial lifts
- Tool Boxes and Tools
- Jobsite Radios are wiped down with disinfectants between each user
- Table tops
- Microwave, refrigerator
- Hand sanitizer stations and locations are placed throughout the job-sites.
- Person designated as cleaner on this jobsite is Fisher laborer
- Disposable latex gloves are worn when cleaning or disinfecting the site

- On full cleaning days throughout the week the portable toilets and wash stations cleaned per the below frequency:
 - Toilets receive full cleaning twice a week, handles and surfaces sterilized daily
 - Site office receives full cleaning every Wednesday
- Disposable PPE, paper towels, and similar waste must be deposited in non-touch waste bins.

Social Distancing

Personal Responsibility

- **Distances between all people:** No less than 6' to be maintained at all times. Subcontractor employees will be monitored to ensure social distancing is observed when practical.
 - Do not shake hands or make other direct contact with other staff.
 - Do not share phones. Use of microwaves, water coolers and other similar group equipment for breaks are suspended until further notice.
- **Meal and rest period breaks:** sit 6' apart, stagger lunch breaks to maintain 6' distancing
- **Commuting to and from work:** Avoid public transportation, but if necessary maintain your 6' social distancing and practice personal hygiene procedures. Driving to work, do not carpool as you're unable to apply social distancing unless they are family members living within your household.
- **Coughing or sneezing:** Do not cough or sneeze into your hand; rather, direct coughs and sneezes into the crook of your arm at your elbow; follow established CDC guidelines.
- **Work clothes:** Workers should change work clothes and shoes prior to arriving at home. All clothing should not be shook out. Launder work clothes separate from other laundry.

Project Responsibility – Safety Manager and Superintendents to oversee compliance

- **Site Safety Representative (SSR)**
 - Primary Rep – (Fisher Superintendent)
 - Backup Rep – (Fisher Safety Manager)
 - Backup Rep – (Fisher Laborer Foreman)

- **Tailgate meetings:** Sessions to be scheduled so to allow standing 6' apart. Multiple sessions may be needed.
 - Tailgate safety meetings are held outside, usually 20 or fewer workers.
 - If more than 20 workers, meetings will be staggered.
 - Health Check Assessment forms and signatures of all workers on site will be done at the tailgate meetings.

- **Tools**
 - Limit the use of co-workers' tools and equipment, wipe down before and after use with an alcohol-based wipes.

- **Concerns**

If people on the project are uncomfortable because people are not following the safety procedures, who do they report this to?

 - All concerns regarding compliance with the Covid-19 safety procedures are to be reported to;
 - **Fisher** Site Superintendent
 - **Dan Allen**, Safety Manager

What will happen if people are not following the procedures? Any person who does not comply with Fisher Covid-19 Safety procedure;

- First occurrence will be a verbal warning.
- Second occurrence employee will be removed from the site.

C. *Job Site Personnel/Trades/Visitors*

- The number of visitors to the job site, including the trailer or office, will be limited to only those necessary for the work.

- For work sites where multi-employers share the same work space, inform all employers about each site-specific COVID-19 Construction Field Safety Guideline. Where one contractor enters the space of another contractor, the most stringent guidelines will be followed.

- Assembly point at the start of each day is at the main entrance of the job site.
- All Fisher jobsite personnel, trades and visitors will be screened daily on the job site. If any jobsite personnel leaves and re-enters the work site during the shift then he/she will be re-screened using the Health Check Assessment form. **If any**

person answers “yes” to any of the following questions, he/she will not be permitted to access the jobsite:

- Are you currently experiencing any COVID-19 symptoms, such as fever, coughing and shortness of breath?
- To the best of your knowledge, in the last 24 hours, you have not come into contact with anyone, including a family member, who has tested positive for COVID-19 or is showing symptoms of COVID-19. “Contact” can be described as:
 1. Being within approximately 6 feet a COVID-19 case for a prolonged period of time; close contact can occur while caring for, living with, visiting, or sharing a healthcare waiting area or room with a COVID-19 case or someone who has traveled outside the US in the last 14-days.
 2. Having direct contact with infectious secretions of a COVID-19 case (e.g. being coughed on).

Given the site logistics, the size of the project structure and to ensure 6’ social distancing the health assessments will be completed by;

- Each subcontractor foreman will be screened by the Fisher Representative each day and will be given the Health Assessment questionnaire to screen his trades’ people coming on site that day. If foreman does not pass the screening, Foreman is sent home and Fisher Superintendent will conduct the screenings.
- Each foreman who passes the screening will then observe his workers and ask the health assessment questions for each of his workers. Each worker will sign the daily sign in sheet which will state, ***All Subcontractors signing in on this sheet are confirming that their Subcontractor Representative has reviewed the COVID-19 Daily Healthcare Assessment Questionnaire and has been cleared to proceed to work onsite for the day.***
- Foreman will return sign and affirm on the Healthcare Assessment Questionnaire form, he/she as the; ***Subcontractor Representative signing this COVID-19 Daily Healthcare Assessment is confirming that they have asked each employee of theirs working onsite for the day the COVID-19 Daily Health Assessment questions and have authorized them to proceed with working onsite for the specified day.***

- Foreman to turn in Daily sign in sheets to a Fisher Representative at the trailer upon immediate completion of qualifying their workers onsite.
- A Fisher representative will scan to Fisher compliance manager daily for verification subcontractors have completed the healthcare assessments.
- Site deliveries will be permitted but should be properly coordinated in line with the employer's minimal contact and cleaning protocols. Delivery personnel should remain in their vehicles if at all possible.

D. Personal Protective Equipment and Work Practice Controls

- In addition to regular PPE for workers engaged in various tasks (fall protection, hard hats, hearing protection), employers will also provide:
 - Gloves: Gloves should be worn at all times while on-site. The type of glove worn should be appropriate to the task. If gloves are not typically required for the task, then any type of glove is acceptable, including latex gloves. Employees should avoid sharing gloves.
 - Eye protection: Eye protection should be worn at all times while on-site.
 - **Protective Masks: As of 4.2.2020** Health professionals recommending all persons wear a form of a protective mask to cover nose and mouth. If able to obtain a face mask, or protective device one should be worn at all times while working on the jobsite. **NOTE:** The CDC is currently not recommending that healthy people wear N95 respirators to prevent the spread of COVID-19. Employees should only wear N95 respirators if required by the work and if available.
- If an employee has tested positive for COVID-19, OSHA has indicated that there is typically no need to perform special cleaning or decontamination of work environments, unless those environments are visibly contaminated with blood or other bodily fluids. Notwithstanding this, the Company will clean those areas of the jobsite that a confirmed-positive individual may have come into contact with before employees can access that work space again.
- The Company will ensure that any disinfection shall be conducted using one of the following:

- Common EPA-registered household disinfectant;
 - Alcohol solution with at least 60% alcohol; or

 - Diluted household bleach solutions (these can be used if appropriate for the surface).
- The Company will maintain Safety Data Sheets of all disinfectants used on site.

V. Jobsite Exposure Situations

Employee Exhibiting COVID-19 Symptoms

If an employee exhibits COVID-19 symptoms, the employee must remain at home until he or she is symptom free for 72 hours (3 full days) without the use of fever-reducing or other symptom-altering medicines (e.g., cough suppressants). The Company will similarly require an employee that reports to work with symptoms to return home until they are symptom free for 72 hour (3 full days). To the extent practical, employees are required to obtain a doctor's note clearing them to return to work.

Employee Tests Positive for COVID-19

An employee that tests positive for COVID-19 will be directed to self-quarantine away from work. Employees that test positive and are symptom free may return to work when at least seven (7) days have passed since the date of his or her first positive test, and have not had a subsequent illness. Employees that test positive and are directed to care for themselves at home may return to work when: (1) at least 72 hours (3 full days) have passed since recovery;¹ and (2) at least seven (7) days have passed since symptoms first appeared. Employees that test positive and have been hospitalized may return to work when directed to do so by their medical care provider. The Company will require an employee to provide documentation clearing their return to work.

Employee Has Close Contact with a Tested Positive COVID-19 Individual

¹ Recovery is defined as: (1) resolution of fever with the use of fever-reducing medications; and (2) improvement in respiratory symptoms (e.g., cough, shortness of breath).

Employees that have come into close contact with a confirmed-positive COVID-19 individual (co-worker or otherwise), will be directed to self-quarantine for 14 days from the last date of close contact with the carrier. Close contact is defined as six (6) feet for a prolonged period of time.

If the Company learns that an employee has tested positive, the Company will conduct an investigation into co-workers that may have had close contact with the confirmed-positive employee in the prior 14 days and direct those individuals that have had close contact with the confirmed-positive employee to self-quarantine for 14 days from the last date of close contact with the carrier. If an employee learns that he or she has come into close contact with a confirmed-positive individual outside of the workplace, he/she must alert a manager or supervisor of the close contact and also self-quarantine for 14 days from the last date of close contact with the carrier.

VI. OSHA Recordkeeping

If a confirmed case of COVID-19 is reported, the Company will determine if it meets the criteria for recordability and reportability under OSHA's recordkeeping rule. OSHA requires construction employers to record work-related injuries and illnesses that meet certain severity criteria on the OSHA 300 Log, as well as complete the OSHA Form 301 (or equivalent) upon the occurrence of these injuries. For purposes of COVID-19, OSHA also requires employers to report to OSHA any work-related illness that (1) results in a fatality, or (2) results in the in-patient hospitalization of one or more employee. "In-patient" hospitalization is defined as a formal admission to the in-patient service of a hospital or clinic for care or treatment.

OSHA has made a determination that COVID-19 should *not* be excluded from coverage of the rule – like the common cold or the seasonal flu – and, thus, OSHA is considering it an "illness." However, OSHA has stated that only confirmed cases of COVID-19 should be considered an illness under the rule. Thus, if an employee simply comes to work with symptoms consistent with COVID-19 (but not a confirmed diagnosis), the recordability analysis would not necessarily be triggered at that time.

If an employee has a confirmed case of COVID-19, the Company will conduct an assessment of any workplace exposures to determine if the case is work-related. Work-relatedness is presumed for illnesses that result from events or exposures in the work environment, unless it meets certain exceptions. One of those exceptions is that the illness involves signs or symptoms that surface at work but result solely from a non-work-related event or exposure that occurs *outside* of the work environment. Thus, if an employee develops COVID-19 *solely* from an exposure outside of the work environment, it would not be work-related, and thus not recordable.

The Company's assessment will consider the work environment itself, the type of work performed, risk of person-to-person transmission given the work environment, and other factors such as community spread. Further, if an employee has a confirmed case of COVID-19 that is considered work-related, the Company will report the case to OSHA if it results in a fatality within 30 days or an in-patient hospitalization within 24-hours of the exposure incident occurring.

VII. "Essential" Industry

Several States and localities are issuing orders that prohibit work and travel, except for essential businesses. We have reviewed all applicable Orders and have determined that our operations qualify as essential/critical infrastructure and that we are able to continue to operate under those Orders.

If upon your travel to and from the worksite, you are stopped by State or local authorities, you will be provided a letter that you can show the authorities indicating that you are employed in an "essential" industry and are commuting to and from work.

VIII. Confidentiality/Privacy

Except for circumstances in which the Company is legally required to report workplace occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances. When it is required, the number of persons who will be informed of an employee's condition will be kept at the minimum needed not only to comply with legally-required reporting, but also to assure proper care of the employee and to detect situations where the potential for transmission may increase. A sample notice to employees is attached to this Plan. The Company reserves the right to inform other employees that a co-worker (without disclosing the person's name) has been diagnosed with COVID-19 if the other employees might have been exposed to the disease so the employees may take measures to protect their own health.

IX. General Questions

Given the fast-developing nature of the COVID-19 outbreak, the Company may modify this Plan on a case by case basis. If you have any questions concerning this Plan, please contact **Chris Attard, Director of Human Resources at 650-520-0284.**