



**DEVCON CONSTRUCTION INCORPORATED**  
General Building Contractors

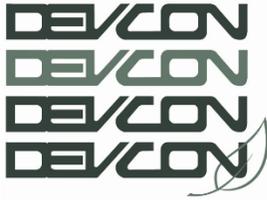
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# COVID – 19

## Exposure Control Plan (ECP)





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## COVID-19 Exposure Control Plan for Construction

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Devcon Construction 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 Devcon / Subcontractor and at all 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. Devcon / Subcontractor may also amend this Plan based on operational needs.

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### I. Responsibilities of Managers and Supervisors

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All managers and supervisors must be familiar with this Plan and be ready to answer questions from employees. Managers and supervisors must always set a good example by following this Plan. 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.

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### II. Responsibilities of Employees / Subcontractors

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We are asking every one of our employees and subcontractors 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, Devcon / Subcontractor has instituted various housekeeping, social distancing, and other best practices at our jobsites. All employees / workers must follow these. Everyone is a partner in insuring 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 Devcon Safety.

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 eyes, nose, or mouth with unwashed 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 be sure to inform Devcon Construction Inc. / Your Supervisor in the usual manner.

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### III. Job Site Protective Measures

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Devcon / Subcontractor has instituted the following protective measures at all jobsites.

A. *General Safety Policies and Rules*

- Any employee/contractor/visitor showing symptoms of COVID-19 will be asked to leave the jobsite and return home.

- Devcon will take the temperature via a “Non-Contact Infrared Body Thermometer” at the beginning of the day / shift. Subcontractors should also check the temperature of their personnel with either own thermometer or they may use ours.
- A mask and gloves are required for the tester.
- Hold the thermometer about 2” from the persons forehead at arm’s length.
- No records will be kept but the temperatures should be done with some privacy in place.
- Anyone with a temp of 100.4 or above shall be told to go home and check with their medical doctor. If tested for the virus they may not return to work without a doctor’s release.
- Safety meetings will be by telephone, if possible. If safety meetings are conducted in-person, attendance will be collected verbally, and the foreman/superintendent will sign-in each attendee. Attendance will not be tracked through passed-around sign-in sheets or mobile devices. During any in-person safety meetings, avoid gathering in groups of more than 10 people and participants must remain at least six (6) feet apart.
- Employees must avoid physical contact with others and direct employees/contractors/visitors to increase personal space to at least six (6) feet. Where work trailers are used, only necessary employees should enter the trailers and all employees should maintain social distancing while inside the trailers.
- All in-person meetings will be limited. To the extent possible, meetings will be conducted by telephone.
- Employees will be encouraged to stagger breaks and lunches, if practicable, to reduce the size of any group at any one time to less than ten (10) people.
- Devcon / Subcontractor understands that due to the nature of our work, access to running water for hand washing may be impracticable. In these situations, Devcon / Subcontractor will provide, if available, alcohol-based hand sanitizers and/or wipes.
- Employees should limit the use of co-worker’s tools and equipment. To the extent tools must be shared, Devcon / Subcontractor will provide disinfectant to clean tools before and after use.
- Employees are encouraged to limit the need for N95 respirator use, by using engineering and work practice controls to minimize dust. Such controls include the use of water delivery and dust collection systems, as well as limiting exposure time.

- Devcon / Subcontractor will divide crews/staff into two (2) groups where possible so that projects can continue working effectively if one of the divided teams is required to quarantine.
- As part of the division of crews/staff, Devcon / Subcontractor will designate employees into dedicated shifts, at which point, employees will remain with their dedicated shift for the remainder of the project. If there is a legitimate reason for an employee to change shifts, Devcon / Subcontractor will have sole discretion in making that alteration.
- Employees shall avoid ride-share. While in vehicle, employees must ensure adequate ventilation.
- If practicable, employees should use/drive the same truck or piece of equipment every shift.
- In lieu of using a common source of drinking water, such as a cooler, employees should use individual water bottles.

*B. Workers entering Occupied Building and Homes*

- When employees perform construction and maintenance activities within occupied homes, office buildings, and other establishments, these work locations present unique hazards with regards to COVID-19 exposures. All such workers should evaluate the specific hazards when determining best practices related to COVID-19.
- During this work, employees must sanitize the work areas upon arrival, throughout the workday, and immediately before departure. Devcon / Subcontractor will provide alcohol-based wipes for this purpose.
- Employees should ask other occupants to keep a personal distance of six (6) feet at a minimum. Workers should wash or sanitize hands immediately before starting and after completing the work.

*C. Job Site Visitors*

- The number of visitors to the job site, including the trailer or office, will be limited to only those necessary for the work.
- All visitors will be screened in advance of arriving on the job site. If the visitor answers “yes” to any of the following questions, he/she should not be permitted to access the jobsite:
  - Have you been confirmed positive for COVID-19?
  - Are you currently experiencing, or recently experienced, any acute respiratory illness symptoms such as fever, cough, or shortness of breath?

- Have you been in close contact with any persons who has been confirmed positive for COVID-19?
- Have you been in close contact with any persons who have traveled and are also exhibiting acute respiratory illness symptoms?
- 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 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 always be worn 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 always be worn while on-site.
  - **NOTE:** The CDC is currently not recommending that healthy people wear N95 respirators to prevent the spread of COVID-19. Employees should wear N95 respirators if required by the work and if available.
- Due to the current shortage of N95 respirators, the following Work Practice Controls should be followed:
  - Keep dust down by using engineering and work practice controls, specifically using water delivery and dust collection systems.
  - Limit exposure time to the extent practicable.
  - Isolate workers in dusty operations by using a containment structure or distance to limit dust exposure to those employees who are conducting the tasks, thereby protecting nonessential workers and bystanders.
- Institute a rigorous housekeeping program to reduce dust levels on the jobsite.

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#### IV. Job Site Cleaning and Disinfecting

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- Devcon / Subcontractor shall institute regular housekeeping practices, which includes cleaning and disinfecting frequently used tools and equipment, and other elements of the work environment, where possible. Employees should regularly do the same in their assigned work areas.
- Jobsite trailers and break/lunchroom areas will be cleaned at least once per day. Employees performing cleaning will be issued proper personal protective equipment (“PPE”), such as nitrile, latex, or vinyl gloves and mask as recommended by the CDC.
- Any trash collected from the jobsite must be changed frequently by someone wearing nitrile, latex, or vinyl gloves.
- Any portable jobsite toilets should be cleaned by the leasing company at least twice per week and disinfected on the inside. Devcon / Subcontractor will ensure that hand sanitizer dispensers, where available, are always filled. Frequently touched items (i.e. door pulls and toilet seats) will be disinfected frequently.
- Stock additional toilet paper as needed.
- A designated worker shall check the facilities each morning or before each shift to assure the cleaning was performed at least twice a week. Check date on cleaning tag.
- Vehicles and equipment/tools should be cleaned at least once per day and before change in operator or rider.
- 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, Devcon / Subcontractor will clean those areas of the jobsite that a confirmed-positive individual may have meet before employees can access that workspace again.
- Devcon / Subcontractor will ensure that any disinfection shall be conducted using one of the following:
  - Common EPA-registered household disinfectant; or
  - Diluted household bleach solutions (these can be used if appropriate for the surface).

- Devcon / Subcontractor will maintain Safety Data Sheets of all disinfectants used on site.

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## V. Jobsite Exposure Response Situations

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- **Employee Exhibiting COVID-19 Symptoms**

- Devcon / Subcontractor will confirm with individual that they should not return to work until a doctor confirms it is safe. Currently, direction is at least 72 hours after the resolution of fever (below 100.4° F [37.8° C]), and respiratory symptoms, including cough, without employing fever-lowering medications or cough suppressants.
- Confirm individual is receiving care they need.
- Confirm areas and people the individual had contact with and during what time.
- Try and determine if the individual knows when they might have been exposed.
- Confirm that individual should not report to work and should self-quarantine to avoid contact with other people as much as possible to keep from spreading illness.
- For employees who have tested positive, communicate all available resources and benefits available to them including that this time off will be considered sick leave and short-term disability for those who become eligible.
- For Trade Partner employees, they should check with their employer and/or union to determine leave benefits.
- If an individual receives notification of a positive diagnosis of COVID-19 while at the project or office, please isolate them in a separate room and provide them a mask to wear. The comfort and the care we show is important to everyone's mindset.

- **Inform People, Client, and Subcontractor Principals**

- In an office, Senior Management is responsible for informing employees. On a project, the Project Superintendent or Project Manager is responsible for informing client and trade partner.
- Considerations when assessing close contact include the duration of exposure (e.g., longer exposure time likely increases exposure risk) and the clinical symptoms of the person with

- COVID-19 (e.g., coughing likely increases exposure risk, as does exposure to a severely ill patient).
- The CDC defines close contact as: Being within approximately 6 feet (2 meters) of a COVID-19 case for a prolonged period of time; close contact can occur while caring for, living with, visiting, or sharing a health care waiting area or room with a COVID-19 case  
– or –
- Having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on).
- Separate & Inform Workers with Close Contact, Provide Direction.
- Devcon / Subcontractor shall inform those who were in close contact, both verbally and in writing, of the situation.
- Keep the identity of the individual with COVID-19 private.
- The Centers for Disease Control and Prevention recommends that these individuals limit public activities.
- People should self-quarantine and work from home until they are symptom free for 14 days from the day they had contact.
- For Trade Partner employees, individuals should check with their employer and/or union to determine leave benefits.

### **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;<sup>1</sup> 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. Devcon / Subcontractor will require an employee to provide documentation clearing their return to work.

<sup>1</sup> 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).

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## VI. OSHA Recordkeeping

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If a confirmed case of COVID-19 is reported, Devcon / Subcontractor 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 decided 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, Devcon / Subcontractor will assess 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, Devcon / Subcontractor 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.

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## VII. “Essential” Industry

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Several States and localities are issuing orders that prohibit work and travel, except for essential businesses. In general, construction work has been deemed essential and Devcon / Subcontractor is committed to continuing operations safely. 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.

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## VIII. Confidentiality/Privacy

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Except for circumstances in which Devcon / Subcontractor 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. Devcon / Subcontractor 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.

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## IX. General Questions

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Given the fast-developing nature of the COVID-19 outbreak, Devcon / Subcontractor may modify this Plan on a case by case basis. If you have any questions concerning this Plan, please contact Devcon Safety.

### **What is COVID-19?**

The novel coronavirus, COVID-19 is one of seven types of known human coronaviruses. COVID-19, like the MERS and SARS coronaviruses, likely evolved from a virus previously found in animals. The remaining known coronaviruses cause a significant percentage of colds in adults and children, and these are not a serious threat for otherwise healthy adults. Patients with confirmed COVID-19 infection have reportedly had mild to severe respiratory illness with symptoms such as fever, cough, and shortness of breath.

### **How is COVID-19 Spread?**

COVID-19, like other viruses, can spread between people. Infected people can spread COVID-19 through their respiratory secretions, especially when they cough or sneeze. According to the CDC, spread from person-to-person is most likely among close contacts (about 6 feet). Person-to-person spread is thought to occur mainly *via* respiratory droplets produced when an infected person coughs or sneezes, like how influenza and other respiratory pathogens spread. There is much more to learn about the transmissibility, severity, and other features associated with COVID-19, and investigations are ongoing.

## **COVID-19 Prevention and Work Practice Controls:**

### Worker Responsibilities

- 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.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Avoid touching your eyes, nose, or mouth with unwashed hands. Avoid close contact with people who are sick.
- Notify your supervisor if you have symptoms (i.e., fever, cough, or shortness of breath) and stay home—DO NOT GO TO WORK.
- Avoid physical contact with others and direct employees/contractors/visitors to increase personal space to at least six (6) feet. Where work trailers are used, only necessary employees should enter the trailers and all employees should maintain social distancing while inside the trailers.
- Avoid ride-sharing. While in vehicle, ensure adequate ventilation.
- If practicable, use/drive the same truck or piece of equipment every shift.
- In lieu of using a common source of drinking water, such as a cooler, use individual water bottles.
- Maintain at least (6) feet of personal space while waiting to enter or exit the project.

### General Job Site Practices

- Clean AND disinfect frequently touched objects and surfaces. Dirty surfaces can be cleaned with soap and water prior to disinfection.
- Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Clean and disinfect frequently used tools and equipment on a regular basis.
- Clean shared spaces such as trailers and break/lunchrooms at least once per day.
- Disinfect shared surfaces (door handles, machinery controls, etc.) on a regular basis.
- Avoid sharing tools with co-workers if it can be avoided. If not, disinfect before and after each use.
- Arrange for any portable job site toilets to be cleaned by the leasing company at least twice per week and disinfected on the inside.
- Any trash collected from the jobsite must be changed frequently by someone wearing gloves.
- In addition to regular PPE for workers engaged in various tasks (fall protection, hard hats, hearing protection), employers will also provide:
  - Gloves: Gloves should always be worn 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. Gloves should not be shared.
  - Eye protection: Eye protection should always be worn while on-site.



Devcon Construction, Inc.

Special Supplement 1 March 17, 2020

# Coronavirus or COVID-19

Coronavirus (or more accurately, COVID-19) is affecting all of us, either directly or indirectly. Although there is no vaccine available yet, there are steps you can take that will reduce the likelihood that you will get the virus. Your actions can also have an impact on the health of your co-workers, your family, and your community.

Just like you need to understand typical jobsite hazards like power tools or heavy equipment, you need to understand how COVID-19 creates a hazard for you. Current research indicates that COVID-19 spreads in two primary ways:

- when you're close to an infected person {within about six feet), and
- when tiny droplets from an infected person's cough or sneeze get into your mouth, nose, or eyes. Keep in mind that these droplets are tiny, often invisible, and you can't feel them.

How can you protect yourself? Here are three actions you can take to reduce the likelihood that you'll get infected:

- 1) Keep your distance. Try to stay about six feet away from anyone who's sick. If there are cases of COVID-19 spreading in your community, try to stay at least six feet away from most people. When you can, stay home; that will keep you away from people who could be infected even if they don't have any symptoms yet.
- 2) Clean your hands often. The best way to clean your hands is to wash them with soap and water for 20 seconds. If you can't wash, rub a hand

sanitizer that contains at least 60% alcohol over all the surfaces of your hands until they are dry.

- 3) Avoid touching your eyes, nose, and mouth with unwashed hands. Be mindful about keeping your hands away from your face.

How can you protect others? Even if you haven't been exposed to the virus, the actions you take to slow its spread can help protect your family, co-workers, friends, and the elderly or vulnerable folks in your community. When we slow the spread, fewer people will become sick at any given time. This delay makes it possible for our healthcare system to take good care of everyone. Here's what you can do:

- 1) Cover coughs and sneezes with a tissue. Then throw out the tissue and wash your hands. If you don't have a tissue, cough into the inside of your elbow; make sure your mouth and nose are close to your elbow.
- 2) Clean and disinfect. Use a disinfecting wipe or spray and wipe down door handles, sink and toilet handles, shared tools, phones, etc.
- 3) Stay home if you're sick. If you think you've been exposed to COVID-19, or if you have symptoms of the virus, call your healthcare provider. He or she will be able to give you specific and up-to-date information on what to do in your community.

### SAFETY REMINDER

Social distancing is a good way to stay healthy.

### NOTES:

SPECIAL TOPICS /EMPLOYEE SAFETY RECOMMENDATIONS/NOTES.

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S.A.F.E. CARDS \* PLANNED FOR THIS WEEK.

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REVIEWED SDS /

### MEETING DOCUMENTATION:

JOB NAME.

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MEETING DATE.

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SUPERVISOR

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ATTENDEES'

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*These Instructions do not supersede local, state, or federal regulations*

## Safely Shutting Down a Construction Project

If required to shut down a construction project, there are several basic steps that should be taken to minimize risks of loss to the Contractor, the Owner, and the partially completed project. Risks associated with suspension of work can be classified into two categories, (1) liability and property risks, and (2) project execution risks. Liability risks associated with a vacant project site include “attractive nuisance” exposures and Environmental exposures such as groundwater contamination, erosion, and storm water management. Property exposures include vandalism, theft, arson as well as weather-related damage. Project Execution Risks are exposures related to re-opening the site and re-starting the work.

The following checklist contains suggested actions that can be taken to minimize the exposures to property and liability losses during the shutdown. Preventing damage to the project will save time and money when work resumes.

Action	Date Completed
Review site security, inspect project fencing (hoarding) and gates, repair any openings and verify the integrity of perimeter security measures.	
Arrange for on-site security guards or periodic security patrols.	
Notify the local Police Department that the project will be inactive.	
Notify the local Fire Department that the project will be inactive and advise them of the status of the Fire Sprinkler system and if there are any combustible materials that will remain stored at the site.	
Inspect the SWPPP (Storm Water Pollution Prevention Plan) protection measures, correct all deficiencies and document the conditions. Arrange for periodic inspection and maintenance during the cessation in accordance with local ordinances and building codes to avoid civil penalties.	
<p>If the project has an open excavation with a Support of Excavation (SOE) system installed, the SOE and site conditions surrounding the excavation should be carefully inspected:</p> <ul style="list-style-type: none"> <li>· Ensure site grading deflects water away from the excavation and top of the shoring system. If grading can't be used to protect the edge of the excavation, install impervious ground cover (tarps, plastic sheeting, lean concrete, etc.) to prevent water from eroding the fill behind the shoring.</li> <li>· Arrange for periodic surveys (monitoring) of the shoring to check for movement to continue during the cessation of work.</li> <li>· Ensure that dewatering systems, sump pumps and discharge hoses/piping are clear and secured in place, so removal of accumulated water continues. Consult with local AHJs and the Owner to determine what must be done to maintain operation of the pumps. Consider power supply and mechanical breakdown when establishing periodic inspections and maintenance.</li> </ul>	

Action	Date Completed
If the project has dewatering systems or sump pumps to protect the site from inundation, consult with local AHJs (Authorities Having Jurisdiction) and the Owner to determine what must be done to maintain operation of the pumps. Consider power supply and mechanical breakdown when establishing periodic inspections and maintenance.	
Ensure that all retaining walls or partially completed retaining walls are stable (or are adequately braced) and have adequate drainage to prevent subsidence and/or collapse.	
If the building is partially complete and can be secured, temporarily enclose and secure all openings at ground-level to prevent unauthorized access to the building	
If the building enclosure is partially complete, coordinate with trade contractors to conduct a detailed survey of the cladding systems to verify they are securely attached to the structure and will be able to withstand storms (wind and rain). Cladding systems (curtainwall, aluminum windows (storefront), precast concrete, insulated metal panels) and assemblies may not provide 100% of their rated strength or wind-speed resistance if they are only partially completed. Determine if additional bracing should be installed to prevent damage to completed work.	
Identify any installed equipment or materials that could be damaged by exposure to weather or by intruders. Follow manufacturer guidelines for protection and storage. Relocate or remove these items if possible. Make sure materials and storage locations do not create or present fire risks.	
Exposure to weather and water damage will largely depend on the type of structure, status of construction, and progress towards enclosure. If the building envelope is still open to the weather, it will not be feasible to prevent water intrusion. However, actions can be taken to minimize the migration of water within the building: <ul style="list-style-type: none"> <li>· Install temporary flashing or curbs around shafts and openings on elevated floor decks exposed to rain to limit migration to lower floors.</li> <li>· Installing a temporary roof on the floor just above the progress of interior work is an effective control to shed water out of the building. This can be a simple single-ply membrane adhered to the floor and covers over shafts and openings. Make sure the membrane is pitched to the exterior, so it drains to the outside.</li> <li>· If the structure is complete, or near completion, make sure the roof deck can drain. If the permanent roof drains are installed, make sure that strainers or wire mesh are installed to prevent debris from clogging the drains. If roof drain piping is not yet installed, consider fabricating temporary drain leaders from PVC pipe and route them to the exterior so they project out past the edge of the floor slab.</li> </ul>	
Trade subcontractors should remove all their stored material, tools and equipment from the building. If the material has already been billed and title has transferred to the project, or if removal is not practical, consider bringing storage containers or trailers on-site to provide secure and protected storage. At a minimum, all flammable and explosive materials must be removed from the site and stored properly.	
High-value construction materials (copper pipe, electrical wiring, etc.) should be removed from the site or stored out of site in locked storage containers to reduce the exposure to theft.	

Action	Date Completed
All loose material, trash, and debris should be removed from all floors of the building to prevent items from becoming airborne projectiles in high winds.	
Have all dumpsters emptied and removed from the site.	
Take down and secure all job-built ladders from between floors to prevent unauthorized access and injury claims.	
Ensure that all perimeter hand rails and/or cabling is secured and in good condition.	
Determine whether construction equipment (cranes, hoists, concrete pumps, earth moving equipment, compactors, portable generators, etc.) at the site will stay in place or be returned to the yard. Small, portable equipment and tools should be stored in a secured location (storage box or interior room). Empty gas tanks to prevent fire risk. Follow the manufacturer's guidelines for preparing and storing idle equipment.	
Consider whether building systems (HVAC, Domestic Water, Fire Sprinkler) should be drained.	
Consider whether temporary structures (scaffold, stair towers, debris netting, fall protection) should be taken down. Verify that any temporary structure to remain is adequately braced, tied off, and anchored to prevent collapse.	
Ensure that all free-standing walls have adequate bracing to withstand potential wind loads to prevent collapse (overturning).	
De-energize and lock-out temporary and/or permanent power supply. (Note that if the Fire Sprinkler system is already active and includes a fire pump, that power supply must be maintained. Coordinate with the Electrical Contractor to shut down power to the rest of the building.)	
Shut off and lock-out the main water supply valve. (Note that if the Fire Sprinkler system is already active, this water supply must be maintained. Coordinate with the Plumbing Contractor to shut off water to the rest of the building).	
Conduct a thorough inspection of the project and site to document existing conditions (video, photos and narrative) and ensure all shut down tasks are complete.	
The contractor and/or owner should establish a team to conduct periodic inspections of the site during the cessation of work to monitor conditions, maintain operating systems (sump pumps) and make minor repairs as needed to keep temporary enclosures and drains in good condition.	

## FOLLOW THE STEPS BELOW: **If you are sick with COVID-19 or think you might have it, follow the steps below to help protect other people in your home and community.**

### Stay home except to get medical care

- **Stay home:** People who are mildly ill with COVID-19 are able to recover at home. Do not leave, except to get medical care. Do not visit public areas.
- **Stay in touch with your doctor.** Call before you get medical care. Be sure to get care if you feel worse or you think it is an emergency.
- **Avoid public transportation:** Avoid using public transportation, ride-sharing, or taxis.



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### Separate yourself from other people in your home, this is known as home isolation

- **Stay away from others:** As much as possible, you should stay in a specific “sick room” and away from other people in your home. Use a separate bathroom, if available.
- **Limit contact with pets & animals:** You should restrict contact with pets and other animals, just like you would around other people.
  - Although there have not been reports of pets or other animals becoming sick with COVID-19, it is still recommended that people with the virus limit contact with animals until more information is known.
  - When possible, have another member of your household care for your animals while you are sick with COVID-19. If you must care for your pet or be around animals while you are sick, wash your hands before and after you interact with them. See COVID-19 and Animals for more information.



### Call ahead before visiting your doctor

- **Call ahead:** If you have a medical appointment, call your doctor’s office or emergency department, and tell them you have or may have COVID-19. This will help the office protect themselves and other patients.



### Wear a facemask if you are sick

- **If you are sick:** You should wear a facemask when you are around other people and before you enter a healthcare provider's office.
- **If you are caring for others:** If the person who is sick is not able to wear a facemask (for example, because it causes trouble breathing), then people who live in the home should stay in a different room. When caregivers enter the room of the sick person, they should wear a facemask. Visitors, other than caregivers, are not recommended.



### Cover your coughs and sneezes

- **Cover:** Cover your mouth and nose with a tissue when you cough or sneeze.
- **Dispose:** Throw used tissues in a lined trash can.
- **Wash hands:** Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



### Clean your hands often

- **Wash hands:** Wash your hands often with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- **Hand sanitizer:** If soap and water are not available, use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- **Soap and water:** Soap and water are the best option, especially if hands are visibly dirty.
- **Avoid touching:** Avoid touching your eyes, nose, and mouth with unwashed hands.



### Avoid sharing personal household items

- **Do not share:** Do not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home.



**[cdc.gov/COVID19](https://www.cdc.gov/COVID19)**

- **Wash thoroughly after use:** After using these items, wash them thoroughly with soap and water or put in the dishwasher.

### Clean all “high-touch” surfaces everyday

Clean high-touch surfaces in your isolation area (“sick room” and bathroom) every day; let a caregiver clean and disinfect high-touch surfaces in other areas of the home.



- **Clean and disinfect:** Routinely clean high-touch surfaces in your “sick room” and bathroom. Let someone else clean and disinfect surfaces in common areas, but not your bedroom and bathroom.
  - If a caregiver or other person needs to clean and disinfect a sick person’s bedroom or bathroom, they should do so on an as-needed basis. The caregiver/other person should wear a mask and wait as long as possible after the sick person has used the bathroom.
- High-touch surfaces include phones, remote controls, counters, tabletops, doorknobs, bathroom fixtures, toilets, keyboards, tablets, and bedside tables.
- **Clean and disinfect areas that may have blood, stool, or body fluids on them.**
- **Household cleaners and disinfectants:** Clean the area or item with soap and water or another detergent if it is dirty. Then, use a household disinfectant.
  - Be sure to follow the instructions on the label to ensure safe and effective use of the product. Many products recommend keeping the surface wet for several minutes to ensure germs are killed. Many also recommend precautions such as wearing gloves and making sure you have good ventilation during use of the product.
  - Most EPA-registered household disinfectants should be effective. A full list of disinfectants can be found [here](#) external icon.

### Monitor your symptoms

- **Seek medical attention, but call first:** Seek medical care right away if your illness is worsening (for example, if you have difficulty breathing).
  - **Call your doctor before going in:** Before going to the doctor’s office or emergency room, call ahead and tell them your symptoms. They will tell you what to do.
- **Wear a facemask:** If possible, put on a facemask before you enter the building. If you can’t put on a facemask, try to keep a safe distance from other people (at least 6 feet away). This will help protect the people in the office or waiting room.
- **Follow care instructions from your healthcare provider and local health department:** Your local health authorities will give instructions on checking your symptoms and reporting information.



If you develop **emergency warning signs** for COVID-19 get **medical attention immediately**.

Emergency warning signs include\*:

- Difficulty breathing or shortness of breath
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face

\*This list is not all inclusive. Please consult your medical provider for any other symptoms that are severe or concerning.

**Call 911 if you have a medical emergency:** If you have a medical emergency and need to call 911, notify the operator that you have or think you might have, COVID-19. If possible, put on a facemask before medical help arrives.

### How to discontinue home isolation

- People **with COVID-19 who have stayed home (home isolated)** can stop home isolation under the following conditions:
  - **If you will not have a test** to determine if you are still contagious, you can leave home 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 of 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
  - **If you will be tested** to determine if you are still contagious, you can leave home after these three things have happened:
    - § You no longer have a fever (without the use of medicine that reduces fevers)
    - AND
    - § other symptoms have improved (for example, when your cough or shortness of breath have improved) AND
    - § you received two negative tests in a row, 24 hours apart. Your doctor will follow CDC guidelines.



**In all cases, follow the guidance of your healthcare provider and local health department.** The decision to stop home isolation should be made in consultation with your healthcare provider and state and local health departments. Local decisions depend on local circumstances.

More information is available [here](#).

Additional information for healthcare providers: [Interim Healthcare Infection Prevention and Control Recommendations for Persons Under Investigation for 2019 Novel Coronavirus](#).