

SITE ACTION PLAN: COVID-19 (CORONAVIRUS)

As with any crisis such as an outbreak, accurate, timely, clear and concise information is critical to addressing and managing the situation effectively. With that in mind, BIG Construction created this document to provide the most vital information on the current outbreak.

CDC RESOURCES:

Coronavirus Summary

www.cdc.gov/coronavirus/2019-ncov/summary.html

Travel Notices

www.cdc.gov/coronavirus/2019-ncov/travelers/index.html

Signs and Symptoms

www.cdc.gov/coronavirus/2019-ncov/about/symptoms.html

BEST PRACTICES:

- Practice enhanced hygiene. Wash your hands regularly throughout the day or use hand sanitizer.
- Limit in-person meeting and gathering; use conferencing capabilities whenever possible.
- If you are sick with a fever, notify your supervisor immediately, follow the guidelines for being tested, and **STAY HOME**.
- Refrain from all handshaking and practice social distancing – attempt to maintain at least 6’ of distance between yourself and other people.
- Cover your mouth and nose with a tissue or your arm when coughing or sneezing, then throw the tissue in the trash (preferably a container with a lid).
- Keep your handheld devices, such as phone and tablets, clean by wiping them regularly with disinfectant wipes.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- If you travel or plan to travel to any of the international locations on the [COVID-19 risk list](#), please contact human resources before returning to the office or jobsite.
- If you work at a project site that is affected by COVID-19, please notify your supervisor immediately.

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PROJECT JOBSITE GUIDANCE:

Construction sites present a unique working environment. BIG projects are in many different environments. With that in mind, the following information is intended to convey our plan to prevent and respond to the situation and address questions related to COVID-19 to date. This is a living document; new information will be added as it is vetted and made available.

BIG employees who are working on a jobsite are directed to follow these additional precautionary measures:

- Whenever possible, do not enter through common entrances in occupied buildings, use a separate contractor entrance.
- Stay within our designated construction areas to limit our workers' exposure to building occupants.
 - Refrain from using public cafeterias within the facility you are working in and from communal eating in general.
- Ensure that handwashing facilities are available and stocked with soap and water. Post information about proper handwashing guidelines from the CDC in a prominent place near those handwashing stations.
- Set up disinfectant stations in high-use areas with disinfectant wipes, sprays and hand sanitizer.
- Subcontractors are responsible for their equipment.
- Wipe down and disinfect all commonly used surfaces daily. This includes meeting/lunch tables, data kiosks, keyboards, printers, desks and phones.
- Do not share Personal Protective Equipment (PPE)
 - Hard hats, safety glasses and gloves should be considered disposable. Once taken out of the packaging, they belong to that person and may not be shared.
- If you feel more comfortable wearing a face mask, feel free to do so. However, BIG is not providing face masks for this purpose currently. The CDC has stated that masks are more appropriate for individuals who are sick rather than for those who are well.
- Limit visitors to the project site to only those essential for the project's progress.
- Meetings with workers, such as foreman meetings, will be conducted in open area, with a 6' distance being maintained.
- Teams will conduct all OAC jobsite and trade contractor coordination meetings through videoconferencing and telecommunications.

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EXPOSURE PLANS:

Sick or Exhibiting Symptoms

- STAY HOME, except for seeking medical attention.
- Anyone who becomes sick with an acute respiratory illness suspected to be COVID-19 should wear a mask and seek the appropriate medical attention.
- Trade contractors should immediately notify their BIG field supervisor if anyone on their team becomes sick with a respiratory illness suspected to be COVID-19.
- If someone is showing symptoms of an acute respiratory illness that could be COVID-19, they should stay home and not come to work until they are free of fever (100.4 degrees or greater using a thermometer), signs of a fever, and any other symptoms as set forth below:
 - People who have home isolated and have not been tested and diagnosed positive for COVID-19 may return to work after the following three things have happened:
 - No fever for 72 hours without the use of medicine that reduces fevers
AND
 - Other symptoms, such as coughing and shortness of breath, are gone
AND
 - 7 days have passed since your symptoms first appeared.
- The CDC currently recommends the following guidelines for those exhibiting symptoms:
 - Stay in a specific room and away from others in the home, as much as possible.
 - Utilize a separate bathroom, if available.
 - Restrict contact with pets, as the virus' interaction with animals is not yet fully understood.
 - Call ahead before seeking medical attention so that they can take precautions to prevent potential spread.
 - If public interaction is required (e.g. healthcare visit), wear a facemask if it is available and if you do not have health conditions preventing its use.

Confirmed Case of COVID-19

- Inform the field supervisor immediately. Trade contractors must report to their BIG field supervisor any team member who tests positive for COVID-19, or who has been exposed to an individual who test positive within the past two weeks of working on a BIG project.
- Any team member who tests positive for COVID-19, or who has been exposed to an individual who tests positive, will be required to follow CDC's guidance related to self-quarantine. They will need to provide a physician's release to return to work on a BIG project. If a physician's note is not available, the worker may return once the following requirements have been met:
 - You no longer have a fever without the use of medicine that reduces fevers
AND
 - Other symptoms, such as coughing and shortness of breath, are gone
AND
 - You have received two negative test in a row, 24 hours apart.

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- If necessary, management on each jobsite will document the number of employees in quarantine and will facilitate their return to the jobsite.

Infected Family Member

Refer to the CDC's home care guidelines and consult with your healthcare professional for further guidance: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-home-care.html>

Possible Compromised Project Site

- Determine work location of potentially infected individual on our project and close off that area.
- Investigate and document the timeframe of when the individual(s) exhibited symptoms and other locations they may have been during that timeframe.
- The BIG field supervisor will notify the project manager and John Wilson and share details of the potential compromise.
- The client, building management and affected trade contractors will be notified by the project executive or division leader.
- After investigation, BIG Management will review CDC decontamination guidelines to determine the next steps for cleaning/disinfecting the project site and implement those procedures.

STAY INFORMED

This is a rapidly evolving situation. As such, this document is only intended as a guideline given the information currently available. Please reach out to John Wilson or Chris Eby if you need further help or guidance with preparing your project.

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FREQUENTLY ASKED QUESTIONS

A subcontractor told me one of their workers had a fever and went home. What should I do?

Inform John Wilson and research where that worker has recently been working on your site. Take note of what other workers/subcontractors were in their vicinity. As the employee's supervisor to inform you immediately with the results, if that individual submits to a COVID-19 test. If no test is administered, ensure the symptom free requirements listed earlier are met.

I heard a subcontractor employee say that their spouse had a fever and cough. Should I remove that person from the project?

No. You should advise that person that their spouse should be seeking guidance from a healthcare professional, and monitoring their condition closely, but do not remove that person.

That same subcontractor employee just told me that their spouse's test came back positive for COVID-19. What should I do?

That person should be removed from the project. Inform John Wilson immediately and take note of where that person has been working on your site. They must then provide a doctor's clearance to return to the site, or verify that they've met the CDC's requirements listed earlier in this document. The decision to shutdown and clean/disinfect the site will be made on a project-specific basis.

I saw a person coughing numerous times and blowing his nose a lot. What should I do?

This person is exhibiting symptoms, and should be asked to leave until it's verified that they are fever free and do not have COVID-19. Refer to the earlier guidelines for when it's okay to return to the site.

A person on site told me that the CDC says gathering of more than 10 people have been banned and that construction sites should be closed. Is that true?

The CDC has advised that social gatherings of 10 or more people should be avoided. Workplaces are not considered social gatherings. If a subcontractor employee wishes to go home, that is their right. They should advise their supervisor and go home.