

Coronavirus (Covid-19) Disease and Prevention Measures

Short description

This section provides Guidance for Disease and Prevention measures of the Coronavirus (COVID-19), covers all Centennial facilities and project sites.

Example

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Example

1 Objective and area of application

The objective of this procedure is to identify the requirements for Centennial employees and subcontractors working in facilities or on project sites to control the conditions and factors that could lead to workplace exposure of the Coronavirus COVID-19. This involves performing an assessment to identify activities that could lead to potential adverse effects to the health of employees, subcontractors or other affected personnel in the workplace that could lead to the exposure to COVID-19. This procedure provides the basic framework for the requirements of the following elements:

- Disinfection of work areas
- COVID-19 Jobsite postings
- COVID-19 prevention
- COVID-19 suspected infection
- COVID-19 return to work

This procedure applies to all Centennial:

- Construction project sites
- Permanent office facilities
- Temporary office facilities

2 Superior and additional applicable documents

This section applies to all Centennial employees and subcontractors who are performing work in Centennial facilities and project sites. There may be more stringent requirements than this section as defined by specific State, local or contract specific requirements. If there is a conflict between this section and other applicable regulations, the more stringent will apply.

3 Definitions

The following definitions of terms are important for an understanding of this section.

Term	Definition
Centennial	All Centennial employees, joint venture employees, subcontractors and business partners
Disinfection	All activities related to the cleanliness/ Disinfection of facilities, project sites,
HSEQ	Health, Safety, Environment and Quality
COVID-19	Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus

4 COVID-19 Controls and Protocol

4.1 Disinfection of work areas

Centennial facilities and project sites shall be kept as clean as possible, taking into consideration the nature of the work. Routine cleanings to be performed at Centennial offices and jobsite offices per the CDC Guidelines. All portable toilets will have wash stations or in the immediate area.

4.2 COVID-19 jobsite postings

Posters that encourage proper personal hygiene and behaviors to stop the spread of germs will be posted at the project construction trailer and or on the HSEQ Job site posting board.

4.3 COVID -19 prevention

Centennial employees must not report to work if they are exhibiting any symptoms of COVID-19, the illness caused by the novel Coronavirus. The list of symptoms can be found on the CDC's website and include fever, coughing, and shortness of breath

(<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>).

Centennial requires each of its subcontractors to ensure their employees are not reporting to work if they are exhibiting any symptoms of COVID-19, the illness caused by the novel Coronavirus.

The site safety orientation for all craft personnel and supervisors on the project will include a review of the COVID-19 Response Plan and Protocols.

Posters encouraging proper personal hygiene and behavior to stop the spread of germs will be posted at jobsite trailer or on the jobsite posting board.

Centennial's employees and employees of its subcontractors must always use good hygiene on site and in the office. Everyone must cover coughs and sneezes with a tissue, then throw the tissue in the trash. If tissues are not available, workers and employees may not cough or sneeze into their hands, but instead into their elbows

All employees and workers must wash hands often with soap and water for at least twenty (20) seconds, especially after going to the bathroom, before eating, and after blowing their nose, coughing, or sneezing. If soap and water are not available, use hand sanitizer that contains at least sixty percent (60%) alcohol.

Workers must always use hand protection and safety glasses. This will help workers to avoid touching their eyes, nose, and mouth with unwashed hands.

All workers on Centennial project sites must practice social distancing to the extent possible. Social distancing means putting space (approximately 6-feet) between yourself and others. Crews shall be limited to 10 workers within the work area. Contact closer than 6 feet should be minimized to the shortest duration possible. Handshakes and high fives are prohibited. Toolbox talks and safety briefings shall be conducted with adequate spacing between participants.

All on site and progress meetings have the option for Teleconference to allow remote participation.

Centennial crews will not work in areas with other personnel unless it is approved

Any domestic business travel (travel beyond 100 miles from the home office) must be approved by the President and CFO of the company. Only critical business travel will be approved.

Employees and the employees of Centennial's subcontractors are required to comply with clients' requirements to disclose travel. Travel to certain areas may preclude admittance to a client's facility

Centennial works in a number of healthcare facilities and in other locations where the health and wellbeing of the end users is critical. In those locations, Centennial's employees and the employees of Centennial's subcontractors may be subject to additional screenings upon arriving to work. Those screenings may include limited physical examinations and health questionnaires. Anyone not cooperating fully and honestly will be removed from the project site.

4.4 If a Centennial or subcontractor employee that has been on the project site is suspected or is confirmed as a positive case for COVID-19 our response is as follows:

Notify the client representative

Cooperate with local medical authorities and grant the access to the site and to other onsite personnel for interviews. If there are indications that the impacted worker was infected in the workplace and there is a confirmed positive case, enter the required OSHA recordable report on the appropriate company's OSHA 300 Log.

Assess who amongst the other individuals on site may have come into close contact with the individual in question and ask them to follow CDC guidance, including entering self-quarantine as necessary.

Clean permanent features of work, tools, etc. And any other surface that the impacted worker may have touched as per the CDC Guidelines for COVID-19 disinfection

Retrain all employees on social distancing, constant cleanliness, respiratory hygiene, and the need to remain home if sick or exhibiting any symptoms of COVID-19.

4.5 COVID -19 worker exposure- return to work requirements General instructions for returning to work after illness or ordered quarantine

Employees with COVID-19 will not return to work until the criteria to discontinue home isolation are met, in consultation with health care providers and state and local health departments. Whether an employee is directly affected by COVID -19 or has a sick Family member at home with COVID-19, that employee must notify their supervisor and Human Resources

4.6 Jobsite posting

STOP THE SPREAD OF GERMS AT WORK



● **COVER YOUR MOUTH AND NOSE WHEN YOU SNEEZE OR COUGH.**

Cough or sneeze into a tissue and then throw it away; use your arm or sleeve to cover if you do not have a tissue.

● **CLEAN YOUR HANDS OFTEN.**

Wash your hands with soap and water, vigorously rubbing together front and back for 20 seconds. Or use alcohol-based hand sanitizers, rubbing hands until they are dry.



● **CLEAN SHARED SURFACES AND EQUIPMENT OFTEN.**

Use disinfectants to clean commonly touched items such as doorknobs, faucet handles, copy machines, coffee pot handles, desktops, handrails, microwave buttons, keyboards, and elevator buttons. Germs travel fast with multiple hands touching shared surfaces.

● **AVOID TOUCHING YOUR EYES, NOSE OR MOUTH.**

Germs need an entry point, and the average adult touches his or her face once every three or four minutes. Keep hand sanitizer at your desk to use after meetings or before grabbing one of those doughnuts from the breakroom.



● **STAY HOME WHEN YOU ARE SICK AND CHECK WITH A HEALTH CARE PROVIDER WHEN NEEDED.**

When you are sick or have flu symptoms, stay home, get plenty of rest and check with a health care provider as needed.