

1.0 General

The health and safety of all Clark Builders employees, trade partners and other workers on our worksites continues to be our top priority. In response to the current pandemic situation, we require all worksites and offices to develop a Site Specific Pandemic Preparedness Plan based on the criteria below in order to reduce the risk of contracting or spreading Coronavirus (COVID-19).

2.0 Definitions

COVID-19: Coronaviruses are a large family of viruses that cause illness ranging from the common cold to more severe diseases. COVID-19 is the disease caused by a coronavirus that had not been previously identified in humans.

(<https://www.who.int/health-topics/coronavirus>)

Close Contact: To have been in close contact you have been:

- i. within 6 feet (less than 2 meters) of an infected person for 15 minutes or more of cumulative contact starting from 2 days (48 hours) before illness/symptom onset or 2 days (48 hours) prior to a positive specimen collection;
- ii. having direct contact with infectious secretions of a COVID-19 infected person (e.g., cough or sneeze); or
- iii. caring for or living with a COVID-19 positive case.

Self-Isolation: To separate yourself from others and stay home, with the purpose of preventing the spread of the virus in your community, including those within your home. Stay at home and monitor yourself for symptoms in the event you become symptomatic or because you are exhibiting symptoms, and avoid contact with other people. If you are ill, you should be separated from others in your household to the greatest extent possible. (<https://www.canada.ca/en/public-health/services/publications/diseases-conditions/self-monitoring-self-isolation-isolation-for-covid-19.html>)

3.0 Scope

This Guidance Document is intended to provide worksite Operational Supervisors and HSE Professionals clear expectations on the measures to be taken in reducing the risk of contracting or spreading COVID-19.

4.0 Site Specific Pandemic Preparedness Planning

4.1 COVID-19 Recognized as a Hazard in the Workplace

- Occupational Health and Safety legislation requires employers to protect the health and safety of workers at the work site and others at or around the work site. This includes performing a hazard assessment to identify existing and potential workplace hazards. The hazard assessment must include the potential for hazards related to the COVID-19 virus and affected workers must be involved with the assessment.
- Factors to consider when assessing the potential hazards from COVID-19 include:
 - any orders of the Chief Medical Officer of Health that are applicable to the workplace
 - potential active cases or symptomatic workers at your work site
 - presence of persons with health vulnerabilities
 - interactions with other workers or the public
 - type of work or activities performed
 - how other hazards and controls at the work site might affect COVID-19 controls
- Projects must ensure that the COVID-19 virus is recognized as a hazard in the workplace using the three hazard recognition and control tools; the Construction Hazard Assessment (CHA), the Job Hazard Assessment (JHA), and the Pre-Tasks Analysis (PTA). Based on the potential for COVID-19 hazards at the work site, hazards that cannot be eliminated must be controlled using **the hierarchy of controls**.

4.2 Provide access to hand washing or hand sanitizing stations

- Where running water is available, additional sinks with hot and cold running water, soap, paper towels and trash bins should be available outside of breakrooms, trailers, and bathrooms.
- It is recommended to have two Hand Wash Stations per project and additional stations when the workforce exceeds 100 (Ratio 1:40, adjust if necessary based on usage).

- Permanent plumbed sinks should be the first choice. Note: If you have access to permanent facilities on the project, then no additional hand-wash stations are required but please keep this area stocked with hand soap and one-time use paper towels. Also, maintain a regular cleaning of these facilities.
- If hand washing stations are not available, hand sanitizer is the next best option. Use an alcohol-based hand sanitizer with at least 60% alcohol. Hand sanitizer should also be available in common areas.
- Northstar Equipment Rentals has established supply chain measures for all CBGOC construction sites and office locations. All COVID related supplies can be ordered through purchasing@northstar.rentals

4.3 **Cleaning and disinfecting requirements for frequently touched objects and surfaces**

- Increase the cleaning frequency of common areas on the project. Surfaces can be cleaned using a regular household cleaning spray or wipe.
- All cleaning plans must meet the cleaning and disinfecting of public spaces recommendations of the PHAC which can be found here: <https://www.canada.ca/en/public-health/services/publications/diseases-conditions/cleaning-disinfecting-public-spaces.html>
- Know and follow the directions of your disinfecting cleaning materials.
- Areas to consider include: break/lunch areas, lunch tables, microwaves, coffee machines, turnstiles, handrails, doorknobs, bathrooms, commonly used equipment such as hoist, telephones, computer equipment, coffee machines and vending machines, and all common areas.
- Increase cleanings of temporary restroom(s) and ensure that these restrooms also have hand sanitizer available.
- Have a supply of surface disinfectant, Clorox wipes (or similar), Hand Soap and Hand Sanitizer available.

4.4 **COVID-19 Exposure reduction strategies for employees**

- Remind everyone is required to stay home when they are sick. The **CBGOC COVID-19 Travel and Exposure Policy** covers additional information around travel, potential exposures and confirmed case expectations.
- Implement the **COVID-19 Health Check Questionnaire**:
 - COVID Health Check Questionnaire must be completed by each worker every day.
 - IF any worker answers yes to any of the questions, they not to access the site, are required to contact their Supervisor for further direction and may not be permitted on the site.
- Implement mandatory face coverings for interior environments where required by provincial, municipal, or client requirements. Refer workers to guidelines for non-medical grade face coverings as outlined in the **CBGOC Safety Bulletin – Using Face Coverings To Prevent The Spread of COVID-19** (issued Apr 7, 2020) which includes the proper handling of face coverings to avoid the spread of infection.

4.5 **Contractual Considerations**

- It is imperative that we manage our rights as well as those of our Clients and Trade Partners as outlined in Prime Contracts and Subcontract Agreements.
- Ensure all project management staff does a review of all delay provisions outlined in their Contracts and immediately prepare for the appropriate next steps such as formal notice to our Clients.
- Our standard Subcontracts allow for provisions to our Trade Partners. As such, if we receive a notification from a Trade Partner it also needs to trigger the notification noted above as a flow through.

4.6 **Supply Chain Audit**

- Complete a supply chain audit to identify potential risk, determine the impact and identify mitigation strategies for supply chain interruption including but not limited to the following:
 - Possible shortages of raw materials
 - Possible shortages of finished products
 - Cost escalation of products or materials
 - Any vulnerabilities to the supply chain
 - Changes to delivery services or procedures
- Timely notification of potential disruptions are typically defined in our Contracts so please become familiar with notification periods as soon as possible.

4.8 **Exposure Emergency Response Planning**

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- Determine specific response requirements for the worksite according to the **CBGOC COVID-19 Exposure Emergency Response Plan** in the event a person who was present at the worksite in the past 14 days has tested positive for COVID-19.

4.9 Client or Building Specific Requirements

- Where applicable, each CBGOC construction site or office location must also adhere to building or client COVID prevention and response requirements. These requirements must be written into your site Pandemic Preparedness Plan, implemented on site and communicated to all affected personnel.

5.0 Questions and Inquiries

Please direct all questions and inquiries to COVID19@CBGOC.com