
COVID-19 Safe Work Practices

All North Jersey Rebar LLC. Company operations must incorporate COVID-19 transmission precautions into daily safety processes and planning (i.e. pre-job safety briefings) for all aspects of the work. Field operations should continue to evaluate the specific hazards at their job sites to determine the most appropriate prevention measures as it relates to recommendations from the Centers for Disease Control and Prevention (CDC) to minimize the spread and/or transmission of COVID-19.

Employee Personal Responsibilities

- Actively encourage sick employees to stay home. Employees who have symptoms of acute respiratory illness, or flu like symptoms are recommended to stay home and not return to work until they are free of fever (100.4° F or greater), signs of a fever, and any other symptoms for at least 72 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants).
- Employees must notify their supervisors and stay home if they are sick. They should seek medical attention if they develop symptoms of acute respiratory illness.

Job Site / Office Hygiene, Sanitation, and Cleaning Practices

- Promote frequent and thorough hand washing with soap and water for at least 20 seconds. Use hand sanitizer (>60% alcohol) when hand washing facilities are not available.
- Promote respiratory etiquette. Cover your cough, or sneeze into your elbow, or use a tissue.
- Employees should avoid touching their eyes, nose, and mouth with unwashed hands.
- If on a project with no running water, promote handwashing by utilizing an Igloo-type water cooler or equivalent container filled with clean water and labeled "hand washing only". Provide soap and water, paper towels, and trash receptacles.
- Ensure that adequate supplies of cleaning products are maintained. Place hand sanitizer in multiple locations or in conference rooms to encourage good hand hygiene.
- Subcontractors shall provide adequate sanitary/handwashing facilities on the project as well.
- Do not use a common water cooler. Provide individual water bottles or instruct workers to bring their own.
- Adequately clean and disinfect frequently touched surfaces within the workplace daily.
- Clean all high touch surfaces every day, (including counters, tabletops, doorknobs, bathroom fixtures, phones, keyboards, tablets, etc.).
- Ensure portable toilets are regularly cleaned and disinfected. Ensure hand sanitizer dispensers are filled. Frequently touched items should be disinfected frequently, ideally after each use (i.e., door pulls and toilet seats, etc.).
- Job site offices, trailers, shanties, and break rooms must be cleaned at least daily.
- Employees performing cleaning will use proper PPE, such as nitrile gloves and eye or face protection
- Cleaning of shared tools, vehicles, equipment and other common touch points must be performed daily, and with every shift or personnel change.
- Empty trash receptacles from the trailers or the job site daily.

Risk Based Questionnaire and Social Distancing

Monitor fellow employees for signs of illness in the workplace. Managers/Supervisors should ask the following questions to all employees daily prior to beginning work activities. Negative responses will be noted on the pre-job safety brief form. If an employee answers “yes” to any of the questions or if someone is showing symptoms, they should be instructed to leave the site before they are allowed to enter an active work area. Managers/Supervisors must follow-up with Human Resources.

- Are you feeling ill? For instance, do you have any of the following symptoms: A fever? A cough? Shortness of breath? Flu-like symptoms?
- Have you recently traveled outside of the US to a CDC level 2 or higher travel advisory area (within the last 14 days)?
- Have you had close contact with a symptomatic person within the last 14 days (i.e., fever, cough, and/or shortness of breath)?
- Have you had close contact with a person who was tested with results pending or positive for coronavirus within the last 14 days (such as a household member)?

If an employee is confirmed to have COVID-19, measures will be taken to inform fellow employees of possible exposure to COVID-19 following Company protocols, and in accordance with the law. The Human Resources Director is the primary point of contact to follow-up with illness related matters and gather information, including but not limited to other employees whom individuals came into “close contact” with. Based on the information provided the Company will make risk-based decisions to initiate further action as deemed necessary.

The Company is evaluating the possibility of conducting body temperature screenings.

Social distancing measures include:

- Limit crew sizes as much as possible to minimize exposure potential.
- Maintain a 6 ft. perimeter from others where feasible and safe.
- Do not hold meetings of more than 10 people. Morning safety meetings and stretching to continue at a crew level while maintaining social distancing of 6 feet or more.
- Designate a person to record attendance during safety meetings. Do not pass around a sign-in sheet or mobile device (iPad, tablet, or mobile phone) to confirm attendance.
- Evaluate flexible hours such as staggered shifts and breaks to increase the physical distance among our project teams.
- Evaluate conditions and temporarily suspend work activities that involve contact with the public or entering occupied building or homes (i.e. gas services) as warranted.
- Take breaks and lunch in small groups less than 10 people or in private.
- Discourage hand-shaking and other contact greetings.
- Implement controls to minimize the sharing of tools and use available PPE.
- Restrict personnel authorized to drive Company vehicles.
- Limit number of employees in work vehicles. Where possible encourage employees to drive their personal vehicle to the job site.

Personal Protective Equipment (PPE)

- **Gloves:** Gloves should be worn at all times while on site. The type of glove should be appropriate for the task and may include disposable glove liners (i.e. Nitrile).
- **Eye protection:** Eye protection should be worn all times while on site.
- **Respiratory Protection:** The CDC does not recommend that people who are well wear a respirator (i.e. N95) to protect themselves from respiratory illnesses, including COVID-19. CDC's current recommendation is you should only wear a respirator or surgical mask if a healthcare professional recommends it. A respirator or surgical mask should be used by people who have COVID-19 and are showing symptoms. This is to protect others from the risk of getting infected.

Effective 04/03/2020, the CDC recommended the use of cloth face coverings by all individuals in public settings where other social distancing measures are difficult to maintain. Per the CDC guidance, the recommended face coverings are not surgical masks or N-95 respirators. A copy of the CDC guidance on the use of cloth face coverings is attached. The use of cloth face coverings by workers and visitors on jobsites is now required by certain state orders (i.e., New Jersey) and, in such cases, must be followed.

NOTE: This protocol is only associated with COVID-19 prevention, it does not pertain to respiratory protection. All work activities requiring respiratory protection shall be in accordance with OSHA requirements.

- Do not share personal protection equipment (PPE).
- Ensure used PPE is disposed of properly.

Visitors

Prohibit visitors to facilities / job sites, including the trailer or office.

If deemed essential, all visitors must be screened in advance. If the visitor answered "yes" to any of the following questions the visitor will not be permitted to access the facility / job site.

- Are you feeling ill? For instance, do you have any of the following symptoms: A fever? A cough? Shortness of breath? Flu like symptoms?
- Have you recently traveled outside of the US to a CDC level 2 or higher travel advisory area (within the last 14 days)?
- Have you had close contact with a symptomatic person within the last 14 days (i.e., fever, cough, and/or shortness of breath)?
- Have you had close contact with a person who was tested with results pending or positive for coronavirus within the last 14 days (such as a household member)?

Safeguard Enforcement

Field supervision shall communicate these requirements to all job site crew members and monitor implementation of these requirements. The Company will provide all necessary supplies to implement these requirements.