



Going the extra mile for our customers since 1973!

Infectious Disease Preparedness and Response Plan

COVID-19

The health and safety of PaintSmith employees, customers, vendors, and the general population are paramount in the formulation and maintenance of this Plan as we consider how to sustain operations that support the industries, individuals, and families that make up our community.

Plan Objectives:

To establish policies and procedures to protect workers and the public in and around Construction job sites from infectious disease. This Plan is specific to address the hazard of the spread of COVID-19 and to be used in companion to the job site response plan. It provides guidance in the event no other program is in place on the job site.

The Plan will educate workers to the risks, provide guidance on mitigating these risks and list specific actions that PaintSmith employees will take at the job site, in the shop and office, and as employees transition from home to work, and back home. PPE and other materials needed by employees to work safely will be provided by PaintSmith as well as procedures for the identification of infected workers to ensure workers are not sick when coming to work.

The Plan Outlines:

1. Educating about hazard exposure and risk to spreading COVID-19
2. Procedures for identification of infected workers and isolation
3. Infection prevention measures
4. Implementation of workplace controls

Additional guidance may be needed as COVID-19 outbreak conditions change, including as new information about the virus, its transmission, and impacts become available.

References:

<https://www.osha.gov/SLTC/covid-19/>
GENERAL CORONAVIRUS PREVENTION, DOSH Directive 1.70
COVID-19 Jobsite Practices, Associated General Contractors of Washington
Guidance on Preparing Workplaces for COVID-19, OSHA 3990-03 2020
Coronavirus (COVID-19) Prevention, F414-164-000 [04-2020]

Education of Hazard Exposure and Risk of spreading COVID-19

Workplace hazard education about COVID-19 must be provided to employees in a language they best understand. Ensure employees know:

- The signs, symptoms, and risk factors associated with COVID-19 illness.
- How to prevent the spread of the coronavirus at work, including steps being taken in the workplace to establish social distancing, frequent handwashing, and other precautions.
- The importance of handwashing and how to effectively wash hands with soap and water for at least twenty seconds.
- Proper respiratory etiquette, including covering coughs and sneezes and not touching eyes, noses, or mouths with unwashed hands or gloves.
- Regularly communicate important safety messages and updates.
- Discuss the people most at risk to COVID-19. Based on what we know now, those at high-risk for severe illness from COVID-19 are:
 - People 65 years and older or live in a nursing home or long-term care facility
 - People with chronic lung disease or moderate to severe asthma
 - People who have serious heart conditions
 - People who are immunocompromised
 - People with severe obesity (Body Mass Index of 40 or higher)
 - People with diabetes

Identification, Exposure, Exposure Protocol

Symptom Identification

- Coughing
- Fever, raise in body temperature
- Shortness of breath, difficulty breathing
- Early symptoms such as chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, and runny nose
- Loss of taste or smell

OBSERVED ILLNESS (observed by others, info comes out of questioning an individual)

Individual presents with signs of an illness

- Health Assessment conducted (using COVID-19 Illness/ Health Assessment) Manager contacts HR and Safety, then conduct an assessment
- If affirmative, the worker sent home asked to contact a doctor
- HR follows up on the worker's status as appropriate
- The worker may be required to provide a doctor's release prior to return

COMMUNICATED ILLNESS (individual notifies us)

Recognized exposure defined as prolonged exposure to an:

- Individual who is ill, laboratory-confirmed to have COVID-19
- Individual who is ill, symptoms clinically attributable to COVID-19
- Individual in contact with someone laboratory confirmed to have COVID-19
- Individual in contact with someone ill, symptoms clinically attributable to COVID-19

Procedures to Address Sick Employees

- If Paintsmith supervisor on-site suspects a worker may be sick and/or exposed to Covid-19, they will direct that individual to leave the worksite and self-quarantine immediately. Immediately inform the General Contractors office without compromising anyone else's health or safety. If they are unable to leave the site immediately, the employee must be isolated in a secure location on site until their Supervisor can make transportation arrangements. Identify and isolate workers who exhibit signs or symptoms of COVID-19 illness.
- Conduct daily COVID-19 symptoms checks of employees, contractors, suppliers, customers, and visitors entering the worksite
- A touch-free forehead thermometer will be available should anyone have concerns and want to check.
- Encourage workers to report concerns and use paid sick leave
- Follow cleaning guidelines set by the CDC (see link above) to deep clean after reports of an employee with suspected or confirmed COVID-19 illness.
- If an employee has been exposed and remains asymptomatic for 72 hours following their last exposure, they may return to work but will be required to wear a face mask at all times while on the job site for 14 days after their last exposure.

Infection Prevention Measures

Health & Hygiene

First and foremost, stay home if you are sick. We encourage all employees to practice proper everyday respiratory etiquette and hand hygiene, as recommended by the Centers for Disease Control (CDC). This virus is disseminated in the same manner as colds and the flu — and you can help prevent the spreading of this virus by using the same preventive measures:

- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Cover your mouth and nose when you cough or sneeze. Throw the tissue away and wash your hands.
- Clean and disinfect objects and surfaces you touch.
- Avoid close contact with people who are sick.

Social Distancing

Social distancing of 6 feet must be maintained at all times, following best practice recommendations for COVID-19 mitigation on job sites and in offices.

- Limit work to necessary tasks maintaining a distance of 6'.
- Stagger trades work and work shifts
- Do not congregate for lunch and breaks
- Use stairs instead of lifts or hoists when possible, use of one-way stairs and walkways, designating separate Entry and Exit openings to buildings
- One person in an elevator/aerial lift/man lift at a time.
- Ride to and from work separately
- Change clothes and wash thoroughly immediately when arriving home to protect family members

Cleaning & Disinfecting

Your help in preventing the spread of illness is critical. Follow the general recommendations for routine cleaning and disinfection on job sites.

- Regularly clean and disinfect high touch surfaces such as:
- Entry gates, doors, handles, interior and exterior doorknobs, locks

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- Lunch areas, conference rooms and other tables/chairs (including backs and arms)
 - Light switches
 - Shared equipment, pumps, lifts, hand tools, cords, battery charging stations, etc.
 - Restrooms –handles, seats, locks, handwash stations, and soap dispensers
 - How to clean and disinfect surfaces
 - Wear disposable gloves when cleaning and disinfecting surfaces.
 - Gloves should be discarded after each cleaning.
 - Clean hands immediately after gloves are removed.
 - If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
 - For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA registered household disinfectants should be effective.

Health/Illness Assessment

PaintSmith will perform daily screening of their employees. PaintSmith completion of a brief "Health Assessment Questionnaire" by each employee and then sign an acknowledgment log. **The sample questionnaire and Attendance Log are found in the appendix.**

Employer Actions

PaintSmith Safety Directors will schedule Site Specific Safety Meetings with employees to educate and facilitate the Infections Disease Preparedness and Response Plan

- Meetings will have no more than 10 staff at any one time in one location.
- The Plan will be printed and handed to employees and all points discussed
- Weekly safety meetings will be documented with updates as information on the COVID-19 virus is progressing.

Key Policies PaintSmith will put in place

- Require that sick workers stay at home or go home if they start to feel/look ill.
- Create work plans that allow specific jobs to be performed while keeping a 6' distance between workers
- Masks, in accordance with the Washington Department of Health guidelines (<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf>),



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or as required by Washington Department of Labor and Industries (L&I) safety rules, must be worn at all times by every employee on the worksite. Establish a 'social distance monitor' – similar to a safety monitor but a person whose job it is to reinforce the six-foot distance.

- Prohibit large gatherings (currently no more than 10 people) on the job site.
- Require handwashing just prior to eating food, drink, or using tobacco products.
- Promote frequent hand washing by setting up multiple locations.
- To provide PPE in the form of hand sanitizer, gloves, masks, and eye/face protection, which must be worn at all times by every employee on the worksite. If appropriate PPE cannot be provided, the worker cannot be at the site.

Implement Workplace Controls

According to the Occupational Risk Pyramid, PaintSmith workers fall under the medium category. PaintSmith Safety Directors and Supervisors shall implement workplace controls through the regular weekly **Site-Specific Safety Meetings** (see Appendix), with a focus on how to sustain operations and limit the risk to Employees.

Engineering controls can be established and maintained to provide an effective distancing of employees when it is not feasible to separate them.

Barriers to block direct pathways from face to face between individuals, so any indirect air pathways are greater than 6 feet.

Covers can be used on common touch surfaces that cannot be easily cleaned. The covers may create a cleanable surface, or be something that can be changed out between individuals

Management Responsibilities

PaintSmith leadership and supervisors must be familiar with this Plan and show their commitment by following this Plan at all times. Managers need to be ready to answer questions from employees.

PaintSmith will stay committed to the safety of employees and the community by continuing to follow updates by the CCD and government agencies as the information on this and other infectious diseases is released. The Plan will be updated as needed in consideration of any such information.

Appendix

Site-Specific Safety Topics

First and foremost, **stay home if you are sick** or if you have been around someone who is sick

How to perform work within social distancing guidelines

- Limit the number of workers on a site, a floor, in units

How to travel to and from job site safely

- Travel individually rather than carpool

How to walk through the job site to maintain the safest distance from others

- Consider one-way travel on stairwells, hallways

- Stagger start/finish times, breaks and lunch

- Designate an Entry door and a separate Exit door to access building or areas of buildings

How to limit the exposure to the family at home

- Changing clothes before or immediately after arriving home

- Showering/Washing hands before contact with family

Encourage workers to report concerns

- If they are feeling sick or symptoms

- If they see a co-worker or a worker from another trade on the job exhibiting symptoms

- If they are uncomfortable with distancing or work conditions related to their exposure

COVID-19 ILLNESS/HEALTH ASSESSMENT

PLEASE COMPLETE THE FOLLOWING QUESTIONNAIRE

1. Are you experiencing any symptoms such as fever, cough, shortness of breath and loss of sense of taste and smell?

Yes No Comment: _____

2. Have you been in close contact with anyone who has been diagnosed with COVID-19?

****CLOSE CONTACT is defined as:**

a. 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 healthcare waiting area or room with a COVID-19 case

- or -

b. Having direct contact with infectious secretions of a COVID-19 case (e.g. being coughed on)

Yes No Comment: _____

3. Have you been in close contact* with anyone who may have COVID-19 but is yet to be confirmed?

Yes No Comment: _____

4. Are you currently in close contact with anyone, such as a family member, who is experiencing symptoms or has been confirmed as positive for COVID-19?

Yes No Comment: _____

5. Have you traveled internationally in the last 14 days?

Yes No Comment: _____

5. Have you traveled outside your home state in the last 14 days?

Yes No Comment: _____

By signing below, I certify all information is true and correct to the best of my knowledge.

Employee Name (print)

Employee Signature

Date
