

CORONAVIRUS (COVID-19) PREVENTION AND CONTROL PLAN

HAZARD AWARENESS AND RECOGNITION

WHAT IS THE RISK TO U.S. WORKERS?

The risk from COVID-19 to U.S. depends on characteristics of the virus, including how well it spreads between people; the severity of resulting illness; and the medical or other measures available to control the impact of the virus relative to the success of these measures.

HOW DOES COVID-19 SPREAD?

COVID-19, like other coronaviruses, can spread between people. Infected people can spread COVID-19 through their respiratory secretions, especially when they cough or sneeze.

According to the CDC, spread from person-to-person is most likely among close contacts (about six feet). Person-to-person spread is thought to occur mainly via respiratory droplets, which are produced when an infected person coughs or sneezes, similar to influenza. These droplets can land in the mouths or noses of people who are nearby, or possibly be inhaled into the lungs. The virus is also believed to spread by people touching a surface or object and then touching one's mouth, nose, or possibly the eyes.

WORKERS WHO MAY HAVE EXPOSURE RISK

Despite the low risk of exposure in most job sectors, some workers in the U.S. may have exposure to infectious people, including travelers who contracted COVID-19 abroad. Workers with increased exposure risk include those involved in:

- ▶ Healthcare (including pre-hospital and medical transport workers, healthcare providers, clinical laboratory personnel, and support staff).
- ▶ Death care (including coroners, medical examiners, and funeral directors).
- ▶ Airline operations
- ▶ Waste management
- ▶ Travel domestically or abroad, to other infected areas

IDENTIFYING POTENTIAL SOURCES OF EXPOSURE

Occupational Safety and Health Administration (OSHA) standards, including those for personal protective equipment (PPE, 1910.132) and respiratory protection (1910.134), require employers to assess the hazards to which their workers may be exposed.

In assessing potential hazards, we will consider:

- ▶ Whether or not their workers may encounter someone infected with COVID-19 in the course of their duties.
- ▶ Shall determine if workers could be exposed to environments (e.g., worksites) or materials (e.g., laboratory samples, waste) contaminated with the virus.

Depending on the work setting, we may also rely on identification of sick individuals who have signs, symptoms, and/or a history of travel to COVID-19-affected areas that indicate potential infection with the virus — in order to help identify exposure risks for workers and implement appropriate control measures.

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WHAT ARE THE SIGNS AND SYMPTOMS OF COVID-19 INFECTION?

Patients with confirmed COVID-19 infection have reportedly had some of the following symptoms:

- ▶ Mild to severe respiratory illness
- ▶ Fever
- ▶ Cough
- ▶ Shortness of breath

WHAT SHOULD I DO IF I THINK I HAVE BEEN EXPOSED TO OR INFECTED WITH COVID-19?

If you believe you have been exposed on the job, alert your supervisor or occupational health clinic immediately.

Also notify your healthcare provider immediately if you think you may be infected with COVID-19, including if you have been exposed to someone with the virus and have signs/symptoms of infection. If you are experiencing symptoms, you should tell your healthcare provider about any recent travel to areas where COVID-19 is spreading.

PREVENTING WORKER EXPOSURE TO CORONAVIRUS (COVID-19)

All workers and subcontractors should follow these general practices to help prevent exposure to coronavirus:

- ▶ Frequently wash your hands with soap and water for at least 20 seconds.
- ▶ If soap and running water are not available, use an alcohol-based hand rub that contains at least 60 percent alcohol.
- ▶ Avoid touching your eyes, nose or mouth with unwashed hands.
- ▶ Avoid close contact with people who are sick.

PROCEDURES IN THE EVENT A POTENTIAL OCCUPATIONAL EXPOSURE IS IDENTIFIED

In the event potential occupational exposures to coronavirus are identified, we will implement these practices:

- ▶ Assess the worksite hazards to which workers may be exposed.
- ▶ Evaluate the risk of exposure.
- ▶ Select, implement and ensure workers use controls to prevent exposure, including:
 - ▶ Physical barriers to control the spread of the virus
 - ▶ Social distancing
 - ▶ Appropriate PPE, hygiene and cleaning supplies

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Workplace Assessment per the Centers for Disease Control and Prevention (CDC)

RISK LEVEL	TRAVEL-ASSOCIATED EXPOSURES*	EXPOSURES IDENTIFIED THROUGH CONTACT INVESTIGATION
High	N/A	Living in the same household as, being an intimate partner of, or providing care in a nonhealthcare setting (such as a home) for a person with symptomatic laboratory-confirmed COVID-19 infection without using recommended precautions for home care and home isolation Close contact with a person with symptomatic laboratory-confirmed COVID-19
Medium (Assumes no exposures in the high-risk category)	Travel from a country with widespread sustained transmission	On an aircraft, being seated within 6 feet (two meters) of a traveler with symptomatic laboratory-confirmed COVID-19 infection; this distance correlates approximately with 2 seats in each direction
	Travel from a country with sustained community transmission Travel on a cruise ship or river boat	Living in the same household as, an intimate partner of, or caring for a person in a nonhealthcare setting (such as a home) to a person with symptomatic laboratory-confirmed COVID-19 infection <i>while consistently using recommended precautions</i> for home care and home isolation
Low (Assumes no exposures in the high-risk category)	N/A	Being in the same indoor environment (e.g., a classroom, a hospital waiting room) as a person with symptomatic laboratory-confirmed COVID-19 for a prolonged period of time but not meeting the definition of close contact
No identifiable risk	N/A	Interactions with a person with symptomatic laboratory-confirmed COVID-19 infection that do not meet any of the high-, medium- or low-risk conditions above, such as walking by the person or being briefly in the same room.

PERSONNEL IN CRITICAL INFRASTRUCTURE POSITIONS

Personnel who are permitted to work following an exposure should self-monitor under the supervision of our occupational health program, including taking their temperature before each work shift to ensure they remain afebrile. On days these individuals are scheduled to work, our occupational health program could consider measuring temperature and assessing symptoms prior to each employee starting work.

PROCEDURES FOR MANAGEMENT OF EXPOSED PERSONS BY RISK LEVEL/PRESENCE OF SYMPTOMS

The public health actions recommended in the table below apply to people who have been determined to have at least some risk for COVID-19. People who are being managed as asymptomatic in a particular risk level, or who develop signs or symptoms compatible with COVID-19, should be moved immediately into the symptomatic category in the same risk level and be managed accordingly. The risk level does not change if symptoms develop.

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HIGH RISK

MANAGEMENT IF ASYMPTOMATIC

- ▶ Quarantine (voluntary or under public health orders) in a location to be determined by public health authorities
- ▶ No public activities
- ▶ Daily active monitoring, if possible based on local priorities
- ▶ Controlled travel

MANAGEMENT IF SYMPTOMATIC

- ▶ Immediate isolation with consideration of public health orders.
- ▶ Public health assessment to determine the need for medical evaluation; if medical evaluation warranted, diagnostic testing should be guided by CDC's PUI definition.
- ▶ If medical evaluation is needed, it should occur with pre-notification to the receiving HCF and EMS, if EMS transport indicated, and with all recommended infection control precautions in place.
- ▶ Travel only via air medical transport. Local travel is only allowed by medical transport (e.g., ambulance) or private vehicle while symptomatic person is wearing a face mask.

MEDIUM RISK

MANAGEMENT IF ASYMPTOMATIC

Close contacts in this category:

- ▶ Recommendation to remain at home or in a comparable setting
- ▶ Practice social distancing
- ▶ Active monitoring as determined by local priorities
- ▶ Recommendation to postpone long-distance travel on commercial conveyances

Travelers from a country with widespread sustained transmission or travel on cruise ship or river boat:

- ▶ Recommendation to remain at home or in a comparable setting.
- ▶ Practice social distancing
- ▶ Self-monitoring
- ▶ Recommendation to postpone additional long-distance travel on commercial conveyances after they reach their final destination

Travelers from country with sustained community transmission:

- ▶ Practice social distancing
- ▶ Self-observation

MANAGEMENT IF SYMPTOMATIC

- ▶ Self-isolation
- ▶ Public health assessment to determine the need for medical evaluation; if medical evaluation warranted, diagnostic testing should be guided by CDC's PUI definition.
- ▶ If medical evaluation is needed, it should ideally occur with pre-notification to the receiving HCF and EMS, if EMS transport indicated, and with all recommended infection control precautions in place.
- ▶ Air travel only via air medical transport. Local travel is only allowed by medical transport (e.g., ambulance) or private vehicle while symptomatic person is wearing a face mask.

LOW RISK

MANAGEMENT IF ASYMPTOMATIC

N/A

MANAGEMENT IF SYMPTOMATIC

- ▶ Self-isolation, social distancing
- ▶ Person should seek health advice to determine if medical evaluation is needed.
- ▶ If sought, medical evaluation and care should be guided by clinical presentation; diagnostic testing for COVID-19 should be guided by CDC's PUI definition.
- ▶ Travel on commercial conveyances should be postponed until no longer symptomatic.

NO IDENTIFIABLE RISK

MANAGEMENT IF ASYMPTOMATIC

N/A

MANAGEMENT IF SYMPTOMATIC

- ▶ Self-isolation, social distancing
- ▶ Person should seek health advice to determine if medical evaluation is needed.
- ▶ If sought, medical evaluation and care should be guided by clinical presentation; diagnostic testing for COVID-19 should be guided by CDC's PUI definition.
- ▶ Travel on commercial conveyances should be postponed until no longer symptomatic.

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GUIDING PRINCIPLES

The level of activities implemented may vary across the settings described in the table above (e.g., they may be at a minimal/ moderate level for one setting and at a substantial level for another setting in order to meet community response needs).

ADDITIONAL STEPS TO PROTECT OUR WORKPLACE FROM COVID-19

We are assessing all workplaces and will consider doing these things now:

We will reduce working days lost due to illness and stop or slow the spread of COVID-19 if it arrives at one of your workplaces by following the procedures below:

- ▶ Surfaces (e.g. desks and tables) and objects (e.g. telephones, keyboards) will be wiped with disinfectant regularly.
- ▶ Hand sanitizer will be placed in prominent places around the workplace. These dispensers will be refilled regularly.

These steps, combined with other communication measures, such as offering guidance from occupational health and safety officers; briefings at meetings; and information to promote handwashing will be researched and provided.

- ▶ We will ensure staff, contractors and customers have access to places where they can wash their hands with soap and water.
- ▶ Posters will be displayed promoting respiratory hygiene.
- ▶ Tissues will be available, as well as closed containers for proper disposal.

Travel Procedure, if Companywide Travel is Allowed

Before traveling: Make sure you have the latest information on areas where COVID-19 is spreading. Based on the latest information, we will assess the benefits and risks related to upcoming business travel plans.

- ▶ We will avoid sending employees who may be at higher risk of serious illness (e.g. older employees and those with medical conditions such as diabetes, heart and lung disease) to areas where COVID-19 is spreading.
- ▶ Persons traveling to locations reporting COVID-19 are to be briefed by a qualified professional (e.g. staff health services, health care provider or local public health partner) before departure.
- ▶ Employees who are about to travel will be provided with small bottles (3.4 oz) of alcohol-based hand sanitizer.
- ▶ While traveling: Employees are encouraged to wash their hands regularly and stay at least six feet away from people who are coughing or sneezing

When employees return from traveling: Employees who have returned from an area where COVID-19 is spreading should monitor themselves for symptoms for 14 days and take their temperature twice a day.

- ▶ If employees develop even a mild cough or low-grade fever (i.e. a temperature of 99.1° F or more) they should stay at home and self-isolate. This means avoiding close contact (one meter or nearer) with other people, including family members.
- ▶ They should also telephone their healthcare provider or the local public health department, giving them details of their recent travel and symptoms.

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METHODS OF IMPLEMENTATION AND CONTROL

Based on the assessment of the hazards and exposures of our worksites, below is our control plan:

- ▶ We shall provide the following
 - » Personal hygiene items to promote cleanliness, as outlined above
 - » PPE, if engineering and avoidance controls are not feasible
 - » Consider telework for workers, if feasible
 - » Implement social distancing measures
 - » Resources in the form of documented training, posters, handouts and regular updates on community mitigation strategies
- ▶ All employees shall:
 - » Take personal responsibility to monitor and assess personal hygiene, as it relates to the recommended practices outline above
 - » Report any concerns, possible exposures or symptoms to designated personnel
 - » Follow additional control strategies
 - » Any concerns of possible exposures or the develop of symptoms for any workers
 - » Employees shall notify: **GK2 Human Resources Officer for assistance.**
 - » Employees shall seek out professional healthcare aid, as outlined above