









Safe Work Practice COVID-19 Version 4 | Apr 5, 2020

Potential Hazards and Symptoms

- Fever.
- Cough.
- Sneezing.
- Sore throat.
- Difficulty breathing.
- Feeling confused.
- Losing consciousness.

Required Personal Protective Equipment and Devices

Foot Protection	Hearing Protection	High Visibility	Head Protection	Eye Protection	Face Protection	Hand Protection	Protective Clothing
							

Illness Severity

The complete clinical picture with regard to COVID-19 is not fully known. Reported illnesses have ranged from very mild (including some with no reported symptoms) to severe, including illness resulting in death. While information so far suggests that most COVID-19 illness is mild, a report out of China suggests serious illness occurs in 16% of cases. Older people and people of all ages with severe underlying health conditions (e.g., heart disease, lung disease and diabetes) are most at risk of contracting the virus. Based on the rapid spread of COVID-19, there is now mounting evidence that people without symptoms can be carriers of the virus.

How COVID-19 Spreads

- Person to person (within 2 meters of each other).
- Respiratory droplets (coughing and sneezing).
- Contact with contaminated surfaces.

Safe Work Practice on the Jobsite

All Workers:

- Follow the requirements and procedures in the Industra Project Site COVID-19 Prevention Procedures & Orientation, which includes all of the items list below.
- Put a distance between yourself and other people. Maintain a minimum distance of 2 meters at all times.
- Clean your hands often. Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place or after blowing your nose, coughing or sneezing.
- Cough into your sleeve, not your hand.
- If soap and water are not readily available, use a hand sanitizer that contains at

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least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.

- Avoid touching your eyes, nose and mouth with unwashed hands
- Avoid close contact. DO NOT shake hands.
- If you are ill, your immune system is compromised. Stay home to avoid contracting COVID-19.
- Before using a tool, or operating a piece of equipment or vehicle that another worker has operated prior to you, using an alcohol- or bleach-based cleaner provided, clean all surfaces that you could potentially touch.
- Do not use someone else's PPE. Additional PPE will be made available or must be requested from the superintendent.

Superintendents:

- Reduce the number of people on site, if possible.
- Increase workplace cleaning. Provide the necessary supplies such as hand sanitizer, disinfectant spray, wipes and soap.
- Conduct or assign someone each day to conduct the COVID-19 Wipe Down Cleaning Procedures (see procedures below).
- Enforce social distancing measures at all times to a minimum 2 meters between.
- Enforce all the other requirements in the Industra Project Site COVID-19 Prevention Procedures & Orientation and in the subcontractor's COVID-19 Prevention Procedures.
- Do not congregate in close quarters such as the lunchroom. Stagger breaks if required.
- Pay very close attention to all workers health status (e.g., cough, sore throat, sneezing).
- Complete the COVID-19 Assessment Report daily and as required (e.g., visitor to jobsite).
- Communicate with your PM on a regular basis.

Steps to Protect Others

- Any employee that has been out of the province or country within the last 30 calendar days will not be permitted on site.
- Stay home if you are sick, except to get medical care.
- Cover coughs and sneezes using your elbow or a tissue and IMMEDIATELY wash your hands in soap water for at least 20 seconds.
- Clean and disinfect frequently touched surfaces daily (e.g., doorknobs, faucets, tables, electronic devices). Common disinfectants work.
- DO NOT share masks or respirators.
- DO NOT share drinks or food.
- DO NOT touch items that do not belong to you.

If You are Diagnosed with COVID-19

- Contact your superintendent immediately so they can ensure everyone is also

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screened.

- Stay home. Do not go to work, school or public areas.
- Stay away from others in your home, including animals. Stay in a specific room and use a separate washroom.
- Continue to wash your hands often.
- Clean surfaces.
- DO NOT share personal household items.
- Monitor your symptoms.
- Seek medical attention if your illness is worsening.
- Alert health department (ask your doctor to do this).
- Stay home until instructed to leave.

COVID-19 Wipe Down Cleaning Procedures

At least twice a day, preferably at the start of the work shift and at the end, the following steps must be conducted by the superintendent or assigned person:

1. Locate appropriate cleaners (alcohol- or bleach-based) and PPE at the job site to do the site cleaning.
2. Put on the appropriate PPE.
3. Clean all necessary surfaces including door knobs, handles, faucets, table tops and all other non-porous surfaces touched or in close proximity to where people may have been.
4. When finished, store cleaners and PPE accordingly.

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, shut the equipment off immediately and follow the lock out procedure.

REPORT ANY HAZARDOUS SITUATION TO YOUR SUPERVISOR IMMEDIATELY

This safe work practice must be reviewed at a minimum once a week.