

COVID-19 RESPONSE PLAN

March 19,2020

Updated March 28, 2020

Plano-Coudon considers the health and safety of our Clients, our Subcontractors, our Employees and the general public a priority. The COVID-19 impact on our community is rapidly changing by the minute, therefore our action plans and response must evolve accordingly. We will be continuing our onsite activities as scheduled, but have enacted the following protocols:

1. Progress Meetings and all meetings possible will be conducted remotely until further notice.
2. Project Managers and Project Engineers will tele-commute to the greatest extent practicable.
3. All subcontractors, vendors or visitors shall not work or visit any of our job sites if any of the following are applicable:
 - a. Demonstrating symptoms of the Coronavirus including but not limited to:
 - i. Fever
 - ii. Cough
 - iii. Shortness of Breath
 - iv. Use the CDC self-checker for assistance if needed
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/index.html>
 - b. Traveled internationally in the last 21 days
 - c. Traveling from domestic areas experiencing high community spread in the past 21 days
 - d. Or had contact with anyone who is sick within the last 14 days.
4. P-C onsite personnel shall actively monitor workers onsite for symptoms of illness as described above. Jobsite workers shall be removed from the project site if any of the symptoms are present.
5. Interview new incoming workers to assure they have not been in contact with someone who is confirmed to have COVID-19 or traveled internationally, or from domestic areas experiencing high community spread, within the last 21 days. Send home anyone who falls within the high or medium risk as identified by CDC guidelines, even if they are asymptomatic. Refer to [CDC guidance for how to conduct a risk assessment. \(Use Table 1\)](#)

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6. Post signage (attached) to enforce the recommended good hygiene practices to be placed on our jobsites as recommended by the CDC <https://www.cdc.gov/coronavirus/2019-ncov/prepare/prevention.html>
 - a. Know how the Coronavirus spreads
 - b. Clean your hands often
 - c. Avoid touching your eyes, nose and mouth
 - d. Avoid close contact
 - e. Clean and disinfect
7. Superintendents shall distribute Toolbox Talks (attached) that speak directly to Corona virus and workplace hygiene in both English and Spanish (attached).
8. Superintendents shall conduct daily cleaning activities to ensure a clean environment both inside our workspace as well as the entryways to work areas. We will be doing to following:
 - f. Changing out walk off mats more frequently
 - g. Wiping down commonly used surfaces frequently (i.e door handles, railings, office trailer, port-a-johns, lobbies, elevators, etc.)
 - h. Keeping tools and equipment organized, tidy and out of the way. Discourage the sharing of tools
 - i. Outside of our construction space/ICRA Enclosures will be kept clean and clear and free of obstruction.
9. Install temporary hand washing stations for any jobsites without running water. For jobsites with water, utilize existing facilities for recommended hand washing.

Plano Coudon is committed to maintaining the highest level of cleanliness, organization and security on all jobsites in the event of a rapid shutdown.

Sincerely,
Plano-Coudon, LLC

Cliff Milstead

Cliff Milstead, Project Executive

CORONAVIRUS (COVID-19) PREVENTION

Plano-Coudon Construction is taking active and aggressive measures to prevent the spread of COVID-19. Here's what you need to do to protect yourself and others:



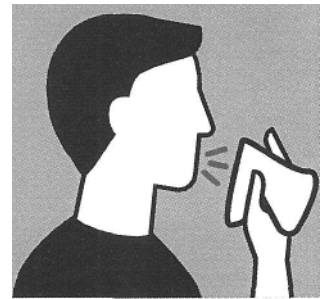
If you are experiencing flu-like symptoms, stay at



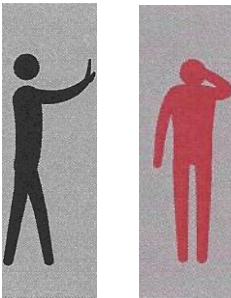
Avoid touching your face to reduce the spread of germs



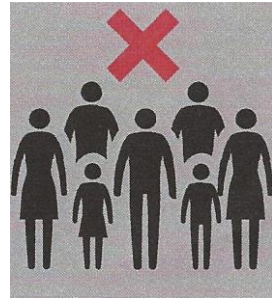
Frequently wash your hands with soap and water for at least 20 seconds



Cover your cough or sneeze with a tissue and promptly discard the tissue and wash your hands



Avoid contact with sick People and those who have traveled recently or been to areas affected by **COVID19**



Avoid Crowds



Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe



If you become sick, contact your primary care physician immediately

CORONAVIRUS (COVID-19) PREVENCIÓN

Plano-Coudon Construction es tomar medidas activas y agresivas para prevenir la propagación de COVID-19. Esto es lo que debe hacer para protegerse y proteger a los demás:



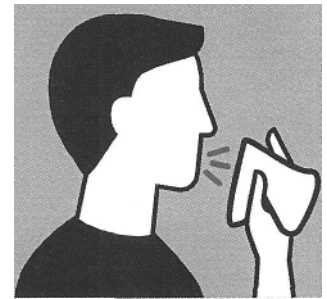
Si tiene síntomas similares a los de la gripe, quédese en su casa



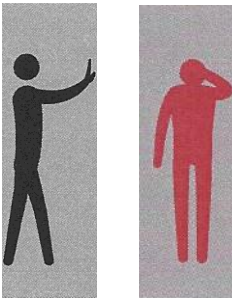
evite tocarse la cara para reducir la propagación de gérmenes



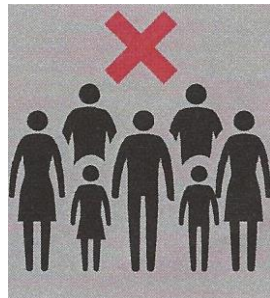
Lávese las manos con frecuencia con agua y jabón durante al menos 20 segundos.



Cubra su tos o estornudos con un pañuelo desechable y deseché rápidamente el pañuelo y lávese las manos.



Evite el contacto con personas enfermas y aquellas que recientemente o han estado en áreas afectadas por COVID 19



Evitar multitudes



Limpie y desinfecte los objetos y las superficies que se tocan con frecuencia con un spray o paño de limpieza doméstico.



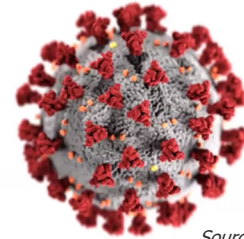
Si se enferma, comuníquese con su médico de atención primaria de inmediatamente

Coronavirus & Workplace Hygiene



Objective: Increases your employees’ awareness of COVID-19 and ways to prevent its spread.

Coronavirus (COVID-19) is the latest communicable disease outbreak with symptoms ranging from mild to severe. The World Health Organization (WHO) has classified this illness as a pandemic because of its worldwide spread with no pre-existing immunity. While it may be a novel illness, workplace hygiene best practices remain the same.



Source: CDC

What is a Coronavirus?

The term coronavirus describes a broad category of viruses that affect both people and animals. The name is based on the crown-like spikes on the virus’s surface. According to the U.S. Centers for Disease Control and Prevention (CDC), these types of viruses were identified in the mid-1960s and are a common cause of colds and upper respiratory infections. Note: Antibiotics have no effect on viruses.

- COVID-19 is a new strain of coronavirus. Evidence suggests it began with animal-to-person transmission then shifted to person-to-person spread.
- Symptomatic people are the most frequent source of COVID-19 spread (as is true for the flu and colds).
- The incubation period — the time frame between exposure and having symptoms — ranges from 2 to 14 days for COVID-19.
- COVID-19 data to date suggests that 80% of infections are mild or asymptomatic, 15% are severe, requiring oxygen, and 5% are critical, requiring ventilation. The percentage of severe and critical infections are higher for COVID-19 than for influenza.
- There is currently no vaccine for COVID-19.
- People who have already had a coronavirus infection, including COVID-19, may get it again, particularly if it mutates.

Symptoms: Allergies vs. Flu vs. COVID-19

Many ailments share symptoms. Here are some ways to tell them apart.

Allergies	Flu	COVID-19
1. Sneezing	1. Fever	1. Fever (100.4+° F)
2. Itchy Eyes or Nose	2. Cough	2. Cough
3. Runny or Stuffy Nose	3. Sore Throat	3. Shortness of Breath
4. Watery, Red, or Swollen Eyes	4. Runny or Stuffy Nose	4. Phlegm Production
5. Shortness of Breath	5. Muscle Pain or Body Aches	5. Fatigue
6. Wheezing	6. Headache	6. Sore Throat
7. Cough	7. Fatigue	7. Headache
8. Rash or Hives		8. Muscle or Joint Pain
9. Nausea or Vomiting		9. Chills
10. Dry/Red/Cracked Skin		10. Nausea or Vomiting
		11. Nasal Congestion

Sources: Report of the WHO-China Joint Mission on Coronavirus Disease 2019 (COVID-19), CDC

Coronavirus & Workplace Hygiene



How Viruses Spread

Person-to-Person Contact

- Being in close contact with someone who is sick.
- Coming in contact with droplets expelled when an infected person coughs or sneezes.

Contaminated Surfaces

- With COVID-19 it *may* be possible to contract the virus by touching a surface or object that has a live virus on it and then touching your eyes, nose, or mouth.

Poor Hygiene

- Not washing your hands long enough or often enough
- Not covering your own coughs or sneezes.

Take Precautions to Protect Yourself

The CDC recommends taking the following steps to reduce your risk of contracting viruses, including COVID-19:

- Avoid close contact with people who are sick (staying 6 feet away or more is recommended).
- Avoid touching your face, nose, eyes, etc.
- Wash your hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, or sneezing, or having been in a public place.
- If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol.
- To the extent possible, avoid touching things — elevator buttons, door handles, handrails, etc. — in public places. Use a tissue or your sleeve to cover your hand or finger if you must touch something.
- Clean and disinfect your home and workplace to remove germs. Wipe down frequently touched surfaces, including tables, doorknobs, light switches, handles, toilets, faucets, sinks, and cell phones.
- Avoid crowds and keep distance from others, especially in poorly ventilated spaces.
- Avoid non-essential travel, including plane trips and cruises.

Coronavirus & Workplace Hygiene



Personal Risk Factors

Aspects of people's personal health may increase their risk for more severe instances of COVID-19. People with a higher level of risk include:

- Older adults; risk increasing with age
- People who have serious chronic medical conditions, such as heart disease, diabetes, and lung disease



COVID-19 May Be OSHA Recordable

The U.S. Occupational Safety and Health Administration (OSHA) indicated COVID-19 may be a recordable illness as part of employer's annual OSHA 300 log if a worker was infected as a result of performing work-related duties.

A COVID-19 case is only recordable if it meets all three of the following criteria:

1. COVID-19 was confirmed as part of CDC protocols for a person under investigation, presumptive positive, or as a laboratory-confirmed case.
2. The case is work-related as defined under OSHA standard 29 CFR 1904.5.
3. The case involves one or more of the recording criteria specified in OSHA standard 29 CFR 1904.7.

Employees who have gotten the common cold or the flu are not considered reportable incidents. Follow your employer's protocols.

Coronavirus & Workplace Hygiene



Organization: _____ Date: _____

Trainer: _____ Trainer's Signature: _____

Class Participants:

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

Name: _____ Signature: _____

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Coronavirus & Higiene en el Lugar de Trabajo

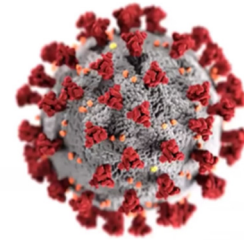


Objetivo: Incrementar la toma de conciencia de sus empleados con respecto al COVID-19 y las maneras de prevenir su propagación

Coronavirus (COVID-19) es el reciente brote de enfermedad contagiosa con síntomas que van de leve a severos.

La Organización Mundial de la Salud (WHO, por sus siglas en inglés) ha clasificado esta enfermedad como pandemia debido a su propagación mundial sin inmunidad pre-existente.

A pesar de que se trataría de una enfermedad nueva, las mejores prácticas de higiene en el lugar de trabajo siguen siendo las mismas.



¿Qué es el Coronaviurs?

Source: CDC

El término coronavirus describe una amplia categoría de virus que afectan tanto a la gente como a los animales. El nombre se debe a las puntas con forma de corona en la superficie del virus. Según el Centro para el Control y Prevención de Enfermedades de los Estados Unidos (CDC), estos tipos de virus fueron identificados a mediados de la década de 1960 y son causas comunes de catarrros e infecciones en la parte superior del sistema respiratorio.

Nota: Los Antibióticos no surten efecto en virus.

- COVID-19 es una nueva variante de coronavirus. La evidencia sugiere que comenzó con la transmisión de un animal a una persona, para luego cambiar a la propagación de persona a persona.
- Las fuentes más frecuentes de propagación son las personas con síntomas (al igual que con los catarrros y la gripe).
- El período de incubación de COVID-19 –el transcurso entre la exposición y la manifestación de síntomas- va de 2 a 14 días.
- Los datos que existen hasta el momento sobre el COVID-19 sugieren que el 80% de las infecciones son leves o asintomáticas, 15% son severas y requieren oxígeno, y 5% son críticas y requieren respiración artificial.
- Actualmente no hay vacuna para el COVID-19.
- Las personas que ya han padecido infección de coronavirus, incluyendo COVID-19, podrían contraerla nuevamente, especialmente si hubiera una mutación de la misma.

Síntomas: Alergias vs Gripe vs. COVID-19

Muchas enfermedades tienen los mismos síntomas. Aquí puede ver formas de diferenciarlos.

Alergias	Gripe/Influenza	COVID-19
1. Estornudos	1. Fiebre	1. Fiebre (100.4+° F)
2. Comezón en Ojos y Nariz	2. Tos	2. Tos
3. Secreción y Congestión Nasal	3. Dolor de Garganta	3. Dificultad Respiratoria
4. Ojos hinchados, rojos, o llorosos.	4. Secreción y Congestión Nasal	4. Producción de Mucosidad y Flema
5. Dificultad Respiratoria	5. Dolor Muscular o Corporal	5. Fatiga
6. Sibilancia	6. Dolor de Cabeza	6. Dolor de Garganta
7. Tos	7. Fatiga	7. Dolor de Cabeza

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8. Sarpullido o Urticaria		8. Dolor Muscular o de Articulaciones
9. Nausea o Vómito		9. Escalofríos
10. Piel Seca/Rojiza/Resquebrajada		10. Nausea o Vómito
		11. Congestión Nasal

Sources: *Report of the WHO-China Joint Mission on Coronavirus Disease 2019 (COVID-19)*, CDC

Cómo se Transmite el Virus

Contacto Persona-a-Persona

- Estando en contacto cercano con alguien que esta enfermo.
- Entrando en contacto con gotas expulsadas cuando una persona infectada tose o estornuda.

Superficies Contaminadas

- Con el COVID-19 *podría* ser posible contagiarse el virus tocando una superficie u objeto que contenga el virus vivo y luego tocándose luego sus ojos, nariz o boca.

Poca Higiene

- No lavarse las manos de forma suficientemente frecuente o prologada.
- No cubrirse al toser o estornudar.

Tome Precauciones para Protegerse

El CDC recomienda tomar las siguientes medidas para reducir su propio riesgo de contraer virus, incluido el COVID-19:

- Evitar el contacto cercano con gente que está enferma (se recomienda mantener 6 pies de distancia o más).
- Evitar tocarse la cara, nariz, ojos, etc.
- Lavarse las manos frecuentemente con agua y jabón por al menos 20 segundos, especialmente luego de sonarse la nariz, toser o estornudar, o haber estado en un lugar público.
- Si no hay agua y jabón disponibles, use desinfectante de manos que contenga al menos 60% de alcohol.
- Hasta donde sea posible, evite tocar cosas –botones de elevadores, picaportes de puertas, etc.- en lugares públicos. Si debe tocar algo, utilice un pañuelo descartable o la manga de su ropa para cubrir su mano o dedo.

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- Lave y desinfecte su hogar y lugar de trabajo para quitar gérmenes. Limpie con un trapo las superficies que toque frecuentemente, incluyendo mesas, picaportes, interruptores de luz, manijas, inodoros, grifos, lavamanos y teléfonos celulares.
- Evite multitudes y mantenga distancia de los demás, especialmente en espacios poco ventilados.
- Evite traslados que no sean esenciales, incluyendo aviones y cruceros.

Factores de Riesgo Personal

Ciertas aspectos de la salud personal de las personas pueden incrementar su riesgo de padecer instancias más severas de COVID-19.

Personas con mayor nivel de riesgo incluyen:

- Adultos Mayores de Edad (el riesgo más alto es en personas de 80 años o más)
- Personas que padecen condiciones médicas crónicas serias, como enfermedades coronarias, diabetes, y enfermedades respiratorias.



COVID-19 Puede Ser Registrable por la OSHA

La Administración de Salud y Seguridad Ocupacional de los Estados Unidos (OSHA) indicó que COVID-19 puede ser una enfermedad factible de ser registrada ("registrable") como parte del registro anual OSHA 300 del empleador, si un empleado fue infectado como resultado de realizar tareas laborales.

Un caso de COVID-19 es factible de ser registrado solamente si reúne todos estos tres criterios:

1. El COVID-19 fue confirmado como parte de los protocolos del CDC en una persona bajo investigación, un caso que se presume dará positivo, o como caso confirmado por un laboratorio.
2. El caso está relacionado con el trabajo según la definición del estándar 29 CFR 1904.5 de la OSHA.

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3. El caso involucra uno o más criterios de los registros especificados en el estándar 29 CFR 1904.7 de la OSHA.

Los empleados que hayan contraído un resfrío común o gripe, no son considerados incidentes de los que haya que dar parte a la empresa. Siga los protocolos de su empleador.

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Organización: _____ Fecha: _____

Entrenador: _____ Firma del Entrenador: _____

Participantes de la Clase:

Nombre: _____ Firma: _____

Nombre: _____ Firma: _____

Nombre: _____ Firma: _____

Nombre: _____ Firma: _____

Nombre: _____ Firma: _____

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