

DFJV Covid-19 Prevention Policy (CPP)

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Document Owner	Danielle DeOchoa	Revision Number	6
Approved By			
Project Director	Sean Lind		
Deputy Project Director	Dan Cruz		
Operations Manager	Alan Badillo		
Safety Manager	Mike Kesselman		

COVID-19 Prevention and Mitigation

Addendum A

Returning to work after COVID-19

Employers must ensure workers meet the criteria in the COVID-19 Prevention ETS before they return to work and that workers follow the CDPH-recommended isolation periods.

Workers exposed to someone with COVID-19 and have symptoms

If you were exposed to someone with COVID-19 and you have COVID-19 symptoms, you can return to work when all of these are true:

- You get a negative result from a COVID-19 test at least 5 days after the start of symptoms or first positive test result.
- You wear a well-fitting mask around others for 10 days, especially when indoors.

Otherwise, you cannot return to work until all of these are true:

- At least 10 days have passed since your symptoms began.

This applies to everyone, regardless of vaccination status. It also applies to people who had a previous infection.

Workers exposed to someone with COVID-19, and do not have symptoms

If you were exposed to someone with COVID-19, but you do not have symptoms, you must get tested on Day 3 to Day 5.

You can continue to go to work if all of these are true:

- You continue not to have COVID-19 symptoms.
- You get a negative result from a COVID-19 test on Day 3 to Day 5 from your last exposure.
- You wear a well-fitting mask around others for 10 days, especially when indoors.

If you do not get tested on Day 3 to Day 5 due to lack of tests, you must be excluded from work for 10 days after your last exposure.

This applies to everyone, regardless of vaccination status. Persons infected within the prior 90 days do not need to be tested unless symptoms develop.

Workers that test positive for COVID-19, but do not have symptoms

If you do not have symptoms, but you test positive for COVID-19, you can return to work when all of these are true:

- You never developed symptoms.
- You get a negative result from a COVID-19 test on Day 5 or later from your last exposure or date of positive test.
- You wear a well-fitting mask around others for 10 days, especially when indoors.

Otherwise, you cannot return to work for at least 10 days after you first tested positive. This applies to everyone, regardless of vaccination status. It also applies to those who have had a previous infection.

Scope

This program applies to all Dragados Flatiron Joint Venture employees and is designed to control employees' exposures to the SARS-CoV-2 virus (severe acute respiratory syndrome coronavirus 2) that causes COVID-19 (Coronavirus Disease 2019) that may occur in our workplace. Where state or local codes require more strict standards than those established in this DFJV Covid Prevention Policy, the stricter standards shall apply. All subcontractors shall be required to provide equivalent protection and programs as those established by DFJV through this program. The contents of this plan have been developed by referencing available guidance from the US Center for Disease Control (CDC), Cal OSHA, California Department of Public Health, and the World Health Organization.

Policy

Planning	Managers at each jobsite shall review and implement elements of this plan and monitor local orders related to the COVID-19 pandemic.
Preventive Measures	Managers shall ensure the preventive measures addressed in this plan are communicated, understood, and carried out by all employees, partners and subcontractors. Managers shall also ensure the resources necessary to follow these procedures are available at the work location.
Responding to Suspect or Confirmed Cases	Suspect or Confirmed Cases shall be treated in accordance with this policy. More conservative measures may be adopted if approved by Management or required by local government or client orders.
Environmental Disinfection	In the event of a confirmed or presumed positive case, additional disinfection protocols shall be followed to ensure the integrity of work environment.
Higher Risk Individuals	Individuals who are at higher risk for severe illness, as currently defined by the CDC, are encouraged to discuss their situation with their Human Resource Manager to ensure reasonable precautions can be taken in the work environment to protect their health.
Training	Managers shall ensure all project personnel are adequately informed and properly trained to carry out their essential duties under this plan.
Continuity of Operations	Managers shall monitor government orders and client requirements and ensure planning for business continuity is maintained.
Fully Vaccinated Employees	Employees are considered fully vaccinated 2 weeks after their second dose in a 2-dose series, or 2 weeks after a single dose vaccine.

Policy Updates

See policy addendum A for revisions to this document.

Preventive Measures

Business Travel

While traveling for business purposes, employees, regardless of vaccination status, shall:

- Wash hands often or use hand sanitizer
- Avoid contact with anyone who is ill

Business travelers must immediately inform their supervisor, Human Resources and the Safety Department of any cold or flu-like symptoms.

Personal Travel

Employees are encouraged to disclose any recent or upcoming personal travel to Level 3 high risk areas to their Human Resources and Safety representative in advance of travel to determine any additional state, territorial or local recommendations or requirements after travel.

Unvaccinated employees returning from Level 3 countries are currently required to abide by the following rules:

- Stay at least 6 feet away from other people who are not from their direct household
- Wear a mask to keep nose and mouth covered whenever they are in the work environment (personal office with door closed is excluded)
- Self-monitor for any symptoms, including taking temperature if symptoms arise
- Conduct a COVID-19 viral test 3-5 days after arrival from destination.
- Stay home and notify Human Resources and Safety if symptoms arise.

Fully Vaccinated employees returning from level 3 countries are exempt from requirements 1 and 2 above. Employees disclose vaccination status in order for Project personnel to provide guidance on quarantine requirements, if applicable.

Use of Cloth Face Covers / Masks

When mask use is required by this program, the mask shall meet the following minimum requirements:

- Cloth masks must be made from multiple layers of tightly woven, breathable fabric that covers the nose and mouth.
- Disposable masks must be of the surgical mask type and shall cover the nose and mouth.
- N95 masks will be available for voluntary use if requested.

If an employee is not medically able to wear a mask, they must contact HR to establish a reasonable accommodation.

Indoors

In areas currently experiencing High or Substantial levels of Community Transmission, an appropriate mask shall be worn indoors at all times regardless of vaccination status. The only exception to indoor mask use is when a person is alone in a room.

Safety Managers shall periodically review the current Community Transmission level and notify the Vicente Alberola or Project Director of any changes to the indoor mask requirements using this link ([CDC Community Transmission Map](#)).

In areas with moderate or low Community Transmission, employees are exempt from masks and social distancing in indoors environments.

Shared Vehicles

In areas currently experiencing High or Substantial levels of Community Transmission, an appropriate mask must be worn by each occupant whenever two or more persons are inside a shared company vehicle, regardless of vaccination status. A mask is not required if only one person is occupying the vehicle.

Outdoors

Masks are not required to be worn when outdoors. Any employee wishing to wear a mask while working outdoors shall be provided a mask at no cost and without fear of retribution.

Office Practices, Business Meetings and Gatherings

Managers shall be responsible to implement prudent controls to minimize the potential for Covid transmission.

Managers are encouraged, when practical, to utilize conferences and meetings shall via video conference. Where it is necessary to meet in conference rooms, enhanced environmental cleaning practices shall be applied prior to and after the meeting.

Non-essential large meetings, workshops, training sessions and other events that place large groups of people in close proximity shall be minimized. When it is deemed there is a need for a business critical in person meeting, physical distancing practices shall be practiced. (6-foot spacing between employees).

Whenever possible, external interviews will be conducted via video conference, or through the use of other technology tools.

Managers shall evaluate current operations and determine which personnel is able to work remotely. When a situation warrants employees to work remotely, or tele-commute, they will secure prior approval from their supervisor and Human Resources.

Office staff shall adhere to the Covid-19 plan developed for each office location in accordance with local rules.

Higher Risk Individuals

All employees are encouraged to evaluate their specific circumstances and individuals who are at higher risk for severe illness, as currently defined by the CDC, are requested to contact their Human Resource Professional to discuss their situation. HR will evaluate the Higher Risk Individuals current work assignment and requirements and determine what reasonable accommodations can be made that would afford the individual additional protection. Higher Risk Individuals are currently defined by CDC in accordance with [this link](#).

Sick Leave

Human Resources is available to answer employee questions regarding Sick Leave, Family and Medical Leave (FMLA), Dependent Care or any other employment policy issues.

Employees experiencing cold or flu-like symptoms are asked to stay home or work remotely, regardless of vaccination status.

Employees should contact their Human Resources representative regarding any questions.

Enhanced Routine Office / Worksite Cleaning

High Touch Surfaces:

Administrative Assistance shall ensure “high touch” surfaces, especially in common areas, are cleaned at least daily using an [EPA listed disinfectant](#).

[Click here](#) to see list of commercially available cleaning products currently recommended.

Disinfection and sanitization of common areas should focus on the following “high touch” surfaces. This list is not exhaustive, but covers the most common surfaces:

Conference Rooms / Break Rooms / Trailers:

Door handles, tabletops, chair arms, telephones, tablets, remotes, TV controls, mouse devices.

Kitchen Areas:

Refrigerator doors and handles, sink fixtures, dishwasher handles, tabletops, countertops, chairs, coffee pots, drinking water dispensers.

Photocopy / Office Supply areas:

Control screens, handles, knobs, as well as common use items like staplers, binders, etc.

Bathrooms / Portable Chemical Toilets:

Door handles, toilet fixtures, sink fixtures.

Common Household Items:

Dishes, drinking glasses, and utensils should be washed with soap and water after use. These should also be washed again by the end user prior to use with warm water and soap.

Common Areas / Conference Rooms / Break Rooms / Trailers

The following items shall be provided:

- Hand Soap and Running water whenever feasible for bathroom areas.
- Alcohol based hand sanitizer that contains 60 to 95% alcohol in common areas and in bathrooms.
- Sanitizing wipes that can be used prior to and after usage of common areas / items.

Personal Hygiene

Hand Hygiene Posters with proper hand washing technique should be posted at all bathrooms. Click [here](#) to see World Health Organization poster on hand washing technique.

If running water is not available, provide alcohol-based hand sanitizer that contains 60 to 95% alcohol.

Contact Hygiene

Avoid touching eyes, nose, and mouth with unwashed hands.

Avoid hand shaking and other forms of personal contact.

Construction Work Site Practices

Personal Protective Equipment

Employees shall maintain personal protective equipment in clean and sanitary condition as follows:

- Safety Glasses – cleaned at least daily using running water and soap.
- Gloves – Soiled gloves shall be washed as needed with soap and water. Heavily soiled or damaged gloves shall be disposed of.

Employees shall not share PPE.

Employees wear construction hazard appropriate gloves when performing work tasks that require them to handle tools, materials, or equipment. Employees should avoid touching their faces and wash their hands promptly after removing work gloves.

Employee are advised to wash their work clothes and face coverings in hot water with laundry detergent.

Shared Construction Equipment

High touch surfaces of shared construction equipment shall be wiped by the operator at the beginning and end of each shift.

Employees shall avoid sharing hand tools whenever possible. Handles of shared hand tools may be wiped down using a dilute bleach solution between same-day shared uses.

Compressed air shall not be used for cleaning surfaces requiring disinfection, as it can cause contaminants to aerosolize and become airborne.

Vehicles

DFJV employees are discouraged from carpooling in personal vehicles unless all occupants of the vehicle are fully vaccinated.

The use of company vehicles for transporting multiple employees (2 people or more in a vehicle including driver) within the project shall be avoided whenever possible. Where feasible, the windows shall remain open to allow ventilation.

Daily Check ins and Social Distancing Reminders

Foremen shall conduct daily meetings with their crews in an open environment. Foremen should ask their employees if anyone has experienced any new symptoms since their last shift, including:

Have you experienced a fever or chills, dry cough, fatigue, sore throat, nausea or vomiting, headache, congestion, runny nose, muscle aches or shortness of breath that you cannot attribute to another health condition? If anyone answers yes, the foremen will separate the employee from the group and notify their superintendent. The Superintendent shall immediately notify the Safety Department of a “Yes” response.

Foremen should also ask if anyone has been in close contact with someone that has been confirmed or that is being tested for COVID-19. In the event of a “Yes” response, Safety shall be notified in order to confirm employee’s vaccination status. If the employee is fully vaccinated, they may remain at work as long as they are not experiencing any symptoms.

Foremen shall remind employees to practice social distancing throughout the shift by avoiding handshakes or other close physical interaction, and by not crowding in small spaces such as truck cabs, trailers, or bathrooms. Employees should try to observe a 6-foot distance from other employees whenever practicable.

Hygiene

Water coolers shall be kept in sanitary condition by wiping down with disinfectant. Shared cups are prohibited, single use cups can be provided, or employees should be instructed to bring their own personal receptacles for use throughout the day.

Soap and running water shall be provided for hand washing whenever possible.

Where it is not possible to provide running water, hand sanitizing gel with at least 60% alcohol content shall be provided.

High Touch surfaces on Portable Chemical Toilets shall be cleaned as required. Employees shall be advised to wash or sanitize their hands prior to and after every use.

Responding to Suspect or Confirmed COVID-19 Cases

Secondary Contact

Due to the declaration of a global pandemic, all employees shall be advised to:

- Practice prudent social distancing
- Wash hands frequently and follow good hygiene practices
- Self-monitor for symptoms and immediately notify supervision if any symptoms arise
- Stay home and seek medical advice if experiencing symptoms
- Remain at home at least 24 hours since last experiencing fever without the use of fever reducing medicine such as ibuprofen or acetaminophen, or until advised by a health care professional.

Primary Contact - Asymptomatic Suspect Case

Note: Close Contact, as currently defined by the CDC, means:

- the person has been within 6 feet of a confirmed positive case for a cumulative total of 15 minutes or more in a 24-hour period

- the 15-minute cumulative exposure time shall be calculated irrespective of the use of facial coverings
- for close contact tracing, the evaluation of close contact shall consider the 2-day period prior to the onset of illness for a symptomatic confirmed case, or 2 days prior to the positive test of an asymptomatic confirmed case.

If an employee has been in close contact with a Confirmed COVID-19 patient, the HR or Safety professional conducting the contact tracing shall determine the employee's vaccination status.

Fully Vaccinated Primary Contacts

If a Primary Contact has self-declared being fully vaccinated, HR shall request confirmation (CDC vaccination card or equivalent). A Confirmed Primary Close Contact shall not be required to quarantine if they have received all recommended vaccine doses or if they had Covid-19 within the last 90 days as confirmed by a viral test.

Confirmed Primary Contacts shall still wear a mask around others for 10 days from the date of last close contact.

DFJV may also offer a Covid test after exposure, at no cost to the employee. If results of the test are positive, or if employee experiences any Covid-like symptoms, the employee shall enter a 5-day isolation period and wear a mask around others for an additional 5 days.

The Supervisor of the Primary Contact employee will work with that employee to evaluate work from home or sick leave options.

Unvaccinated Primary Contacts

If a Primary Contact cannot be confirmed to be fully vaccinated, the employee must enter quarantine for at least 5 days after last close contact and monitor for symptoms of Covid-19 for another 10 days after last close contact. If symptoms develop, the Primary Contact shall get tested immediately and isolate at home until a negative test confirms symptoms are not attributable to COVID-19.

If the test comes back positive, the Primary Contact shall isolate at home for 5 days and wear a mask around others in public for an additional 5 days.

If symptoms do not develop, the Primary Contact shall get tested at least 5 days after last close contact and if negative shall continue to wear a mask around others in public for 10 days.

The Supervisor of the Primary Contact employee will work with that employee to evaluate work from home or sick leave options.

HR and Safety will determine other people who have been in close contact with the Primary Contact and document their findings using the COVID-19 Case Tracking Spreadsheet.

HR and Safety teams will notify any Secondary Contacts (individuals who have been in close contact with an Unvaccinated Suspect Case / Primary Contact).

Employees who ONLY had contact with an asymptomatic, fully vaccinated employee are not considered "Secondary Contacts".

Secondary Contacts shall be advised that:

- they are at “low” risk of potential exposure (according to CDC Risk Categories for Exposure).
- Individuals are thought to be at their most contagious when they are experiencing symptoms.
- they should self-monitor for flu like symptoms for 14 days
- if they experience any symptoms, they should stay home and notify a health care professional and their supervisor
- they will remain informed by the company about the status of the Suspect Case

The HR and Safety departments shall monitor medical status of the Suspect Case and notify Secondary Contacts of any change in status such as escalation to a confirmed case, or de-escalation to a confirmed negative.

Precautionary sanitation and cleaning measures in common and personal areas shall be taken according to routine cleaning guidelines in this DFJV Covid Prevention Policy.

Primary Contact / Suspect Case employees must follow medical advice for self-isolation and may return to work after a 5-day period if all symptoms are absent.

Suspect Case – Symptomatic or Person Under Investigation

If an employee presents with symptoms (fever, cough or shortness of breath) AND has either had contact with a person confirmed or suspected to have infection with COVID-19 within the last 14 days OR is placed under medical investigation specifically seeking to positively diagnose or rule out COVID-19, that employee (Suspect Case) is immediately requested to remain at home, regardless of vaccination status.

If a COVID-19 test is ordered by a health care provider, employee shall not be allowed to return to the work environment until the test results have returned confirming a negative result and clinician confirms ability to return to work.

Safety Managers and Human Resources shall maintain and provide up to date guidance on known locations where COVID-19 testing is available.

Supervisor will work with employee to evaluate work from home or sick leave options.

HR and Safety will determine other people who have been in close contact with Suspect Case and will notify any Contacts (individuals who have been in close contact with a Suspect Case). HR and Safety shall document their findings using the COVID-19 Case Tracking Sheet.

Contacts shall be advised that:

- they are at “low” risk of potential exposure (according to CDC Risk Categories for Exposure)
- they should self-monitor for flu like symptoms for 14 days
- they should seek advice from a medical professional
- if they experience any symptoms, they should stay home and notify a health care professional and their supervisor
- they will remain informed by the company about the status of the Suspect Case

The HR and Safety Professional shall monitor medical status of the Suspect Case and notify Close Contacts of any change in status such as escalation to a confirmed case, or de-escalation to a confirmed negative.

Suspect Case employees must follow medical advice for self-isolation. Unvaccinated employees may return to work after a 5-day period if all symptoms are absent and must wear a mask around others for an additional 5 days. Vaccinated employees who experienced COVID-19 symptoms may return to work with the approval of a project Covid-19 administrator.

Precautionary sanitation and cleaning measures in common and personal areas shall be taken according to routine cleaning guidelines.

Confirmed Case

If an employee notifies their manager, they have tested positive for the coronavirus that employee is immediately requested to remain at home, regardless of their vaccination status.

Supervisor and HR will work with employee to evaluate sick leave or FMLA options.

Supervisor, HR, and Safety will determine other people who have been in close contact with Confirmed Case and document their findings using COVID-19 Case Tracking Sheet.

Confirmed Positive Cases may return to work after:

- Negative covid test at 5 days, if returning to work before the required quarantine period is over
- At least 5 days since symptoms first appeared, *and*
- At least 72 hours with no fever and without use of fever-reducing medication, *and*
- All symptoms improving, *or*
- When authorized by a licensed health care provider

HR and/or Safety will notify any Primary Contacts (individuals who have been in close contact with a Confirmed Case).

Unvaccinated Close Contacts shall be advised that:

- they are at “medium risk” of potential exposure according to CDC Risk Categories for Exposure
- they should seek and follow advice from medical professional
- they should self-monitor for flu like symptoms and immediately report changes in health to a medical professional
- they should stay at home and self-quarantine for a period of 5 days
- they may return to work after the 5-day quarantine period if all symptoms are absent and must wear a mask around others for 5 additional days.

Fully Vaccinated Close Contacts are exempt from quarantine requirements above. They shall be advised to wear a mask around others for 10 days and monitor for symptoms for 14 days following their exposure but may remain at work as long as they do not experience any symptoms.

Office or work location where Confirmed Case occurred shall be undergo Disinfection Protocols.

The Safety Department shall be notified of any confirmed positive cases where contact tracing indicates it is more likely than not that the exposure leading to the employees' illness occurred in the work environment. For these cases, the safety department shall conduct an incident investigation to a) determine whether any workplace conditions likely caused the exposure, b) document any subsequent remedial actions taken to reduce the likelihood of exposure to COVID hazards in the workplace, and c) to make a record keeping determination for OSHA injury and illness logs. All employee medical information shall be maintained confidential.

Returning to Work after Isolation

Any employee who has been in voluntary or imposed quarantine or isolation for the situations specified below must respond to the DFJV "Questionnaire for Post-Isolation Return to Work" and obtain a positive determination about their health status prior to returning to the work environment.

Craft employees shall be interviewed by telephone by a safety or HR professional to determine if all conditions have been met for their safe return.

Non-craft employees shall be interviewed by telephone by a human or Safety resource professional to determine if all conditions have been met for their safe return.

The situations that require the conduct of a Post-Isolation Return to Work interview include:

Confirmed Cases – Employees who underwent quarantine due to confirmed positive for COVID-19.

Confirmed and Suspected Cases of Reinfection – It is recommended that people who have recovered from COVID-19 not be tested for a period of 3 months. However, if a recovered person develops symptoms and tests positive within the 3-month period, or tests positive as the result of a test ordered by a licensed health care provider, they must be treated as a Confirmed Positive Case unless otherwise indicated by a licensed health care professional.

Suspect Case – Employees who underwent isolation due to suspected COVID-19 but were diagnosed negative

Primary Close Contact with a Confirmed Case – Employees who underwent quarantine or isolation due to having been in close contact with a confirmed positive individual.

Quarantine or Isolation for Unspecified / Unidentified Illness – Employees who underwent quarantine or isolation due to flu-like symptoms which did not progress into either suspect or confirmed cases.

Interviews shall be conducted using the most recent version of the Questionnaire. All information shall be treated confidentially and shall be maintained by Human Resources and/or Safety separately from the individual's employment related documents with restricted access to only Human Resources, Safety and Legal.

Multiple COVID-19 Infections and COVID-19 Outbreaks

This is required if three or more employee COVID-19 cases within an exposed group visited the workplace during their high-risk exposure period at any time during a 14-day period.

This will stay in effect until there are no new COVID-19 cases detected in the exposed group for a 14-day period.

COVID-19 testing

DFJV provides COVID-19 testing at no cost to all employees, during paid time, in our exposed group except for:

- Employees who were not present during the relevant 14-day period.
- COVID-19 cases who did not develop symptoms after returning to work pursuant to the return-to-work criteria, no testing is required for 90 days after the initial onset of symptoms or, for COVID-19 cases who never developed symptoms, 90 days after the first positive test.

COVID-19 testing consists of the following:

- All employees in the exposed group are immediately tested and then again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine, isolation, or exclusion period required by, or orders issued by, the local health department.
- After the first two COVID-19 tests, DFJV will continue to provide COVID-19 testing once a week of employees in the exposed group who remain at the workplace, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
- DFJV will provide additional testing when deemed necessary by Cal/OSHA.

DFJV will continue to comply with the applicable elements of the CPP, as well as the following:

- Employees in the exposed group wear face coverings when indoors, or when outdoors and less than six feet apart (unless one of the face-covering exceptions indicated in our CPP apply).
- Give notice to employees in the exposed group of their right to request a respirator for voluntary use if they are not fully vaccinated.
- Evaluate whether to implement physical distancing of at least six feet between persons, or where six feet of physical distancing is not feasible, the need for use of cleanable solid partitions of sufficient size to reduce COVID-19 transmission.

COVID-19 investigation, review, and hazard correction

DFJV will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review are documented and includes:

- Investigation of new or unabated COVID-19 hazards including:
 - Leave policies and practices and whether employees are discouraged from remaining home when sick.
 - COVID-19 testing policies.
 - Insufficient outdoor air.
 - Insufficient air filtration.
 - Lack of physical distancing.
- Updating the review:
 - Every thirty days that the outbreak continues.

- In response to new information or to new or previously unrecognized COVID-19 hazards.
- When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. Consider:
 - Moving indoor tasks outdoors or having them performed remotely.
 - Increasing outdoor air supply when work is done indoors.
 - Improving air filtration.
 - Increasing physical distancing as much as feasible

Buildings or structures with mechanical ventilation

We will filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters, if compatible with the ventilation system. If MERV-13 or higher filters are not compatible, the use of filters with the highest compatible filtering efficiency. DFJV will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units or other air cleaning systems would reduce the risk of transmission and, if so, implement their use to the degree feasible.

Major COVID-19 Outbreaks

This is required should 20 or more employee COVID-19 cases in an exposed group visit a workplace during the high-risk exposure period within a 30-day period.

This will stay in effect until there are fewer than three COVID-19 cases detected in our exposed group for a 14-day period.

DFJV will continue to comply with the Multiple COVID-19 Infections and COVID-19 Outbreaks except that the COVID-19 testing, regardless of vaccination status, is made available to all employees in the exposed group twice a week, or more frequently if recommended by the local health department.

In addition to complying with our CPP and Multiple COVID-19 Infections and COVID-19 Outbreaks we are also:

- Provide employees in the exposed group with respirators for voluntary use in compliance with section 5144(c)(2) and determine the need for a respiratory protection program or changes to an existing respiratory protection program to address COVID-19 hazards.
- Separate by six feet (except where we can demonstrate that six feet of separation is not feasible and there is momentary exposure while persons are in movement) any employees in the exposed group who are not wearing respirators. When it is not feasible to maintain a distance of at least six feet, individuals are as far apart as feasible.
- Install cleanable solid partitions that effectively reduce transmission between the employee and other persons at workstations where an employee in the exposed group is assigned to work for an extended period, desks, and where the physical distancing requirement is not always maintained.
- Evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected.
- Implement any other control measures deemed necessary by Cal/OSHA.

Environmental Disinfection Protocols

In the event of a Confirmed or Symptomatic / Presumed COVID-19 case in the work environment, the following environmental disinfection protocols shall be followed. Employees performing clean up procedures shall either be contracted specialists, or properly trained employees.

Personal Protective Equipment

Clean up crews shall wear:

- Disposable nitrile gloves, or reusable rubber gloves
- Eye protection
- Disposable or elastomeric N95 respirators

Cleaning Agents

EPA listed cleaning agents shall be used. Click [here](#) for a current list.

Cleaning crews shall read and follow the manufacturer's instructions for all cleaning and disinfection products and shall ensure they are used in accordance with specifications for dilution ratios, application, and removal methods, contact times, expiration dates, etc. Any additional PPE or ventilation requirements shall also be in place prior to clean up.

Alternatively, diluted household bleach solutions can be used if appropriate for the surface. Bleach shall never be mixed with ammonia or any other cleanser.

Prepare a bleach solution by mixing:

- 5 tablespoons (1/3rd cup) bleach per gallon of water or
- 4 teaspoons bleach per quart of water

Clean Up Procedures

Windows and doors shall be opened to allow natural ventilation.

Clean up crew shall ensure occupants are out of the area.

Waste disposal containers in the area shall be emptied prior to starting surface cleaning and disinfection.

If surfaces are soiled or dirty, they must be cleaned using a detergent or soap and water prior to disinfection. For disinfection, products shall be applied uniformly to surfaces and allowed to rest for the required contact time according to manufacturer instructions.

For soft (porous) surfaces such as carpeted floor, rugs, and drapes, visible contamination shall be removed if present. Any soiled materials that cannot be cleaned or disinfected shall be disposed of and double bagged in plastic trash bags. Once surfaces are free of visible contamination, products with the EPA-approved emerging viral pathogens claims that are suitable for porous surfaces shall be applied.

All contaminated cleaning material and disposable PPE shall be placed in a plastic bag, double bagged and sealed prior to disposal.

If reusable gloves are used, gloves must be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes. Reusable gloves must be disinfected after each use.

Clean up crews shall thoroughly wash hands with soap and water immediately after gloves are removed.

Responsibilities and Authorities

Executive Managers

- Monitor global and national developments and ensure plan is consistent with current recommendations and best practices.

Field and Office Managers

- Monitor State and Local Government Directives and Declarations to ensure compliance with local orders.
- Develop a site-specific supplemental to this plan using Appendix A to address and incorporate any local orders not addressed by this plan.
- Ensure key personnel remains knowledgeable and informed on current plans.

Human Resource Professionals & Safety Professionals

- Shall investigate and document suspect or confirmed COVID-19 Cases.
- Shall communicate with Contacts and provide them with necessary updates.
- Shall maintain record of suspect or confirmed cases in the work environment.
- Shall notify public health authorities in the event of a confirmed positive case in the work environment.
- Shall provide training to project personnel and ensure DFJV Covid Prevention Policy is fully implemented.
- Shall perform frequent and routine assessments of the work environment to ensure compliance with this DFJV Covid Prevention Policy.
- Shall remain informed about medical testing facilities in the area.
- Shall ensure trained personnel and PPE is available to perform routine work and Environmental Disinfection Protocols as needed.
- Shall ensure disinfecting protocols are followed in the event of a positive case in the work environment.

Training Requirements

DFJV will provide effective employee training and instruction that includes:

- COVID-19 policies and procedures to protect employees from COVID-19 hazards, and how to participate in the identification and evaluation of COVID-19 hazards.
- Information regarding COVID-19-related benefits (including mandated sick and vaccination leave) to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then

touches their eyes, nose, or mouth.

- An infectious person may have no symptoms.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19 and are most effective when used in combination.
- The right of employees that are not fully vaccinated to request a respirator for voluntary use, without fear of retaliation, and policies for providing the respirators. Employees voluntarily using respirators will be trained on the requirements:
 - How to properly wear them.
 - How to perform a seal check according to the manufacturer’s instructions each time a respirator is worn, and the fact that facial hair can interfere with a seal.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. Since COVID-19 is an airborne disease, N95s and more protective respirators protect the users from airborne disease, while face coverings primarily protect people around the user.
 - The conditions where face coverings must be worn at the workplace.
 - That face coverings are additionally recommended outdoors for people who are not fully vaccinated if six feet of distance cannot be maintained.
 - Employees can request face coverings and can wear them at work regardless of vaccination status and without fear of retaliation.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- Information on our COVID-19 policies and how to access COVID-19 testing and vaccination, and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death.

Training Type	Required	Recommended	Renewal	Instructor Qualifications
Read COVID-19 Plan and complete covid training	Managers and Support Staff	Superintendents, Engineers, Foremen	As needed	None
Toolbox Training	All employees		Monthly	None

Records and Record Retention

Form / Record	Record Location	Retention Period
COVID-19 Tracking Worksheet	Human Resource and/or Safety Professional	Duration of work plus 30 years
Employee Training Records	Safety Department	Duration of employment
Questionnaire for Return to Work	Human Resources – separate from employment files and with restricted access to only HR, Safety and Legal.	Duration of employment