



# **COVID-19 SITE SPECIFIC HEALTH & SAFETY PLAN**

**Project:**

## **COVID-19 Safety Compliance Officer - Primary**

**Name:**

**Phone Number:**

**Email**

## **COVID-19 Safety Compliance Officer - Secondary**

**Name:**

**Phone Number:**

**Email**

# COVID-19 SAFETY PLAN

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McCarthy is committed to ensuring the health and well-being of our employees and their families. Therefore, we all must remain focused in mitigating our exposure. McCarthy has developed a COVID-19 Health and Safety Plan to be implemented throughout the company. We have established a Region wide COVID-19 webpage with all current requirements and company resources that is available to all employees.

McCarthy's COVID-19 Safety Plan is compliant with the most updated Cal OSHA regulations. Please refer to your local County Health Orders for more stringent requirements. Management and Project Supervision must be familiar with this Plan and be ready to answer questions from employees and trade partners. Management and Project Supervision must always follow this Plan. This involves practicing good personal hygiene and jobsite safety practices to prevent the spread of the virus. Management and Project Supervision must encourage this same behavior from all employees and trade partners.

## A. Management & Employee Responsibilities

McCarthy has implemented various housekeeping, social distancing, jobsite auditing, and other best practices at our jobsites. These practices will be posted throughout the jobsite and available upon request to all employees. All employees must follow these. In addition, employees are encouraged to report to their managers or supervisors, without fear of reprisal, if they are experiencing signs or symptoms of COVID-19, as described below. If you have a specific question about this Plan or COVID-19, please ask your manager or supervisor.

The CDC and OSHA have provided the following control and preventative guidance to all workers, regardless of exposure risk:

- Frequently wash your hands with soap and water for at least 20 seconds.
- When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Follow appropriate respiratory etiquette, which includes covering your mouth and nose or using the inside of your elbow for coughs and sneezes.
- Avoid close contact with people who are sick.
- Carpooling is not permitted unless workers live within the same household.
  - Exceptions can be made if no other means of transportation are available.
- No community or shared food or beverages or utensils are allowed.

## B. Employee Screening & COVID-19 Reporting

The purpose of employee screening is to establish a process for all projects to incorporate daily COVID-19 employee screening methods for all personnel entering the project. This is to include the entire workforce, deliveries and visitors entering a project. All procedures must comply with known CDC and OSHA health and safety requirements. This requirement will remain in place until it is no longer required by Federal/State/Local requirements.

### COVID-19 Reporting

McCarthy shall encourage employees, without fear of reprisal, to report COVID-19 Symptoms, possible COVID 19 exposures, and possible COVID-19 hazards at the workplace.

### Employee Self-Screening

- Employees will be required to perform self-screening prior to coming to work. Posters providing guidance on self-screening are available on the [McCarthy COVID-19 Resources Page](#).

### Project Site Screening Tools & Resources

- Project sites will be provided with “spot-check” temperature screening tools and resources, when available, that will include “non-contact” forehead temperature screening tools. This tool is available to utilize when an employee is showing signs or symptoms or requests verification of their temperature.

### Project Site Screening Process

If the project site is required to conduct site specific employee screening by local jurisdictions, owner requirements, or other applicable regulations, the following procedures will be used:

- Each site must create designated entry point(s) for the workforce to be screened.
- COVID-19 educational safety & health information must be posted at entry points to the project.
- Measures will be established to maintain “social distancing” requirements. This may require paint marks on the ground, delineators, and other means to control separation. This process is not to be conducted in small areas or spaces where “social distancing” is not possible.

- Employee screening will be conducted by a third-party licensed healthcare professional. If a third-party licensed healthcare professional is not immediately available, the project site may utilize alternative measures to complete employee screening, with approval from the Regional Safety Director, Regional Human Resources Director and Legal, with the understanding that a licensed healthcare professional will be assigned to the project as soon as they are available.
- The Employee Screening Form or Employee Screening Log, or similar type form, will be used to facilitate and document screening.
  - Any positive (yes) responses to the screening form will require the individual to not be admitted on the project site for 24 hours after the symptom has went away.
  - Completed Employee Screening Forms will be destroyed by the end of each work shift.
- If temperature screening is required:
  - All employees will receive a “non-contact” forehead temperature screen prior to being permitted access to the jobsite.
  - If someone indicates a high temperature, please move them to an area away from others and ask them to protect with a surgical type face mask. The person conducting the screening must wear the same type of mask.
  - If an employee’s temperature is less 100.4 degrees F, and they do not exhibit symptoms consistent with the COVID-19 virus, the employee may access the jobsite to proceed with work.
  - If an employee has a temperature of 100.4 degrees F or greater, or does exhibit symptoms consistent with the virus, the employee will not be allowed on the project site for 24 hours after the fever has been reduced without the aid of medication.
- The third-party licensed health care professional assigned to conduct the screening will notify Project Supervision of any employees that have symptoms related to COVID-19, so that appropriate measures per CDC guidelines are implemented and the person safely exits the project.
- All health and safety precautions must be taken by those performing screening to ensure their safety and the safety of those being screened. At a minimum:
  - Wear appropriate PPE (disposable type gloves, safety glasses, surgical type mask, etc.)
  - Follow all social distancing measures.
  - Ensure all equipment used must be cleaned in accordance with manufacturer’s instructions between every use.

## C. Jobsite Protective Measures

McCarthy has instituted the following protective measures at all jobsites.

### General Safety Policies & Rules

- Project sites and trade partners will develop and implement a COVID-19 Site-Specific Safety Plan that addresses the specific protective measures applicable to their project.
- For California projects, a COVID-19 Safety Compliance Officer (SCO) will be assigned to manage and implement the COVID-19 Site Specific Safety Plan.
- The (SCO) has been designated shall ensure implementation of all recommended safety and sanitation requirements regarding the COVID-19 virus.

Designee Name:

Back-up: \_\_\_\_\_#\_\_\_\_\_ and Name: \_\_\_\_\_#\_\_\_\_\_

- SCO will conduct safety audits to ensure that the COVID-19 Safety Plan is being followed. Audits will be documented using the Procore COVID-19 Safety Inspection Checklists. These daily audits will be kept for a minimum of one year.
- SCO will immediately inform McCarthy Management of any non-compliance issues for correction.
- For safety meetings and Task Hazard Analysis Meetings (THA) conducted in-person, attendance will be collected verbally and or video record/photographed, and supervision will sign-in each attendee. Utilize megaphones and or speaker systems to broadcast the safety meetings over a large area for all to hear while maintaining social distancing. Attendance will not be tracked through passed-around sign-in sheets or mobile devices. During any in-person safety meetings, avoid gathering in groups of more than 10 people and participants must remain at least six (6) feet apart.
- Only 4 workers (3 workers plus the operator) will be allowed in a man/material hoist at one time to maintain social distancing, unless spacing in the hoist allows otherwise.
- Crews should be brought in early or stay late to utilize man/material hoist for material loading/unloading so the man/material hoist can be better utilized for personnel during normal work hours.
- Employees must avoid physical contact with others and direct employees/contractors/visitors to increase personal space to at least six (6) feet, where possible. For our office trailers, only necessary employees should enter the trailers and all employees should maintain social distancing while inside the trailers.

- All in-person meetings will be limited to only those deemed essential. To the extent possible, meetings will be conducted by video conferencing or telephone. All in-person meetings shall be limited to less than ten (10) people.
- Employees will be encouraged to stagger breaks and lunches, if practicable, to reduce the size of any group at any one time to less than ten (10) people.
- Jobsites, if possible, shall establish permanent hand washing stations with running potable water.
- **Areas that may be considered “choke points” or other “high-risk” areas where workers may be unable to maintain a minimum of 6ft social distancing will be strictly controlled by (Controls may include, but are not limited to) delineation, physical barriers, tape marks on floors, or a designated person to control the area.**
- For jobsite hand washing stations that do not have access to running water, McCarthy will provide, if available, alcohol-based hand sanitizers and/or wipes.
- Employees should limit the use of a co-worker’s tools and equipment. To the extent tools must be shared, the Company will provide alcohol-based wipes to clean tools before and after use. When cleaning tools and equipment, consult manufacturing recommendations for proper cleaning techniques and restrictions.
- McCarthy will adjust work schedules and add additional, where possible and if needed, so workers can maintain social distancing to at least 6 feet, where possible.
- McCarthy shall limit one passenger (driver) for all McCarthy company vehicles.
- If practicable, employees should operate/drive the same truck or piece of equipment every shift.
- In lieu of using a common source of drinking water, employees should use individual water bottles.
- For tasks in which social distancing is not feasible, the following recommendations apply:
  - Tasks should be addressed on the crew’s Task Hazard Analysis.
  - Alternative measures should be evaluated to verify that lack of social distancing is not feasible.
  - Employees have confirmed they are comfortable performing the work task within a 6’ distance.
- Employees failing to adhere to these protective measures could be subject to disciplinary action, up to and including, removal from the project site.

### **Working in Occupied Building or Campuses**

- When performing construction and maintenance activities within occupied buildings, and other establishments, these work locations present unique hazards with regards to COVID-19 exposures. McCarthy will evaluate the specific hazards when determining best practices related to COVID-19.

- During this work, employees must sanitize the work areas upon arrival, throughout the workday, and immediately before departure. The project site will provide alcohol-based wipes or other cleaning materials for this purpose.
- Employees should ask other occupants to keep a personal distance of six (6) feet at a minimum. Workers should wash or sanitize hands immediately before starting and after completing the work.

## **D. Jobsite Visitors**

- The project site shall limit jobsite visitors to only those deemed essential.
- All visitors will be screened in advance of arriving on the job site. If the visitor answers “yes” to any of the following questions, he/she should not be permitted to access the jobsite:
  - Have you, or anyone in your residence, come into close contact (within 6 feet) with someone who has a suspected or confirmed COVID-19 diagnosis in the past 14 days either at home or on a jobsite, etc.?
  - Are you experiencing a new or sudden onset of any of the following symptoms: fever or chills, cough, shortness of breath or difficulty breathing, new loss of taste or smell, muscle or body aches, headache, sore throat, diarrhea, congestion or runny nose, nausea or vomiting, and/or fatigue?
  - Are you experiencing a fever above 100.4 F, or have you in the last 24 hours?
- Site deliveries will be permitted but should be properly coordinated in line with the employer’s minimal contact and cleaning protocols.

## **E. Personal Protective Equipment & Work Practice Controls**

- In addition to regular PPE for workers engaged in various tasks (fall protection, hard hats, hearing protection), the following PPE requirements apply:
  - Gloves shall always be worn while on-site. The type of glove worn should be appropriate to the task. Employees should avoid sharing gloves. Be aware that general work gloves will not protect you from COVID-19. It is important to maintain good personal hygiene while wearing gloves. Avoid touching your face and wash your hands once gloves are removed.

- Eye protection shall always be worn while on-site.
- No shared PPE will be allowed.
- The CDC has updated their recommendations on wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain, especially in areas where there is significant community-based transmission of COVID-19. To provide the safest work environment, all McCarthy employees, trade partners, vendors and all other visitors will be required to wear face coverings while on our projects and in our offices:
  - when outside of an individual’s enclosed space, private workspace, or area,
  - or when mandated by local jurisdictions, owner requirements, or other applicable regulations.
- The only exceptions to this requirement are:
  - when an individual is working alone in an enclosed space such as an office or an equipment cab,
  - when an individual is working alone in a private workspace or area and social distancing by at least 6’, such as a cubicle or workstation, or a room or general work area,
  - or while eating in a defined area while social distancing by at least 6’. Cloth type masks are a great option as they are washable and longer lasting. The CDC provides guidance on face masks on their [website](#).
- **NOTE:** The CDC is currently not recommending that healthy people wear N95 respirators to prevent the spread of COVID-19. Employees should only wear N95 respirators if required by the work task and if available.

## F. Jobsite Cleaning & Disinfecting

McCarthy has instituted regular housekeeping practices, which includes cleaning and disinfecting frequently used tools and equipment, and other elements of the work environment, where possible. Employees should regularly do the same in their assigned work areas.

- Jobsite trailers and break/lunchroom areas will be cleaned at least once per day/single work shift. Employees performing cleaning will be issued proper personal protective equipment (“PPE”), such as nitrile, latex, or vinyl gloves and gowns, as recommended by the CDC.
  - **Jobsite Cleaning Schedule:** \_\_\_\_\_
  - **Trailer Cleaning Schedule:** \_\_\_\_\_
- Any trash collected from the jobsite must be changed frequently by someone wearing nitrile, latex, or vinyl gloves.

- Implement and maintain our Keep it Clean Keep it Safe Housekeeping Program to reduce dust levels on the jobsite
- Any portable jobsite toilets should be cleaned a minimum twice per week and disinfected on the inside. McCarthy will ensure that hand sanitizer dispensers are always filled.
- Frequently touched items (i.e. door pulls and toilet seats) will be disinfected frequently throughout the day.
  - **Portable Toilet Cleaning Schedule:** \_\_\_\_\_
- Vehicles and equipment/tools should be cleaned at least once per day and before change in operator or rider.
- McCarthy will maintain disinfectant supplies at the jobsite. Examples of these are:
  - Common EPA-registered household disinfectants
  - Alcohol solution with at least 60% alcohol; or
  - Diluted household bleach solutions (these can be used if appropriate for the surface).
  - Please reference McCarthy's COVID-19 Resources Page for a [list of approved cleaning alternatives](#).
- McCarthy will maintain Safety Data Sheets of all disinfectants used on site.

## G. Jobsite Exposure Control Situations

If someone at your project is believed to have been exposed to COVID-19, or demonstrates symptoms of the virus, that location must follow the actions outlined below:

- Remain Calm. It is important to avoid overreacting in order to prevent panic on the jobsite.
- Report immediately to the following:
  - Human Resources Director
  - Safety Director
  - Legal
  - McCarthy VP of Operations
  - Project Director
- Subject to other direction from those listed above, the individual should contact their local medical provider or their county health department hotline for further guidance. In addition, you should identify any other individuals who had prolonged contact too and within 6 feet of that individual and send those individuals home until further notice.
- **Wage compensation of potentially affected employee(s) can be found on the McCarthy Insider webpage and provided upon request.**

The following protocol will be followed for each case scenario:

<p><b>Employee Exhibiting COVID-19 Symptoms</b></p>	<ul style="list-style-type: none"> <li>▪ If an employee exhibits COVID-19 symptoms, the employee must remain at home until he or she is symptom-free for 24 hours without the use of fever-reducing or other symptom-altering medicines (<i>e.g., cough suppressants</i>). McCarthy will similarly require an employee that reports to work with symptoms to return home until they are symptom-free for 24 hours. To the extent practical, employees are required to obtain a doctor’s note clearing them to return to work.</li> </ul>
<p><b>Employee Tests Positive for COVID-19</b></p>	<ul style="list-style-type: none"> <li>▪ Report immediately to the following:             <ul style="list-style-type: none"> <li>▫ Human Resources Director</li> <li>▫ Safety Director</li> <li>▫ Legal</li> <li>▫ McCarthy VP of Operations</li> <li>▫ Project Director</li> <li>▫ Communications</li> </ul> </li> <li>▪ If the individual is our employee, he or she should be interviewed via phone call by the Human Resources Director. If he or she is a subcontractor employee or other third-party, Human Resources will work with that person’s employer to obtain this information.</li> <li>▪ All potential areas of exposure should be immediately isolated.</li> <li>▪ Once information is gathered and recommendations tendered, project supervision will create and implement a cleaning protocol for the specific situation, which may involve contacting a qualified local cleaning provider. Ensure the cleaning or disinfection protocol is aligned with current recommendations from the CDC and World Health Organization (WHO). The following spaces should be included in the assessment.             <ul style="list-style-type: none"> <li>▫ All common areas:                 <ul style="list-style-type: none"> <li>▪ Meeting spaces, bathrooms, kitchen and break areas, entry and exit points, elevators and man/material hoists, stair towers, copy and production spaces, the employee’s immediate work area and adjacent working areas.</li> </ul> </li> <li>▫ An enhanced clean should include the following:                 <ul style="list-style-type: none"> <li>▪ VAV filter replacement around the affected area,</li> <li>▪ Other spaces identified as “touch points” throughout the facility</li> <li>▪ Air conditioning systems should have the filters replaced.</li> </ul> </li> </ul> </li> <li>▪ Issue an internal communication detailing the following:             <ul style="list-style-type: none"> <li>▫ Notify personnel of the case and their potential exposure</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>▫ Detail what actions have been taken including SDSs for cleaning products</li> <li>▫ Detail what actions are due to be taken</li> <li>▫ Reiterate professional responsibilities for limiting exposure</li> <li>▫ Provide a point of contact for internal inquiries</li> </ul> <ul style="list-style-type: none"> <li>▪ An employee that tests positive for COVID-19 will be directed to self-quarantine away from work. Employees that test positive and who have stayed home (<i>home isolated</i>) can return to work under the following conditions provided by the CDC: <ul style="list-style-type: none"> <li><b><u>If the employee will not have a test</u></b> to determine if they are still contagious, they can return to work after these three things have happened: <ul style="list-style-type: none"> <li>▪ They employee has had no fever for at least 24 hours (<i>that is one full day of no fever without the use of medicine that reduces fevers</i>)</li> <li><b>AND</b></li> <li>▪ other symptoms have improved (<i>for example, when a cough or shortness of breath have improved</i>)</li> <li><b>AND</b></li> <li>▪ at least 10 days have passed since the symptoms first appeared.</li> </ul> </li> <li><b><u>If the employee will be tested</u></b> to determine if they are still contagious, they can return to work after these three things have happened: <ul style="list-style-type: none"> <li>▪ The employee no longer has a fever (<i>without the use of medicine that reduces fevers</i>)</li> <li><b>AND</b></li> <li>▪ other symptoms have improved (for example, when a cough or shortness of breath have improved)</li> <li><b>AND</b></li> <li>▪ the employee has received two negative tests in a row, 24 hours apart.</li> </ul> </li> </ul> </li> </ul> <p>In all cases, employees will be instructed to follow the guidance of their healthcare provider and local health department. The decision to stop home isolation should be made in consultation with your healthcare provider and state and local health departments. Local decisions depend on local circumstances.</p>
<p><b>Employee Who Did Not Have COVID-19 Symptoms, But Tested Positive And Has Stayed Home (<i>Home Isolated</i>)</b></p>	<ul style="list-style-type: none"> <li>▪ <b><u>If the employee has not had a test</u></b> to determine if they are still contagious, they can leave home after these two things have happened: <ul style="list-style-type: none"> <li>▪ At least 10 days have passed since the date of their first positive test</li> <li><b>AND</b></li> <li>▪ they continue to have no symptoms (<i>no cough or shortness of breath</i>) since the test.</li> </ul> </li> <li>▪ <b><u>If the employee has had a test</u></b> to determine if they are still contagious, they can leave home after: <ul style="list-style-type: none"> <li>▪ They employee has received two negative tests in a row, at least 24 hours apart. The employee’s doctor will follow <u>CDC guidelines</u>.</li> </ul> </li> </ul>

**Employee Has Close Contact with a Test-Positive COVID-19 Individual**

- Employees that have come into close contact with a confirmed-positive COVID-19 individual (co-worker or otherwise), will be directed to self-quarantine for 14 days from the last date of close contact with the carrier. The CDC outlines close contact as:
  - Within 6' of someone who has COVID-19 for a cumulative total of 15 minutes or more over a 24 hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.
  - Providing care at home to someone who is sick with COVID-19
  - Having direct physical contact with a person with COVID-19 (touching, hugged, and/or kissed)
  - Sharing eating or drinking utensils
  - Being sneezed, coughed, or somehow getting droplets on you from an individual with COVID-19
- If an employee learns that he or she has come into close contact with a confirmed-positive individual outside of the workplace, he/she must alert a manager or supervisor of the close contact and also self-quarantine for 14 days. The other alternative options that will be provided in lieu of the 14-day quarantine are the following:
  - Option 1 – An employee's quarantine can end after day 10 without testing if no symptoms have been reported during daily monitoring. The employee must watch for symptoms until 14 days after exposure.
  - Option 2 – When diagnostic testing resources are sufficient and available, then quarantine can end after day 7 if a diagnostic specimen tests negative and if no symptoms were reported during daily monitoring. The specimen may be collected and tested within 48 hours (at least 5 days after exposure) before the time of planned quarantine discontinuation, but quarantine cannot be discontinued earlier than after day 7. The employee must watch for symptoms until 14 days after exposure.

**COVID-19 Testing**

Single Exposure

When there has been a COVID-19 case at the workplace McCarthy will offer COVID-19 specific testing at no cost to all employees who had potential exposure in the workplace.

Outbreak

When there are three or more in an exposed workplace within a 14-day period this is defined as a COVID-19 Outbreak. This section applies to an “outbreak” scenario and shall apply until there are no new COVID-19 cases detected at the exposed workplace for a 14-day period.

McCarthy will provide COVID-19 testing to all employees at the exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period(s). COVID-19 testing shall be provided at no cost to employees during employees’ working hours.

*This testing will be set up for each exposed workplace by the COVID Task Force Immediately upon notification of the positive cases.*

The employer shall contact the local health department immediately but no longer than 48 hours after the employer knows, or with diligent inquiry would have known, of three or more COVID-19 cases for guidance on preventing the further spread of COVID-19 within the workplace. The employer shall provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. The employer shall continue to give notice to the local health department of any subsequent COVID-19 cases at the workplace.

## **H. Training & Instruction**

McCarthy shall train all employees on the hazards of COVID-19 and mitigation protocol. Topics covered shall include:

- Health Hazards of COVID-19 and how it can be transmitted
- Mitigation factors to protect employees from COVID-19 hazards.
- Social Distancing and how it can prevent the spread of COVID-19
- Proper use of Face Coverings
- Importance of frequent hand washing, sanitation, and personal hygiene.
- COVID-19 symptoms and the importance of not coming to work if experiencing COVID-19 symptoms
- COVID-19 benefits which may be applicable under federal, state, or local

laws.

## **I. Essential Industry**

Several States and localities are issuing orders that prohibit work and travel, except for essential businesses. In general, construction work has been deemed essential and McCarthy is committed to continuing operations safely. If upon your travel to and from the worksite, you are stopped by State or local authorities, you will be provided a letter that you can show the authorities indicating that you are employed in an “essential” industry and are commuting to and from work.

## **J. Confidentiality/Privacy**

Except for circumstances in which McCarthy is legally required to report workplace occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances. When it is required, the number of persons who will be informed of an employee’s condition will be kept at the minimum needed not only to comply with legally-required reporting, but also to assure proper care of the employee and to detect situations where the potential for transmission may increase. McCarthy reserves the right to inform other employees that a co-worker (without disclosing the person’s name) has been diagnosed with COVID-19 if the other employees might have been exposed to the disease so the employees may take measures to protect their own health.