

COVID-19 Toolbox Talk

What is COVID-19?

A mild to severe respiratory illness that is caused by a [coronavirus](#) (*Severe acute respiratory syndrome coronavirus 2* of the genus *Betacoronavirus*), is transmitted chiefly by contact with infectious material (such as respiratory droplets) or with objects or surfaces contaminated by the causative virus, and is characterized especially by fever, cough, and shortness of breath and may progress to pneumonia and respiratory failure

How is COVID-19 Spread?

The CDC states COVID-19 is believed to be mainly spread person to person through people who are in close contact with one another (within approximately 6 feet) through respiratory droplets produced when an infected person coughs or sneezes, and or other bodily secretions. These droplets can then land in the mouths or noses people nearby and possibly inhaled into the lungs.

Know the Symptoms of COVID-19

- Coughing, fever, shortness of breath, and difficulty breathing.
- Early symptoms may include chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, and runny nose. If you develop a fever and symptoms of respiratory illness, **DO NOT GO TO WORK** and call your health-care provider immediately. Do the same thing if you come into close contact with someone showing these symptoms.

COVID-19 Prevention and Work Practice Controls:

Worker Responsibilities

- 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. Always wash hands that are visibly soiled.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Avoid sharing items like tools, writing utensils, technology
- Employees who have symptoms (i.e., fever, cough, or shortness of breath) should notify their supervisor and stay home—**DO NOT GO TO WORK**.
- Practice social distancing, maintaining minimum of 6 feet apart from other individuals.
- Sick employees should follow [CDC-recommended steps](#). Employees should not return to work until the criteria to [discontinue home isolation](#) are met, in consultation with healthcare providers and state and local health departments.

General Job Site Practices

- Clean AND disinfect frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, and doorknobs.
- Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible.
- Clean and disinfect frequently used tools and equipment on a regular basis.
 - This includes other elements of the jobsite where possible.
 - Employees should regularly do the same in their assigned work areas.
- Clean shared spaces such as trailers and break/lunchrooms at least once per day.
- Avoid sharing tools with co-workers if it can be avoided. If not, disinfect before and after each use.
- Arrange for any portable job site toilets to be cleaned by the leasing company at least twice per week and disinfected on the inside.
- Any trash collected from the jobsite must be changed frequently by someone wearing gloves.
- All workers on site are required to wear a face mask/cloth face covering on at all times while on site. A face covering is a cloth, bandana, or other type of material that covers a person's nose and mouth. The CDC lists five criteria for "cloth face coverings": the face covering should: fit snugly but comfortably against the side of the face; be secured with ties or ear loops; include multiple layers of fabric; allow for breathing without restriction; and be able to be laundered and machine-dried without damage or change to shape. Use of a face covering is not a substitute for other workplace preventative techniques that are outlined in this Plan.
- Avoid ride sharing unless absolutely necessary.

COVID-19 Reporting Steps

Steps to take in the Event of a Possible Exposure to COVID-19

In the occurrence of a COVID-19 or possible COVID-19 case, time is of the essence and Dustin **must be notified immediately**. Dustin requires that if yourself, a fellow employee or another person(s) on your worksite has potentially been or believes they have been exposed to COVID-19, to provide the information requested and follow the best practices below.

- Identify any other workers/employees who may have had close personal contact with the individual.
- Identify the person(s), the company(s) for which the person(s) works, and where the person(s) was working on site.
- Advise person(s) employer(s)/supervisor(s) of situation immediately.
- Document person's last day on site.
- Have person(s) supervisor(s) and or company(s) remove person(s) from site as well as any known person(s) they were in direct contact with and advise them to contact their respective health provider.
- Person(s) is not permitted back as follows:
 - 1) At a minimum, in the event of a COVID-19 scare, person(s) are not permitted back until being able to be symptom free for 72 hours (3 full days) without the use of fever-reducing or other symptom-altering medicines (e.g., cough suppressants). Highly recommend person(s) are tested for COVID-19
 - 2) If tested, and confirmed negative, person(s) allowed to comeback at will.
 - 3) If tested and confirmed positive for COVID-19, person(s) as well as known person(s) in close proximity not permitted back onsite for a minimum of 14 days (self-quarantine) and being able to show symptom free for 72 hours (3 full days) without the use of fever-reducing or other symptom-altering medicines.
 - 4) To the extent practical, person(s) are asked to obtain a doctor's note or note from employer stating person(s) have been cleared to work.
- If confirmed positive, Dustin contract out cleaning and disinfecting of suspected area where removed person(s) was working, as best practical. **See CDC/OSHA guidelines.** OSHA has indicated that there is typically no need to perform special cleaning or decontamination of work environments, unless those environments are visibly contaminated with blood or other bodily fluids.
- Dustin team may or may not initiate work stoppage on the project. Work stoppage duration will be determined on a case by case basis, but based on CDC guidelines, a stoppage would be for no more than 72 hours. Numerous factors such as exposure time,

exposure type, project stage, and most importantly the cleaning/disinfectant protocol recommended by OSHA & CDC, will determine how long a job may stop work.

Definitions

Social Distancing: Limit groups to less than 10 persons, while maintaining minimum 6 feet of separation amongst persons.

Close Contact / Exposure: 1) being within approximately 6 feet (2 meters) of a COVID-19 case for a prolonged period of time; or 2) having direct contact with infectious secretions of a COVID-19 case.

Recovery: (1) resolution of fever without the use of fever-reducing medications; and (2) improvement in respiratory symptoms (e.g., cough, shortness of breath).