



SPIRE INTEGRATED SYSTEMS

WORKING ON JOBSITES DURING CORONAVIRUS

The purpose of this plan is to outline the steps that employees can take to reduce the risk of exposure to COVID-19. The plan describes how to prevent exposure to coronavirus, protective measures to be taken on the jobsite, personal protective equipment and work practice controls to be used, cleaning and disinfecting procedures, and what to do if you become sick.

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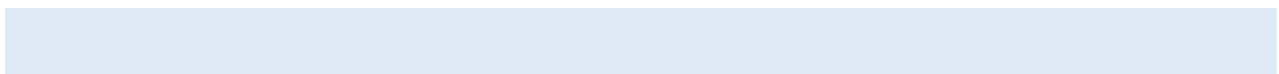
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RESPONSIBILITY OF SUPERVISORS AND EMPLOYEES

ALL SUPERVISORS MUST BE FAMILIAR WITH THIS PROCESS AND ENCOURAGE TEAM ADHERANCE.

OSHA and CDC have provided the following control and preventative guidance to all workers:

- ✓ Frequently wash your hands with soap and water for at least 20 seconds. When soap and water are unavailable, use an alcohol based rub.
- ✓ Avoid touching your eyes, nose or mouth with unwashed hands.
- ✓ Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
- ✓ Follow social distancing recommendations and stay away 6 feet or more from other people.

Make sure you are fully familiar with symptoms of COVID-19:

- ❖ Coughing
- ❖ Fever
- ❖ Shortness of breath, difficulty breathing
- ❖ Early symptoms such as chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, runny nose

If you develop any of these symptoms, **DO NOT GO TO WORK** and call your healthcare provider right away. Likewise, if you come into close contact with someone showing these symptoms, call your healthcare provider right away.

Employees exhibiting symptoms will be directed to self-quarantine until symptom-free for 72 hours.

Employees who test positive for COVID-19 will be directed to self-quarantine until 7 days after positive test.

Employees who have close contact with positive COVID-19 individual will be directed to self-quarantine for 14 days since contact with individual.

PERSONAL PROTECTION EQUIPMENT

YOUR VAN SHOULD BE EQUIPPED WITH THE FOLLOWING:

- 5 disposable Masks or 2 cloth Masks
- Disposable gloves
- Booties (disposable or cloth)
- Safety glasses
- Antibacterial gel
- Roll paper towels
- Ziploc baggies
- Antibacterial soap
- 5 gallon water jug
- 1 container disinfectant wipes
- Garbage bags

PREPARING FOR THE VISIT

STEPS TO TAKE PRIOR TO THE CLIENT VISIT:

1. Send Client Consent Form to client as soon as you schedule visit and have signed before going on site
2. Ensure van is stocked with necessary PPE items
3. Wipe down van surfaces daily:
 - Door handle
 - Steering wheel
 - Seat
 - Controls
4. Wash hands before leaving with soap and water
5. Take temperature same day
 - Must be lower than 100 degrees

PROCESS TO ENTER HOME

FOLLOW THESE STEPS TO ENSURE EVERYONE'S SAFETY

Before entering home:

1. Exit van
2. Use antibacterial gel to disinfect hands
3. Put on mask
4. Put on safety glasses
5. Put on gloves

At door:

- ❖ Put on booties

While in the home:

- ❖ Maintain social distancing of 6 feet or more
- ❖ Avoid sharing tools when possible
 - a. If not, wipe down before and after using

!!! If at any time, you do not feel safe in the home:

- ❖ Notify client that you need to reschedule
- ❖ Notify PM, Juan & JB

PROCESS WHEN EXITING HOME

FOLLOW THESE STEPS TO ENSURE EVERYONE'S SAFETY

Before exiting home

1. Clean up any debris
2. Remove all equipment
3. Wipe down surfaces touched (doorknobs, equipment)
4. Remove garbage

After exiting client home and before entering van

1. Remove and place in Ziploc for disposal:
 - ✓ booties
 - ✓ gloves
 - ✓ mask
2. Wipe down:
 - ✓ Safety Glasses
 - ✓ Cell phone
 - ✓ Any equipment taken into home
3. Clean hands with antibacterial gel

PROCESS AFTER WORK

FOLLOW THESE STEPS TO ENSURE YOUR HOME/FAMILY SAFETY

- Each day pack a change of clothes in a Ziploc.
- Designate decontaminate area to leave shoes and change.

Before entering your home:

1. Clean hands with antibacterial gel
2. Upon entering designated decontaminate area:
 - a. Remove outer clothes and place in bag
 - b. Remove shoes
3. Change into clean clothes
4. Empty dirty clothes in washer
5. Wash hands!