



COVID-19

Project Mitigation Guidance

Updated – March 17, 2020

CONTACT

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The health and safety of all Scott Contracting employees, customers, vendors and sub-contractors is a top priority for our company. In response to the worldwide COVID-19 pandemic, we have implemented the following guidelines for all of our projects to reduce the risk of spreading or contracting Coronavirus. As this is an evolving situation, these guidelines may be continually updated. The latest version of our guidelines can be found on our website.

Protect Yourself on the Job Site

Self-Monitor your health daily. Stay home if you or others in your home are experiencing flu-like symptoms, fever or other upper respiratory issues. Do not return to work until these symptoms are gone for at least 72 hours.

Wash hands frequently. Use soap and water for at least 20 seconds, especially after using the restroom, before and after eating and after blowing your nose, coughing or sneezing. All projects should provide access to hand washing stations. Permanent plumbed sinks should be top priority. Temporary portable wash stations should be set-up when plumbed water is not available. Hand sanitizer is to be used in addition to handwashing when available. Use an alcohol-based hand sanitizer with at least 60% alcohol.

Clean and disinfect frequently touched objects and surfaces throughout the workday. These areas include: break/lunch areas, lunch tables, microwaves, handrails on stairs, doorknobs, bathrooms and other common areas. Establish a formal procedure and responsibility to accomplish this on each job site.

Do not share or use other employees' tools or phones.

Limit your food preparation while on the job site and do not share food.

Protect Others on the Job Site

Know the basic symptoms of COVID-19: fever, cough and shortness of breath. Seek medical attention if you are experiencing these symptoms.

Monitor the health of sub-contractors, workers, tenants and staff on site. Remind everyone to stay home if they are sick. If a sub-contractor or worker exhibits symptoms, ask them to leave immediately and seek medical attention. Follow-up with anyone who leaves the job and or is absent from the job.

Limit the size of gatherings. Where and when possible, maintain a 6 foot distance from each other while gathering.

Run meetings via conference call when possible. Use electronic communication when possible, even if in the same office area / job site.



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Response Action Plan

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The health and safety of all Scott Contracting employees, customers, vendors and sub-contractors is a top priority for our company. In response to the worldwide COVID-19 pandemic, we have implemented the following guidelines for our Response Action Plan to Coronavirus. As this is an evolving situation, these guidelines may be continually updated. The latest version of our guidelines can be found on our website.

All of our employees should read and familiarize themselves with our COVID-19 Project Mitigation Guidance.

Any employee who becomes aware of any sub-contractors or suppliers experiencing supply chain or labor force disruptions due to the spread of COVID-19 should notify their manager immediately. Management will access the situation and make contingency arrangements as appropriate.

Any employee who is experiencing COVID-19 symptoms should seek medical attention immediately and notify their manager as soon as possible thereafter.

Any employee who has been exposed to someone who tested positive for COVID-19 should seek medical attention immediately and notify their manager as soon as possible thereafter.

If a subcontractor or supplier on a jobsite shows symptoms of COVID-19 infection, he/she should be asked to leave immediately and encouraged to seek medical attention. Make arrangements to follow-up with the subcontractor or supplier to document the outcome of the symptoms. Report the dismissal to management immediately.

If it becomes known that a subcontractor or supplier on a jobsite has been exposed to someone that has tested positive for COVID-19, he/she should be asked to leave immediately and encouraged to seek medical attention. Make arrangements to follow-up with the subcontractor or supplier to document the outcome of the symptoms. Report the dismissal to management immediately.

All communication regarding these instances should be sent to the appropriate Project Manager with Mark Scott, Kyle Harrison and Bill Ratliff being copied on the email.