



March 24, 2020

## **INFECTIOUS DISEASE PREPAREDNESS & RESPONSE PLAN**

*This guidance is intended for planning purposes.*

*Employers and workers should use this planning guidance to help identify risk levels in the workplace and to determine any appropriate control measure to implement. Additional guidance may be needed as COVID-19 outbreak conditions change, including new information about the virus, its transmission and impacts, become available.*

### **SYMPTOMS OF COVID-19**

*Symptoms typically include fever, cough, and shortness of breath.*

*According to the CDC, symptoms of COVID-19 may appear in as few as 2 days or as long as 14 days after exposure.*

*The virus is thought to spread mainly from person to person including:*

*Between people who are in close contact with one another (withing 6 feet)*

*Through respiratory doplets produced when an infected person coughs or sneezes. These droplets can land in the mouth or noses of people who are nearby or possibly be inhaled into the lungs.*

*It may be possible that a person can get COVID-19 by touching a surface or object that has SARS-CoV-2 on it and then touching their own mouth, nose, or possible their eyes, but this is not thought to be the primary way the virus spreads.*

*People are thoughts to be most contagious when they are most symptomatic (ie, experiencing fever, cough, and/or shortness of breath). Some spread might be possible before people show symptoms; there have been reports of this type of asymptomatic transmission with this new coronavirus, but this is also not thought to be the main way the virus spreads.*

*The CDC website provides the latest information about COVID-19 transmission.*

## **PREVENTION MEASURES**

- *Frequent and thorough hand washing, including workers, customers, and worksite visitors.*
  - *Stay at home if you are sick (Fever at or above 100.4)*
  - *Practice respiratory etiquette: cover coughs and sneezes*
  - *Tissues and trash receptacles to cover your cough/sneeze*
- *Discouragement of employees using other employees work phones, desks, offices or other tools and equipment when possible.*
- *Maintain regular housekeeping practices – employees to clean and disinfect your area including surfaces, equipment and other elements of the work environment.*

## **POLICIES AND PROCEDURES FOR PROMPT IDENTIFICATION AND ISOLATION OF SICK PEOPLE, IF APPROPRIATE**

- *Employees are required to self-monitor for signs and symptoms of COVID-19.*
- *Employees that have a fever of 100.4 or above are not permitted to report to work.*
- *If an employee is sick or experiences symptoms of COVID-19 please contact Jacki DiPietro (Safety Director) 330-844-0911 immediately by phone or text. Alternated contact: Kathy Hill (Secretary) 330-488-6450.*
- *Employee should immediately go to the Meeting/Event Center (located at 7706 Lincoln St. S.E. East Canton, Ohio 44730) upon experiencing COVID-19 symptoms if you become sick while at work. This location is to provide a workplace free from recognized hazards. An infectious employee will be located in this location away from workers, customers, and other visitors.*
- *A face mask will be provided (will be in located in the restroom) and the employee is asked to wear the face mask and gloves will be provided.*
- *Employee will continue to stay in the isolated area until arrangements have been made for your pick up from DiPietro Excavating, Inc.*
- *Employee may choose to move directly to your personal vehicle once your have notified the Safety Director of your symptoms. If you choose to go directly to your vehicle a mask will not be provided to make sure a safe distance has been established for all employees. As long as your able to leave and do not need any friend or family member to transport you – you are able to leave.*

## **CLASSIFYING WORKER EXPOSURE TO SARS-CoV-2**

*Worker risk of occupational exposure to SARS-CoV-2, the virus that causes COVID-19, during an outbreak may vary from very high to high, medium, or lower (caution) risk. The level of risk depends in part on the industry type, need for contact within 6 feet of people known to be or suspected of being infected with SARS-CoV-2, or requirement for repeated or extended contact with persons known to be, or suspected of being infected with SARS-CoV-2. OSHA has divided job tasks into four risk exposure levels very high, high, medium, and lower risk. Most American workers will likely fall in the lower exposure risk (caution) or medium exposure risk levels.*

*DiPietro Excavating Inc. would be classified in the Lower Exposure Risk (Caution) Section:*

*Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with ( i.e., within 6 feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers.*

*Employees are not to eat lunch with or take breaks with other employees.*

*Employees should keep a distance of at least 6 ft from other employees. Please practice social distancing.*

*Employees are instructed to employ frequent handwashing and sanitizing of work areas.*

*This is a fluid and constantly changing situation and additional resources can be viewed at the CDC and [www.osha.gov](http://www.osha.gov) website.*

*DiPietro Excavating, Inc.*

*March 24, 2020*