

# COVID-19 Preparedness Plan for Hy-Tec Construction of Brainerd, Inc

Hy-Tec Construction is committed to providing a safe and healthy workplace for all our workers, subcontractors, and customers. To ensure we have as safe and healthy workplace, we have developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Managers and workers are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and that requires full cooperation among our employees, subcontractors, and customers. Only through this cooperative effort can we establish and maintain the safety and health of our workers and workplaces.

Management and workers are responsible for implementing and complying with all aspects of this COVID-19 Preparedness Plan. Hy-Tec Construction managers and supervisors have our full support in enforcing the provisions of this policy.

Our workers are our most important assets. We are serious about safety and health and keeping our workers working at Hy-Tec Construction. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. Our COVID-19 Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, federal OSHA standards related to COVID-19 and Executive Order 20-48, and addresses:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- cleaning, disinfecting, decontamination and ventilation;
- prompt identification and isolation of sick persons;
- communications and training that will be provided to managers and workers; and
- management and supervision necessary to ensure effective implementation of the plan.

## Screening and policies for employees exhibiting signs and symptoms of COVID-19

Workers have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess workers' health status prior to entering the workplace and for workers to report when they are sick or experiencing symptoms. Workers are instructed to stay home if they feel sick and contact management. At the start of each day workers meet with their supervisor to do a wellness check. If the worker exhibits signs or symptoms, related to COVID-19, they are asked to leave the site and may be instructed to contact their local medical provider for a virtual visit regarding their symptoms. If the medical provider recommends COVID-19 testing, the worker will get tested. All workers recommended to take COVID-19 testing will be quarantined until test results are known. The worker is to notify management with the test results once they are announced.

Hy-Tec Construction has implemented leave policies that promote workers staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. The company follows all the rules and guidelines outlined under the Families First Coronavirus Response Act.

Hy-Tec Construction has also implemented a policy for informing workers if they have been exposed to a person with COVID-19 at their workplace and requiring them to quarantine for the required amount of time. In the case where a co-worker was possibly exposed to COVID-19, they are immediately notified by management. Depending on the specific circumstances, additional days of leave may be recommended.

## **Handwashing**

Basic infection prevention measures are always being implemented at our workplaces. Workers are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the toilet. All satellite toilets are maintained daily and fully serviced on a weekly basis. Hand sanitizer has been provided on our project and is monitored/maintained by the superintendents. Visitors are also encouraged to wash their hands upon entering our facilities.

## **Respiratory etiquette: Cover your cough or sneeze**

Workers, subcontractors, customers and visitors are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Hy-Tec has also supplied each worker with two nonsurgical fabric masks, in addition to disposable masks for demo and concrete work. Masks will be worn at all time when working indoors if workers cannot maintain social distancing of at least six feet apart.

## **Social distancing**

Social distancing of six feet will be implemented and maintained between workers, subcontractors, customers, and visitors in the workplace. Supervisors are also monitoring daily schedules to ensure areas do not get congested with various trades.

## **Cleaning, disinfection, and ventilation**

Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, and areas in the work environment, including restrooms, lunchrooms, and meeting rooms. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, etc. In the office, the cleaning/maintenance is done by the office manager. On the jobsite, workers are responsible for

cleaning shared equipment. Superintendents oversee/clean all other general areas. Depending on the circumstances, a job site may be shutdown for sanitation/cleaning in the case of a positive COVID-19 test.

Appropriate and effective cleaning and disinfectant supplies have been purchased and are available for use in accordance with product labels, safety data sheets and manufacturer specifications and are being used with required personal protective equipment for the product.

## **Communications and training**

This COVID-19 Preparedness Plan was communicated via email to management on 6/17/2020. Additional communication will be ongoing and provided to all workers who did not receive the initial email. Managers and supervisors are to monitor how effective the program has been implemented by giving the safety manager weekly updates. Management and workers are to work through this new program together and update the training, as necessary. This COVID-19 Preparedness Plan has been certified by Hy-Tec Construction management and was posted throughout the workplace 7/27/2020. It will be updated as necessary.

Certified by:

**Mitch Feierabend**  
**General Manager**