

Infectious Disease Preparedness and Response Plan for COVID-19

Date: March 21, 2020

Introduction

Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus. It has spread from China to many other countries around the world, including the United States. To reduce the impact of COVID-19 outbreak conditions, Flint has developed this Infectious Disease Preparedness and Response Plan.

About COVID-19

Infection with SARS-CoV-2, the virus that causes COVID-19, can cause illness ranging from mild to severe and, in some cases, can be fatal. Symptoms typically include fever, cough, and shortness of breath. Some people infected with the virus have reported experiencing other non-respiratory symptoms. Other people, referred to as asymptomatic cases, have experienced no symptoms at all.

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

How COVID-19 Spreads

The virus is thought to spread mainly from person-to-person, including:

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs or sneezes.

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 possibly their eyes, but this is not thought to be the primary way the virus spreads.

Current Steps

Our work is currently an essential need and has been excluded from the State and Local Orders. Below is an outline of the current steps we are taking to safeguard employees' health and safety while ensuring Flint's ability to maintain essential operations and continue to provide essential services to our clients. We anticipate that this plan will evolve as the situation changes.

#1 – Establish COVID-19 Management Committee

- A COVID-19 Management Committee (CMC) has been established and is active in providing senior leadership oversight to our company-wide response to the virus. The Committee consists of John Stump, Kevin Mosher, Cathy Robb, and Justin Siebert.
- The CMC team will provide continuous monitoring and assessment of the guidance from the World Health Organization (WHO), Centers for Disease Control and Prevention (CDC) and other governmental agencies in order to

understand the most recent COVID-19 facts and implications, prioritize response activities and communicate with all employees.

#2 – Communication

- A company website portal has been created for employees to reference communications. COVID-19 information is on the Flint Intranet / Safety Tab.
- A Toolbox Topic including Coronavirus facts and best practices for preventing the spread of germs – AGC COVID-19 (Corona Virus) Contingency has been shared with project teams.
- All project sites and offices have been directed to post the OSHA Alert awareness poster on project boards – Prevent Worker Exposure to Coronavirus (COVID-19).
- Project teams should reach out to our trade partners to obtain their policy on how they are monitoring employee's health and travel status. Are they being proactive and encouraging similar preventative actions to reduce germ spreading?
- Project teams should continuously monitor the status of labor, material, and equipment impacts.
- Project teams shall keep the owner and trade partners informed about the actions we are taking to conduct business safely.

#3 – Basic Infection Prevention Measures

- Employees shall follow Social Distancing Requirements including maintaining at least six-foot social distancing from other individuals, washing hands with soap and water for at least twenty seconds as frequently as possible or using hand sanitizer, covering coughs or sneezes (into the sleeve or elbow, not hands), regularly cleaning high-touch surfaces, and not shaking hands.
- Employees should not use other workers' phones, desks, offices or other work tools and equipment, when possible.
- Additional hand sanitizer and hand wash stations shall be provided at work areas.
- If you feel unwell, please stay at home and monitor your symptoms. If symptoms persist, you should seek immediate medical attention. Do not return to work until:
 - At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvements in respiratory symptoms (e.g. cough, shortness of breath); AND,
 - At least 7 days have passed since symptoms first appeared.

#4 – Meetings and Events

- All foreman's meetings will be held outdoors, and all non-essential jobsite visits will be eliminated.
- Flint will be utilizing conference call meetings and will not hold face to face

meetings with more than 10 attendees.

- In any instance of face to face interactions, we will practice social distancing requirements as well as implementing a no-handshake policy.

#5 – Flexible Worksites

- Any employee with a compromised immune system or is otherwise in a high-risk category, or who is living with someone in one of these categories, should work from home.
- Employees who are already equipped to work from home are encouraged to begin doing so. Please coordinate this with your supervisor and share appropriate contact information as necessary. (NOTE: If you have a personal computer and decent internet service, but have just never connected to the Flint network from there contact help@afineol.com)
- Employees who do not have equipment at home will be Afineol's first priority in terms of providing laptops to be taken home.
- At-home work areas should be set up and maintained in a safe condition and free from hazards.
- Employees who are not able to work from home for personal reasons may continue to report to the office. Our objective here is to follow the guidelines for social distancing, so having significantly less people in the office who are not interacting closely with one another (should be more than 6 feet apart) meets that objective.
- Morgan Strong will be in the Roseville Office opening the mail and emailing to remote workers. Managers should work with appropriate staff to coordinate contingency plans for deliveries and door signage where necessary. We realize there are unique issues with jobsite offices managing construction projects. Kevin Mosher will be working with each project team to address the need to continue service while reducing risks for our employees.

#6 – Travel

- International business travel is not permitted.
- Domestic business travel (trains or airplanes, etc.) to support project commitments is permitted only with prior approval from one of the members of the CMC team.
- Business travel by vehicle is permitted.

#7 – Prompt Identification and Isolation of Sick People

- Employees are encouraged to self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure.
- Take steps to limit spread of the respiratory secretions of a person who may have COVID-19. Provide a face mask, if feasible and available, and ask the person to wear it, if tolerated. Employees who appear to have COVID-19

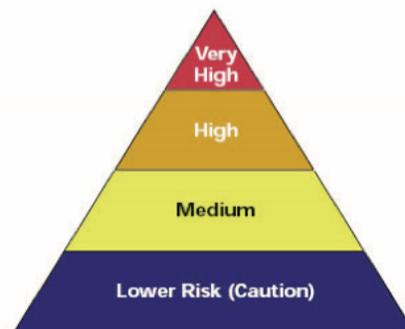
symptoms upon arrival to work or while at work, should be separated from other employees and sent home immediately.

- Immediately notify your supervisor if you are sick or experiencing symptoms of COVID-19 and seek prompt medical attention if your illness is worsening (e.g. difficulty breathing). Before seeking care, call your healthcare provider and tell them that you have or may have COVID-19. This will help the healthcare provider take steps to keep other people from getting infected or exposed.
- Immediately notify Kevin Mosher if you become aware of any positive COVID-19 diagnosis for an on-site worker.

#8 – Workplace Controls

- 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.
- Our projects typically fall under the Medium Exposure Risk Category. Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients.

Occupational Risk Pyramid for COVID-19



- Engineering Controls
 - Additional engineering controls are not required for workers in our exposure risk group. Project teams should ensure that engineering controls, if any, used to protect workers from other job hazards continue to function as intended.
- Administrative Controls
 - Monitor public health communications about COVID-19 recommendations and ensure that workers have access to that information. Frequently check the CDC COVID-19 website: www.cdc.gov/coronavirus/019-ncov.
 - Enforce worksite entry policy at all of our projects. Each foreman shall review the Attestation for Worksite Entry on a daily basis with their crew

and acknowledge they reviewed it by marking yes on their daily pre-task form. Each foreman will make it clear that employees are not to enter unless they are a “No” to each listed item.

- Employees shall follow Social Distancing Requirements as defined in Step #3 above.
- Personal Protective Equipment
 - Additional PPE is not required for workers in our exposure risk group. Workers should continue to use the PPE that they would ordinarily use for other job tasks.

Internet Resources

- World Health Organization – <https://www.who.int>
- CDC – <https://www.cdc.gov/>
- OSHA – <https://www.osha.gov/>