• Coalition of 45+ Charlotte-Area General Contractors

• 4C Mission: Create a consistent safety environment across job sites in our region in order to keep employees, subs, vendors, owners, and the public safe and healthy as well as to keep our projects moving forward as an essential business.

• What we have been working on…
  • Establishing Consistent Jobsite Protocols
  • Sourcing Needed Supplies (Face Masks, Cleaning, Temperature Scanning)
  • Ensuring Inspectors Have Safe Access to Project Sites
  • Short & Long Term Implications of Working in the Office & Field
CHARLOTTE COMMERCIAL CONSTRUCTION COALITION (4C)

PARTICIPATING GENERAL CONTRACTORS INCLUDE

Balfour Beatty
Barnhill Contracting Company
Batson-Cook Construction
Beck
Brasfield & Gorrie
Builttech
Carocon
Choate Construction
Concorde Construction
Doerre Construction
DPR Construction
Edifice General Contractors
Edison Foard Construction
Elford
Frampton Construction
Gibanel
Harker Collaborative Construction
Hendrick Construction
Hoar Construction
MMCA Building Businesses
Building Communities
Messer
McFarland Construction
Metcon
Metrolina Builders General Contractors
Myers & Chapman
Robins & Morton
Ranger Construction
Roby Commercial
Rodgers
SC Hondo & Associates, Inc.
Samet Corporation
Shelco
Building Excellence
Turner
Tyler 2 Construction
Vannoy Construction
Whiting-Turner
CONSISTENT SAFETY PROTOCOLS
SAFETY GUIDELINES DURING THE COVID-19 OUTBREAK

AS ESTABLISHED BY THE CHARLOTTE COMMERCIAL CONSTRUCTION COALITION

- **Social Distancing**
  - Distanciamiento Social
  - 6'

- **Cover Your Mouth**
  - Cubrete la boca

- **Fresh Air**
  - Aire fresco

- **Stay Home If Sick**
  - Quedarse en casa si está enfermo

- **Essential Workers Only**
  - Solo los trabajadores necesarios

- **Limit Gathering**
  - Limitar las reuniones en grupo

- **Wash Hands Often**
  - Lavarse las manos con frecuencia

- **Clean Surfaces**
  - Superficies limpias

- **Avoid Touching Face**
  - Evite tocarse la cara

- **6' Distance in Elevators**
  - 6' distancia en elevador

- **Been in Contact? Stay Home!**
  - ¿Ha estado en contacto? ¡Quédese en casa!

- **Daily Health Checklist**
  - Chequeo diario de la salud

Please see your project general contractor for additional information or any questions.
SAFETY GUIDELINES DURING THE COVID-19 OUTBREAK

SOCIAL DISTANCING
Stay at least 6 feet (2 meters) from other people.
- Wash all implements to adhere to this rule before considering it safe to work.
- Wear proper PPE when working, including masks.
- Consider a shift work if necessary, to maintain 0 feet social distancing.

STAY HOME IF SICK
If you feel sick, stay at home and reference the CDC website:
- If someone appears sick, say something to them, their supervisor, if necessary. If warranted, they should be asked to leave site and follow proper protocols.

WASH HANDS OFTEN
Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- Hand wash stations are at entry to project.
- Hand sanitizer acceptable.
- Workers required to wash hands entering work area, before and after breaks and meals, and before leaving work area.
- Disposable towels only.

AVOID TOUCHING FACE
To help prevent infections, keep your hands away from your eyes, nose, and mouth.

COVER YOUR MOUTH
Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Three used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

CLEAN SURFACES
Clean and disinfect frequently touched surfaces daily.
- Any shared tools or equipment must be sanitized between users. This includes, but is not limited to, toolkits, personal equipment, contractor owned equipment, PPE, power and hand tools, vehicles, band homes, ladders.
- Empty jobsite trash cans on a daily basis.

6' DISTANCE IN ELEVATORS
Post number of personnel allowed in an elevator to ensure personnel maintain 6’ social distancing.
- Stand six feet away from others in an elevator.
- Encourage Stair usage.
- Consider limiting elevator use for material and handler only.

FRESH AIR
Encourage outdoor meetings, increase ventilation indoors, and use of clean air machines.
- Look at changing the outside air exchanges through the HVAC system.
- Prop doors open whenever possible.

LIMIT GATHERING SIZE
Minimize gatherings for lunch, breaks and meetings to less than 10 people and maintain social distancing.
- No shared use of refrigerators or microwaves.
- Avoid use of food trucks on project sites.
- Consider restricting food & drink to work vehicles or designated break areas.

BEEN IN CONTACT? STAY HOME!
Stay at home and notify your supervisor and follow company policy.

DAILY HEALTH CHECKLIST
Gratefully monitor staff health.
- GC team to conduct routine morning health check before work begins. Ensure everyone feels healthy.

GUARDIAN IN CASA SI ESTÁS ENFERMO
En caso de enferme, déjalo saber a su supervisor, a su supervisor de edad. Si no es faltoso, le debe pedir que se vaya de la obra, pidiendo el protocolo adecuado.

LAVÉSE LAS MANOS CON FRECUENCIA
Lave sus manos con agua y jabón durante al menos 20 segundos, especialmente después de haber estado en un lugar público, o después de toserse la nariz, toser o estornudar.
- Lávese las manos con agua y jabón en la entrada del proyecto.
- Desinfete y mantenga la distancia de 6 pies.

CÓMO EVITAR LA GÁS
Para ayudar a prevenir infecciones, mantenga la distancia al menos de 6 pies, la nariz y la boca.

CUBIERTA LA BOCA
Cubrirse siempre la boca y la nariz con una toalla de papel cuando tose o estornuda, de preferencia la nariz. Si no es posible, cubrir la nariz con un pañuelo o, si está disponible, un sistema de aire acondicionado (HVAC).
- Limpie y desinfecte las superficies que son tocadas frecuentemente. Esto incluye, entre otros, la mesa, el teléfono, el director de la obra, los equipos de alarma y las herramientas de alarma.

SUFRICIES LIMPIAS
Limpie y desinfecte las superficies que son tocadas frecuentemente. Esto incluye herramientas, torres, ascensores, aceras, las manillas de las puertas, interruptoras de luz, mesa, escritorios, teclados, sillas, toallas y gafas.
- Cualquier herramienta e equipo compartido debe estar desinfectado entre las personas. Esto incluye, pero no se limita, a maquinaria o equipo de alguien, equipo propiedad del contratista, PPE, herramientas de energía y manivela, cajas de herramientas, escaleras.
- Desinfecte todos los equipos a fondo al final de cada turno.
- Lave todas las herramientas.

6' DISTANCIA EN ELEVADOR
Indique el número de personas permitido en un elevador para garantizar que el personal mantenga un distanciamiento social de 6’.
- Intente maximizar la distancia en el uso del elevador.
- Recomendar el uso de escaleras.
- Considerar la posibilidad de limitar el uso del elevador solo para el personal y el material, y que no se maneje.

ARRE TRESER
Reducir minutos al aire libre, aumentar la ventilación en interiores y el uso de purificadores de aire.
- Cambiar el intercambio de aire exterior a través del sistema de aire acondicionado (HVAC).
- Abrir y mantener las puertas abiertas cuando sea posible.

SUPERVISION IN GROUPS
Minimize the number of people for all breaks, meetings, and site tours. Everyone must wear a mask and maintain the social distancing.
- No compartír los refrigeradores o microondas.
- Evite el uso de Lancheras en todos los sitios de proyectos.
- Consideration of restrictions of refrigerators or microwaves.

AST E AD BD EN CONTACTO? QUÉHASE
Quédese en casa y hágale a su supervisor y siga las reglas de la compañía.

CHECKED DIARIO DE LA SALUD
Por favor, comparte este diario de salud a la compañía.
- Equipo del GC debe hacer una rutina para chequear la salud diariamente. Estamos seguros de que todos están saludables.

COMMERCIAL CONSTRUCTION COALITION / APRIL 2020

ELABORATE ON SAFETY PROTOCOLS LISTED IN SIGNAGE

(ENGLISH & SPANISH VERSIONS)

AS ESTABLISHED BY THE CHARLOTTE COMMERCIAL CONSTRUCTION COALITION / APRIL 2020
SAFETY GUIDELINES DURING THE COVID-19 OUTBREAK

ADMINISTRATIVE GUIDELINES

Post CDC guideline signage on your jobsite.

First aid kits should be well stocked and have nitrile gloves and a breathing barrier.

Update site logistics plans to show hand wash, hand sanitizer and tool disinfecting stations.

In the event of an employee calling in sick, determine reason for calling in sick. Are they sick themselves, taking care of others, previously exposed to others, or just unsure of what to do? Determine state of situation and notify job superintendent. This needs to clearly communicated to subcontractors onsite as well.

In the event of a possible contamination on your jobsite, determine who the infected person was in contact, where they worked, what tools they used, etc. Relay information to Superintendent for further guidance. DO NOT suspend work, send people home, or take other actions unless directed by companies leadership. DO NOT discuss any employees medical status as they are protected under HIPAA. Do your best to control spread of rumors and misinformation.

Keep roster of all persons on jobsite in case its needed for later reference (include owners, inspectors, visitors, delivery drivers, etc.)

If temperature checks are implemented, make sure you are following HIPPA and your companies policies.

If a person is suspected of COVID 19, promptly notify the build and owner.

FOR SITE PERSONNEL

(ENGLISH & SPANISH VERSIONS)

AS ESTABLISHED BY THE CHARLOTTE COMMERCIAL CONSTRUCTION COALITION / APRIL 2020

GUÍA DE SEGURIDAD DURANTE EL BROTE DEL COVID-19

GUÍAS ADMINISTRATIVAS

Publique la guía de seguridad del CDC en su sitio de trabajo.

Los botiquines de primeros auxilios deben estar bien abastecidos y tener guantes de nitrilo y mascarillas

Indicar claramente la localización de las áreas para el lavado de manos, el desinfectante de manos y las estaciones de desinfección de herramientas

En el caso que un empleado se escuse por estar enfermo, determine la razón de su enfermedad. ¿Están enfermos ellos, están cuidando a familiares enfermos, previamente expuestos a otros, o simplemente inseguro de qué hacer? Determinar el estado de la situación y notificar al superintendente de trabajo. Esto también debe comunicarse claramente a los subcontratistas en el sitio de trabajo.

Si se sospecha que una persona de COVID 19, notifique inmediatamente al propietario y a su jefe de compañía

GUÍA DE SEGURIDAD DURANTE EL BROTE DEL COVID-19

ESTABLECIDO POR LA COALICIÓN DE CONSTRUCCIÓN COMERCIAL DE CHARLOTTE / ABRIL 2020

Mantener las listas de todas las personas que están en el lugar de trabajo en caso de que sea necesarios para referencia. (Incluir a propietarios, inspectores and visitantes, conductores de entrega, etc.)

Evitar el uso compartido de automóviles en grupos grandes. Lo mejor sería manejar solo o con un grupo pequeño de pasajeros.

Hacer que el contratista indique claramente la información en el reporte diario para tomar las medidas y limitar la propagación del virus.

Alternar los almuerzos y los recesos para evitar la congregación de grupos en las áreas de descanso. Tambien considere la posibilidad de extender el personal a múltiples áreas de descanso o solicitar descanso tomados fuera del sitio.

Si se implementa el chequeo de temperatura a los trabajadores, asegúrese de que está siguiendo HIPPA y la políticas de su empresa
FACE MASKS REQUIRED IN BOTH ENGLISH & SPANISH

NOTICE/AVISO

FACE COVERINGS REQUIRED BEYOND THIS POINT

EL USO DE MASCARILLAS/TAPA BOCAS ES MANDATORIO DESDE ESTE PUNTO
SIGNAGE ON ACTUAL/POTENTIAL CASES & RETURNING TO WORK

ANYONE WHO IS NOT FEELING WELL OR WHO IS SHOWING SYMPTOMS SHOULD STAY HOME.

WHEN AN INDIVIDUAL WITH COVID-19 (POSITIVE OR SUSPECTED) CAN RETURN TO WORK

THIS PROCESS APPLIES WHEN ANYONE AT THE JOBSITE OR OFFICE Tests Positive for COVID-19 OR Has a test result pending for COVID-19 OR Is suspected of having COVID-19 by a medical professional.

SUPERINTENDENT OR OFFICE LEADER WILL:

ASK ILL PERSON TO LEAVE IMMEDIATELY

Determine Facts.

• When was ill person last onsite?
• Did ill person have any symptoms while onsite?
• IF YES: where was ill person last onsite?
• Who did ill person have close contact with onsite?

Identify Close Contacts.

• If ill person had symptoms while onsite, identify all subcontractors and other persons onsite that had close contact with the ill person on the week they became symptomatic and contact the project team to notify them. For guidelines on how to handle potential exposure refer to What should I do if I might have been exposed? from www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html

CLOSE CONTACT IS: BEING WITHIN APPROXIMATELY 6 FEET (2 METERS) OF A SYMPTOMATIC PERSON WITH COVID-19 FOR 15 MINUTES OR LONGER.

ASK CLOSE CONTACTS TO LEAVE IMMEDIATELY

Manage Incident.

CLEAN
1. Consult with safety manager, project team and BUL on scope of cleaning
2. If ill person had symptoms while onsite:
   a. Decontaminate location
   b. Hire qualified cleaning company to disinfect site
   c. Require site

COMMUNICATE
• Contact the project team, BUL and safety manager immediately notify the superintendent
• Notify client of current situation
• Notify subcontractors that are actively working on the site

TRACK
Safety Manager tracks:
• Initial response and remediation
• Individuals impacted
• Understanding of circumstances
• Notifications of appropriate authorities

AN INDIVIDUAL CAN RETURN TO WORK BY FOLLOWING PATH A OR PATH B

PATH A

Received two (2) negative COVID-19 tests
AND
No signs of illness or fever, without using fever-reducing medicine, for 7 days.
OR
When a doctor says it is okay to return to work.

PATH B

Completed self-isolation per CDC guidelines or as directed by medical professional.
AND
No fever for at least 72 hours (without use of medicine that reduces fever).
AND
No symptoms.
AND
At least 7 days have passed since symptoms first appeared.

FOR ALL QUESTIONS REGARDING WHEN AN INDIVIDUAL CAN RETURN TO WORK, CONTACT YOUR BUL.

FOR ALL QUESTIONS REGARDING WHEN AN INDIVIDUAL CAN RETURN TO WORK, CONTACT YOUR BUL.

THE PERSON IS NOT FEELING WELL

Stay home.
Seek medical care if necessary.

RETURN TO WORK ONLY WHEN:

No signs of illness or fever, without using fever-reducing medicine, for 7 days.
OR
When doctor says it’s okay to return to work.

NON-COVID-19 ILLNESS:
WHAT TO DO WHEN SOMEONE IS SICK

For all questions regarding when an individual can return to work, contact your BUL.

THE PERSON IS NOT FEELING WELL AND EXHIBITS TWO (2) OF THE FOLLOWING SYMPTOMS PER CDC GUIDELINES:

- Shortness of breath
- Fever
- Cough

IF THE PERSON EXHIBITS A FEVER WITH ONE (1) OF THE OTHER SYMPTOMS, REFERENCE “RETURN TO WORK WHEN ACTUAL/ SUSPECTED COVID-19 CASE EXISTS”
Anxious and/or Impacted by COVID-19?

What are my options as an essential employee?

Continue Working

Our work is not only Essential - so are you!

The Health and Safety of both you and your families is of the utmost importance. We welcome you to continue working during this Pandemic.

We have implemented some additional safety protocols, following the CDC guidelines as a result of COVID-19, that you must adhere to in order to ensure the safety of you and others.

Keep in mind, the climate continues to change with more & more restrictions so this is no guarantee that our work will not be impacted at some point during this pandemic.

Federal Paid Leave (Max 10 days or 80 hours)

You qualify if you:
✓ Have been advised by a health care provider to self-quarantine due to concerns related to COVID-19; or
✓ Are experiencing symptoms of COVID-19 and are seeking medical diagnosis,

100% of Pay
Max amount $511/per day or $5,110 over entire paid sick leave period

You qualify if you are:
✓ Caring for an individual who is subject to a Federal, State, or local quarantine or isolation order related to COVID-19 or an individual who has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
✓ Caring for your child whose school or childcare provider is closed or unavailable due to COVID-19 related reasons;

2/3rds of Pay
Max amount $200/per day or $2,000 over entire paid sick leave period

Federal FMLA (Max 12 weeks)

You qualify:
✓ If you are caring for your child (18 or younger) whose school or childcare provider is closed or unavailable for reasons related to COVID-19.

The first 10 days of Federal FMLA are unpaid, but federal paid leave can be used to cover this time.

An additional 10 weeks of 2/3rds of Pay

Unemployment

The federal government under the CARES Act has enhanced the NC State Unemployment program.

If you feel that by working you or your family members’ health could be placed in jeopardy, you could leave your employment and apply for Unemployment.

Here are some things to take into consideration:
✓ The maximum NC Unemployment weekly benefit amount is $350.00 (The CARES Act adds an additional $600)
✓ The one week waiting period & work search requirements have been waived.
✓ A person’s unemployment insurance benefits are calculated based upon wages earned during a 12-month period.
✓ WB Moore benefits would end effective same day and employee would be eligible for COBRA.
✓ We will do our best to bring back those who end their employment due to COVID-19 reasons.

Questions about unemployment? Contact NC DES for more information:
1-888-737-0259
https://des.nc.gov/apply-unemployment

No interruption in benefits!

Questions? We’re here for you! Please reach out via email at wbmhr@wbmoore.com or call the hotline at 704-943-0956

Kids Home from School!
Avoid Groups
1. Keep a crew at a minimum of 6’ during Flex & Stretch and PTPs.
2. Avoid close contact with people who are sick.
   a. Close contact includes riding in the same vehicle, eating lunch together, living in the same household or being within 6’ of an infected individual for a prolonged period of time.
   b. Face contact does not include walking past someone, working on the same jobsite as someone, or being in the same general area.
3. Schedule work so as not to overlap with other trades.
4. Take breaks/lunch in outdoor areas if possible; maintain separation and receive fresh air.
5. Avoid commonly used areas/main entry points into buildings: use service entrances and loading docks.
6. Do not allow gatherings of 10 people or more and ensure a 6-foot distance between people when meeting in smaller groups.
7. Schedule/attend meetings online or via conference call whenever possible.

Mobile Equipment
Scissor lifts, single man lifts, forklifts, pallet jacks, duct jacks
1. Do not share equipment with other trades.
   a. Lock up control boxes and take keys out of equipment to prevent others from using our equipment
   b. Don’t borrow mobile equipment from other trades or companies
2. Get unused or non-used equipment off the job.
3. Identify cardboard, plastic and metal surfaces and schedule to clean at the beginning & end of shift, after lunch & what should happen if someone exhibits these symptoms

Pre-Task Plans (PTPs)
1. PTPs must include hazard identification of potential COVID-19, along with specific hazard prevention steps to reduce the likelihood of exposure, including, but not limited to:
   a. Avoid close contact with people who are sick.
   b. Thoughtful planning when working in close proximity, for example, when the body contacts the equipment.
   c. On larger jobs, groups may have become contaminated as the last working shift
   d. Any challenges with tool/equipment cleaning or hand washing stations
   e. Porta-johns/Bathrooms
   f. Any schedule/work order changes that may influence the above.
   g. Use and cleaning of PPE, with a reminder not to share gloves, glasses and face shields.

Claring Tools/equipment/surfaces
Clean equipment regularly with bleach and water solution. The proper ratio for bleach to water is:
5 Tablespoons - 1/3 a cup of bleach = 1 gallon of water
For spray bottle: 3 teaspoons - less than half an ounce of bleach

1. Keep a wet hand towel sprayed with the cleaning mix on your cart to wipe down tools before you grab them. The towel stays wet for hours - just reapply within 5 hours.
2. Use solution on handles, steering wheels, chairs, seat belt parts, forks, handles, and all other surfaces, especially surfaces in which the body contacts.
3. Let solution air dry if you don’t want to wipe dry with a clean cloth.
4. Wash hands before and after cleaning equipment.
5. Some material cannot be cleaned with bleach, i.e., fiberglass. Avoid using any volatile or strong solvents.
6. All common break areas, lunch and break rooms will be cleaned multiple times throughout the shift.

Hand Sanitizing
1. Hand washing stations must be provided for McK crews throughout the active job areas (one per floor/one per crew) and contain soap and water.
2. If soap and water are not available, a hand sanitizer with at least 60% alcohol must be provided (one per floor/one per crew)
3. Wash your hands frequently and thoroughly using soap and water for at least 20 seconds.
4. Handwash prior to shift/prior to breaks & lunch/after bathroom use – or any other opportunity.
5. Avoid touching your eyes, nose and mouth with unclean gloves and unsanitized hands.

Ladders
1. Do not share tools/equipment with other trades.
   a. Lock up tools in carts and gang boxes every shift.
   b. Don’t borrow tools from other trades or companies
2. Don’t use a ladder longer than the height indicated for each crew.
3. If you are not using tools keep them locked inside your work area.
4. On larger jobs have an apprentice clean tools, duct jacks, chain falls, gang boxes and any other equipment you have on the job.
5. Follow cleaning guidelines in the middle of this page. Bleach solution is not available if bleach is harmful to material, use dish soap and water to clean surfaces.
6. Place tools in the sun when possible to help equipment dry.
7. Schedule tool cleaning at the beginning & end of shift.
8. Ladder disinfection is not to be included.
9. If the ladder is full and will not allow use of the equipment.

Tools/Equipment
1. Do not share tools/equipment with other trades.
   a. Lock up tools in carts and gang boxes every shift.
   b. Don’t borrow tools from other trades or companies
2. Contact the tool room to get individual tools for each crew member.
3. If you are not using tools keep them locked inside your gang box/cart.
4. Avoid borrowing apprentice clean tools, duct jacks, chain falls, gang boxes and any other equipment you have on the job.
5. For cleaning guidelines in the middle of this page.
6. If bleach solution is not available, or if bleach is harmful to material, use dish soap and water to clean surfaces.
7. Place tools in the sun when possible to help equipment dry.
8. Schedule tool cleaning at the beginning & end of shift.
9. ALWAYS use appropriate PPE, with a reminder not to share gloves, glasses and face shields.
10. Follow cleaning guidelines in the middle of this page.
11. More and more and more guidelines are being used.

Food & Personal Belongings
1. Do not eat off the food trucks.
2. Where possible, a separate, dedicated Port-a-Johns should be provided for McK crews.
3. Portable bathrooms will be serviced at a minimum of three (3) times a week where we are responsible.
4. Avoid eating lunch in groups where possible.
5. Where possible, a separate, dedicated Port-a-Johns should be provided for McK crews.
6. Personal belongings you bring to the jobsite, such as lunch boxes and toolboxes, should be wiped down with a cleaning solution
7. Avoid eating lunch in groups where possible.
8. Do not interact/shake hands and avoid touching other workers while entering/riding/exiting the hoist.
9. Avoid touching the doors, walls and sides of the buck hoist/elevator if possible.

Buck Hoists/Reinforcements
1. Arrange shift schedule to access/exit floors using buck hoist on off-hours from the rest of the project.
2. If McK workers observe a buck hoist that is full and will not allow 6’ social distancing, they are to wait for another car.
3. Turn your back to other passengers on the hoist during transit.
4. Do not interact/shake hands and avoid touching other workers while entering/riding/exiting the hoist.
5. Avoid touching the doors, walls and sides of the buck hoist/elevator if possible.

Port-a-Johns/Bathrooms
1. Where possible, a separate, dedicated Port-a-Johns should be provided for McK crews.
2. Portable bathrooms will be serviced at a minimum of three (3) times a week where we are responsible.
3. These units should be cleaned sanitized more frequently based on inspections and reports of use.
4. Hand sanitzer shall be provided in/or around all Port-a-Johns/bathrooms.

McKenney’s Jobsite Safety Practices to Help Slow The Spread
**SOCIAL DISTANCING IN VEHICLES (ENGLISH & SPANISH)**

**Distancing Social en Vehículos**

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**Social Distancing in Vehicles**

**COVID-19 PREPAREDNESS PLAN**

Preventing the spread of COVID-19 starts before we all reach the job site. Protecting yourself from the spread of COVID-19 is as important when traveling to work as it is while at work or at home. Due to the highly contagious nature of the virus, it is important we all do our part to ensure that we are protecting ourselves, our co-workers and at turn, our families and the general public.

When possible, employees should use personal transport to reduce the number of people in an enclosed space. If that is not an option, please follow this temporary guidance to help prevent further cases.

This guidance will be withdrawn once conditions allow.

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**Distancia Social en Vehículos**

**PLAN DE PREPARACIÓN ACERCA DE COVID-19**

La propagación de la propagación de COVID-19 es crucial de lo que está en juego. Importante al visitar al lugar de trabajo como mientras están en el trabajo o en el coche. Dado al altamente contagioso del virus, es importante que cada uno haga su parte para asegurarse que nos estamos protegiendo a nosotros mismos, a nuestros compañeros de trabajo y a su vez, a nuestras familias y al público en general.

La propagación de la propagación de COVID-19 continúa antes de que toquen lugares de trabajo y a lo largo de nuestro tiempo en el lugar de trabajo. Cuando posible, empleados deben usar medios de transporte personal para limitar el contacto y el tiempo de interacción. Si no es una opción, deberás seguir esta guía para ayudar a evitar causas similares.

Esta guía se retirará cuando las condiciones lo permitan.

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**Ensure the same crew members travel together each day to limit potential exposure to others.**

- Wear PPE (face covering) while carpooling.
- Use hand sanitizer before entering/leaving vehicles.
- At gas stations, wash or sanitize your hands after handling gas pumps.

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**Segúen el mismo servicio por los mismos días para minimizar la exposición potencial a otras personas.**

- Usa el equipamiento personal (máscara) en tiempo.)
- Usa guantes para evitar contacto.
- Limpie las manecillas de las manos en el coche.
- Limpie las manecillas de las manos en el coche.

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**Living in Confinement Quarters**

If you share a small living space, the same risks apply.

Remember to:
- Maintain as much physical distance as possible.
- Wash your hands often.
- Sanitize commonly-touched surfaces (door knobs, light switches, etc.).
- DO NOT share food or drinks.
- Wear a face covering.

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**Seguido en espacios compartidos.**

Si comparte un espacio pequeño, los mismos riesgos son válidos.

Recuerde:
- Mantenga tanto distancia física como sea posible.
- Lave sus manos frecuentemente.
- Desinfecte las superficies que toca frecuentemente (manija de puerta, interruptores, etc.).
- NO compartan alimentos ni bebidas.
- Use una mascarilla cuando sea posible.

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**In Vehicle Interior**

Wipe the wheel, glove compartment, console, door handles, doorknob, steering wheel, shifter, interior and exterior mirror, and seat cushions of the vehicle. Use a 10% bleach solution or a disinfectant wipe. Do not get too close to doorknob.

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**In Vehicle Interior**

Limpie el volante, la cajetilla de guantes, el cajoncito, las manillas de las puertas, el volante, el cambio de marchas, el espejo interior y exterior, y los cojines de asiento del vehículo. Use una solución de cloro al 10% o un paño desinfectante. No se acerque demasiado al mango de las puertas.
Wear a cloth covering over your nose and mouth to slow the spread of COVID-19.

Risk of COVID-19 Transmission

- LOWER RISK
- MEDIUM RISK
- HIGH RISK

*For illustrative purposes only.
FACE MASKS

WEAR A MASK. SLOW THE SPREAD. PROTECT YOUR NEIGHBORS.

Although masking will not replace hand hygiene, social distancing, or staying home, it’s another powerful tool that can support the recovery of our communities. The steps our community has taken to control the spread of the coronavirus are working and we believe that masking will save additional lives.

The Centers for Disease Control and Prevention (CDC) recommends wearing face masks in public settings where other social distancing measures are difficult to maintain. This can include grocery stores and pharmacies.

How to properly wear a mask:
- Cloth face coverings should:
  - Fit snugly but comfortably against the sides of the face.
  - Cover both the mouth and nose.
  - Be secured with ties or ear loops.
  - Include multiple layers of fabric.
  - Allow for unrestricted breathing.
  - Be able to be laundered and machine-dried without damage or change in shape.

How to properly remove a mask:
When removing your mask, be careful not to touch your eyes, nose or mouth. Wash your hands immediately after removing your mask.

How to properly disinfect a cloth mask:
Cloth masks should be washed regularly, depending on how often you use them. Simply toss your mask in a washing machine to clean it. You can even put it in with your regular laundry.

Surgical masks and N-95 respirators are still critically needed for healthcare workers. To help conserve supplies, please consider other face coverings, such as cloth masks.

As we inch toward reopening more businesses, we must keep in mind the damage done by COVID-19. You are probably seeing less people at stores or even out in the public who are wearing mask, and you may be even tempted to fall in with the masses, right?

You have done GREAT so far! So why risk yourself now??? The chart above illustrates the odds favor all of us if we all wear mask. Here is a rule of thumb to follow: *Keep your mask on like you keep your hardhat on!* Imagine walking onto a construction site without your hardhat? Wearing your mask is personal protective equipment. WB Moore has issued you and we want you to continue wearing it until we feel our work environment is safe.

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RESOURCES & SUPPLIES
FACE MASKS & CLEANING/DISINFECTING RESOURCES

BEVERLY KNITS
https://usafacemaskbki.com/collections/all
Parker Sytz – (704) 860-3484
dave@greenbirdlabs.com

BRAND RPM
Michael Samuelson – (704) 965-6843
michaels@brandrpm.com

GREENBIRD LABS
Dave O’Brien – (919) 606-7253
dave@greenbirdlabs.com

FB MEDICAL
Fred Beyers – (704) 681-0053
Fred@fb-medical.com

JOOLA MEDICAL
http://www.joolamedical.com/

PARKDALE MILLS
facemasks@parkdalemills.com or
Stacey.heafner@parkdalemills.com

TAGS MARKETING
Tom Simpson tsimpson@tags-marketing.com
Steve Taggart stevet@tags-marketing.com
Wipes, Masks/PPE,
Good Hands Hand Sanitizer

INTERSTATE SERVICES
Alex Denton – (803) 448-3917
adenton@interstatesolutions.net

ENVIRONMENTAL DIVERSIFIED SERVICES (EDS)
Jeff Rizzo – 704-363-2233
jeff.rizzo@edsdiversified.com
Blair Prentice – 704-226-8021
blair.prentice@edsdiversified.com

FAGALA BIOHAZARD
John Fagala
jfagala@hotmail.com

KESCOR FIRE PROTECTION
Eric Dyer - edyer@kescor.com
(704) 453-9484

LIST OF COVID-19 FIGHTING AGENTS FROM THE AMERICAN CHEMISTRY COUNCIL/ CENTER FOR BIOCIDE CHEMISTRIES
Find the full list here
• Hydrogen Peroxide, Nixall, and Bioesque
TEMPERATURE SCANNING & EQUIPMENT CONTACTS

OCCUMEDX
Kalen Stovall – 256-221-6163
kalen.stovall@occumedx.com
Main Phone & Email
980-223-5849
info@occumedx.com

S1 SAFETY
Doug Chincar – 813-951-4583

MEDIX TEAM
Nick Burrows – 630-330-6445

AERO TEK
Kara Sparks – 773-577-0485

MED COR
Troy Butler – 815-347-9774


https://infraredcameras.com/thermal-infrared-products/hot-spot_non-contact-infrared-thermometer/

https://iproven.com/products/non-contact-thermometer-nct-978  (Currently sold out, but potential for re-stock)
CONSISTENT COMMUNICATION
CONSISTENT COMMUNICATION

Suggested Response Protocols
Flow Chart for COVID-19 Exposures

WHAT TO DO IF A WORKER HAD CONTACT WITH A CONFIRMED COVID-19 CASE?

SCENARIO A:
No Close Contact and the worker is asymptomatic. For example: If working on the same floor but have never been in contact with each other. No further action is necessary.

SCENARIO B:
Close Contact (within 6 feet for more than 10 minutes without facial coverings). For example: If a spouse, caregiver, or close coworker is confirmed.

Worker is sent home. Supervisor and point-of-contact/Pandemic Safety Officer should be notified. Anyone asked to leave should NOT return to work until:
- at least 10 days have passed since symptoms first appeared, AND
- at least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications, AND
- other symptoms have improved.

Symptoms of COVID-19 include:
- Fever
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

Worker develops symptoms, he/she should seek medical attention and should remain away from work for 14 days.

If worker develops no symptoms, they stay out of work for 10 days, the last 3 of which they must be symptom free.

Worker may return after 14 days of self-quarantine, if he/she is:
- symptom free for 72 hours before return, with no medications.
If diagnosed/confirmed positive by a healthcare provider, he/she should follow CDC guidelines for self-isolation and return to work when directed to do so by their healthcare provider.

Suggested Response Protocols
Flow Chart for COVID-19 Exposures

WHAT TO DO IF A WORKER IS SICK?

SCENARIO A:
Worker is sick, but symptoms exhibited are not consistent with COVID-19.

Worker follows protocol consistent with company policy sick leave.

Worker is sent home. Supervisor is notified. He/she seeks medical attention and, if deemed necessary, is tested for COVID-19. Worker should make employer aware of diagnosis and follow direction of healthcare provider.

SCENARIO B:
Worker is exhibiting symptoms consistent with COVID-19.

Contact on-site COVID-19 point-of-contact/Pandemic Safety Officer. Follow established communications plan to notify workforce.

Worker is diagnosed/confirmed with COVID-19.

Worker is NOT diagnosed with COVID-19. Worker should follow direction of healthcare provider and CDC in order to return to work.

Worker is INATED with COVID-19. A negative COVID-19 test is not currently a definitive indication of non-infection.

Worker must remain at home until:
- at least 10 days have passed since symptoms first appeared, AND
- at least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications, AND
- other symptoms have improved.

- Follow established communications plan to notify workforce.
- Identify corrective actions, if any, that can be taken for the future.
REOPENING OFFICES
Cushman Wakefield Recovery Readiness
- Comprehensive guide available for download
- Also features checklist & webinar resources

JLL COVID-19 Resources Page
- JLL “A guide to returning to work in the next normal” available for download
MECKLENBURG COUNTY RESOURCES
MECKLENBURG COUNTY COVID-19 WEBSITE

UPDATE ON CORONAVIRUS SITE

• Click here - updated regularly and is a good resource for latest information and trends

SMALL BUSINESS TOOLBOX KIT

• Phase 2 Re-Opening Toolkit for Small Businesses
  • Sector-specific guides & resources
MECKLENBURG COUNTY CODE ENFORCEMENT

COVID-19 INTERIM POLICY

• Go to their website for full details on policies and more
• Interim Policy = Social Distancing & Live Remote Inspections (LRI)
• Social Distancing – clear site when inspecting, etc.
• LRI – Verify qualifies for live remote, ensure all technical requirements met, can schedule online, and note it is subject for audit like any other inspection
• Items that DO NOT quality for LRI
  • First-time framing inspections for wood-framed structures
  • First-time electrical rough inspections
  • Temporary power/utility connections
  • Temporary Certificate of Occupancy (TCO) inspections (available only for commercial projects)
  • Final inspections for occupancy approval
MECKLENBURG COUNTY CODE ENFORCEMENT & OTHER CONTACTS

DIRECTORS
- Patrick Granson – Director of Code Enforcement (980.314.3434)
- Melanie Sellers – Director of Plan Review & Permitting (980.314.3108)
- David Gieser – Director of Inspections (980.314.3093)

PLAN REVIEW
- Scott Westbrook – Residential & Small Commercial Plan Review Manager (980.314.3114)
- Tom Smith – Commercial Plan Review Manager (980.314.3194)

COMMERCIAL INSPECTIONS
- Steve Pearson – Commercial Inspections Team Manager (980.314.3062)
- Allen Croom – Inspections Supervisor, Building (980.297.5839)
- Bob Hartman – Inspections Supervisor, Electrical (980.722.3618)
- Andrew DeMaury – Inspections Supervisor, Mechanical & Plumbing (704.200.5595)

RESIDENTIAL INSPECTIONS
- Jeff Griffin – Team Manager (704.634.8847)
- Mike Kale – Inspections Supervisor (980.521.6757)
- Brandon Burgin – Inspections Supervisor (980.259.9200)
- David Barrett – Inspections Supervisor (980.722.0259)

MULTI-TRADE INSPECTIONS
- Clayton Goodman – Team Manager (980.314.3174)
- James Kluttz – Inspections Supervisor

MEGA PROJECTS
- Andy Herring – Mega-Multifamily Code Enforcement (980.722.9259)
- Eric Moore – Mega-Multifamily Senior Code Official
- Gene Murphy – Mega Multifamily Senior Code Official (980.214.7564)

SPECIAL PROJECTS
- Howard Grindstaff – (980.314.3171)

MECKLENBURG CO. HEALTH DEPT
- Susannah Stone-Gill

OSHA
- Lee McKinney (Industrial Hygiene Consultant)
Consultative Services Bureau
Office: 440-915-6766
DISCUSSION/Q&A
PCEA CHARLOTTE PANEL DISCUSSION

July 15, 2020