

# COVID-19










## OKLAND'S RESPONSE

Okland is working diligently to continue to provide a healthy and safe environment for all those who work on its projects, including its employees, trade partners, project owners, and communities. Each day, Okland's COVID-19 Task Force discusses how Okland is managing the COVID-19 emergency and additional measures it should take to respond to the latest developments. The following is a summary of many of the key things Okland has implemented during the COVID-19 emergency to keep workers and our communities safe.


## EDUCATION AND COMMUNICATION

**PROVIDED IN ENGLISH AND SPANISH**

# COVID-19 PREVENTION

	<p><b>FIT FOR DUTY</b></p> <ul style="list-style-type: none"> <li>• Don't come to work if you're sick</li> <li>• Don't come to work if you've travelled to Europe, Asia, or by cruise ship within the past 14 days</li> <li>• Stay working and tell your supervisor if you have COVID-19 symptoms while working (dry cough, fever, or shortness of breath)</li> </ul>
	<p><b>HANDWASHING</b></p> <ul style="list-style-type: none"> <li>• 20 seconds with soap and water</li> <li>• If soap and water are unavailable, use an alcohol-based hand sanitizer that contains greater than 65% ethanol or 70% isopropyl alcohol to clean hands.</li> </ul>
	<p><b>AVOID TOUCHING EYES, NOSE, AND MOUTH</b></p> <ul style="list-style-type: none"> <li>• Cover your mouth and nose with a tissue when you cough or sneeze.</li> <li>• Put your used tissue in a waste basket.</li> <li>• If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.</li> </ul>
	<p><b>CLEAN AND DISINFECT FREQUENTLY TOUCHED OBJECTS</b></p> <div style="display: flex; justify-content: space-between;"> <ul style="list-style-type: none"> <li>• Table tops and chairs</li> <li>• Door knobs/handles (incl. post &amp; qubits)</li> </ul> <ul style="list-style-type: none"> <li>• Mobile equipment (steering wheels, buttons)</li> <li>• Buttons (monitors, remotes, elevators, etc.)</li> </ul> <ul style="list-style-type: none"> <li>• Light switches</li> <li>• Non personal tools</li> </ul> <ul style="list-style-type: none"> <li>• Lunch areas</li> <li>• Handrails</li> </ul> </div>
	<p><b>SOCIAL DISTANCING AND NO GROUPS OF MORE THAN 10</b></p> <div style="display: flex; justify-content: space-between;"> <ul style="list-style-type: none"> <li>• Six feet of separation in:</li> <li>• Trailers</li> </ul> <ul style="list-style-type: none"> <li>• Huddles</li> <li>• Elevators</li> </ul> <ul style="list-style-type: none"> <li>• Halls</li> <li>• Performing tasks</li> </ul> <ul style="list-style-type: none"> <li>• Eating lunch</li> <li>• Taking breaks</li> </ul> </div>
	<p><b>TOOL CLEANING</b></p> <ul style="list-style-type: none"> <li>• Hand tools should be used by only one tradesman at a time. Sanitize all hand tools at the end of the day</li> <li>• Equipment and electrical tools may be shared during the day but they must be cleaned before and after each user</li> </ul>
	<p><b>LUNCH AREAS, WASH STATIONS, AND TOILET RESTRICTIONS</b></p> <div style="display: flex; justify-content: space-between;"> <ul style="list-style-type: none"> <li>• Lunch stations should be laid out visually (e.g., tape placed on tables) to ensure people eating lunch are kept six feet from others</li> <li>• Lunch areas must be disinfected after each use by those who use it</li> </ul> <ul style="list-style-type: none"> <li>• Wash stations should be six feet apart with a 6-oz area in front, disinfected with blue tape</li> <li>• Portable toilets must be six feet apart</li> </ul> </div>
	<p><b>WASH CLOTHES</b></p> <ul style="list-style-type: none"> <li>• Wash clothes immediately upon arriving home</li> </ul>
	<p><b>MASKS REQUIRED</b></p> <ul style="list-style-type: none"> <li>• All workers must wear cloth masks while on-site (e.g., bandana, balaclava, homemade mask), unless another approved solution applies. Such solutions could involve face shields or half Respirator respirators</li> </ul>

**ANY SITE-OR AHJ-SPECIFIC PREVENTATIVE MEASURES**



# DO NOT ENTER THE WORKSITE IF:

You are prohibited from entering the worksite and must contact your supervisor immediately for further direction if one or more of the following applies to you:

1. You have had any of the primary symptoms of COVID-19 (dry cough, fever, OR shortness of breath) within the past 48 hours
2. You or a member of your household has tested positive for COVID-19
3. You have had close contact for a prolonged period of time with someone who tested positive for COVID-19
4. You travelled from Europe, Asia, New York, or if you have been on a cruise ship during the past two weeks
5. You have been directed by a medical provider to self-quarantine



## SOCIAL DISTANCING

## BEHAVIOR


## WORK SOLUTIONS

CONCRETE FINISHING-SPECIFIC TASK	CONCRETE FORMING AND PLACING TASKS
<p><b>Solution:</b> Mucking and placing concrete</p> <p><b>Task:</b> Hove man should be out in front of muckers and screed operations. Vibrating task should keep 6' separation. Muckers pull back high spots before screeding begins. Screeders keep 6' away from muckers</p>	<p><b>Task:</b> Forming columns</p> <p><b>Solution:</b> In PTP have one person set the column into place, then coordinate to have one setting elevation, while the other sets turn buckles, and assists with plumbing the forms. During placing concrete in columns or walls, workers are to wear PPE of face shield + balachava</p>
<p><b>Task:</b> Pulling screed</p> <p><b>Solutions:</b></p> <p>Option 1: finishers pull screed and mucker can maintain 6' apart and follow screed closely</p> <p>Option 2: finishers pull screed and mucker cannot maintain 6' from screeders then mucker goes 6' front ahead to get grade as close as possible. Where required, finishers will stop and step out for muckers to show grade across concrete if concrete elevation is too high to screed.</p>	<p><b>Task:</b> Forming &amp; placing footings</p> <p><b>Solution:</b> In PTP plan to create proper distances by having workers work in multiple areas, or do different tasks such as staging, adding spreaders, setting template, or even placing concrete. While placements occur, we can have the person running the pump hose stay out ahead of the vibrating, and finishing crew.</p>
<p><b>Task:</b> Applying 'Confin'™</p> <p><b>Solution:</b> Finisher using Confin™ will follow the screed 6' away.</p>	<p><b>Task:</b> Forming walls</p> <p><b>Solution:</b> In PTP plan for workers to stagger on either side of the wall. Whenever can be committed to setting walers, turnbuckles, or even securing embeds and block outs. During placing concrete in columns or walls, workers are to wear PPE of face shield + balachava</p>
<p><b>Task:</b> Bull Floating</p> <p><b>Solution:</b> Finishers running Bull floats will use the handles as a reference to 6' apart and maintain as they follow Confin™.</p>	<p><b>Task:</b> Forming suspended Deck</p> <p><b>Solution:</b> In PTP dedicate workers to an activity that doesn't require working closer than 6' from another worker. Allocate crew members to installing shooting and panels, setting beam or, or running edge forms.</p>
<p><b>Task:</b> Traveling on kneeboards/sliders</p> <p><b>Solution:</b> maintain 6' apart on their kneeboards/sliders</p>	<p><b>Task:</b> Finishing Slabs</p>
<p><b>Task:</b> Power Troweling</p> <p><b>Solution:</b> maintain 6' apart other finishers on kneeboards.</p>	<p><b>Task:</b> Finishing Slabs</p>

## CLEANING AND DISINFECTING PRACTICES

# OKLAND COVID-19 MASK POLICY

## STANDARD



If you are having fogging issues


\* Safety Glasses  
+ Cloth Mask

\* Safety Glasses  
+ Face Shield

Face Shield  
+ Cloth Mask

## APPROVED OPTIONS FOR TASKS LESS THAN 6'

\*\* Exceptions to the 6' rule must be approved by supervisor



If you are having fogging issues

\* Safety Glasses  
+ Cloth Mask

\* Safety Glasses  
+ Half Mask Respirator

\* Safety Glasses  
+ Face Shield

Face Shield  
+ Cloth Mask

## \* SAFETY GLASSES REQUIRED FOR THESE ACTIVITIES

- Saw Cutting (Table and Reciprocating)
- Concrete Cutting
- Operating a Nail Gun
- Hammering (Stake/Nails)
- Stripping Concrete

- Drilling
- Chipping
- Grinding
- Cutting Rebar or Metal
- Pouring Concrete

- Vibrating During a Pour
- Chemical Use
- Other high-risk eye hazard activities

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# OKLAND PUBLIC UPDATE PAGE

This information is directed toward OKland's employees, project owners, and trade partners.  
It will be updated frequently. As information concerning COVID-19 changes quickly, any official government direction shall govern if that direction conflicts with anything set forth below.

Esta información está dirigida a los empleados de Okland, los dueños de proyectos y los socios comerciales.  
Se actualizará con frecuencia. Como la información relativa a COVID-19 cambia rápidamente, cualquier dirección oficial del gobierno gobernará si esa dirección entra en conflicto con cualquier cosa establecido abajo.

**OKLAND**

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**9:35pm (all times are MDT)**

The following is Okland's [updated COVID-19 Policy & Guidelines](#). [\(Spanish click here\)](#) Of note, it incorporates Okland's mask policy that was issued last week. A Spanish version will be available soon.

OKLAND COVID-19 POLICY & GUIDELINES	OKLAND COVID-19 POLICY & GUIDELINES	OKLAND COVID-19 POLICY & GUIDELINES

**9:32am (all times are MDT)**

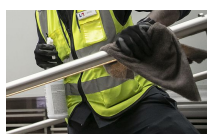
We are grateful for feedback we received since we announced our COVID-19 mask policy. It has led to improvements of the policy. We're attaching a revised graphic that shows all authorized options, including options when fogging occurs while wearing a cloth mask. We are confident that following this new policy will improve even more what we're already doing to stay safe and healthy on our projects during this new emergency.

Estamos agradecidos por los comentarios que recibimos desde que anunciamos nuestra política para minimizar el riesgo de COVID-19. Ha dado lugar a mejoras en la política. Se adjunta un documento que muestra todas las opciones disponibles, incluso opciones cuando ocurre empañamiento al usar una máscara de tela. Estamos seguros que siguiendo esta nueva política mejorará aún más lo que ya estamos haciendo para mantenernos seguros y saludables en nuestros proyectos durante la emergencia del COVID-19.

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## COVID-19 CLEANING &amp; DISINFECTING GUIDANCE

The CDC suggests that COVID-19 may remain viable for hours to days on various surfaces. Cleaning of visibly dirty surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses at work and at home.



All our projects and offices should take immediate and continuous measures to ensure frequently touched surfaces are cleaned and disinfected regularly.

This includes, but is not limited to: Handrails, door handles/knobs, light switches, chair backs and arm rests, computer mouse and keyboards, tables and desks, mobile and desk phones, printer controls, water dispenser buttons, refrigerator and microwave handles, coffee makers, TV remotes, dry erase markers, port-a-john door handles, tools, mobile equipment (steering wheel, seat, buttons, switches, etc.), elevator/hoist buttons, and lunch tables, etc.

For more information visit: <https://www.cdc.gov/coronavirus/2019-ncov/community/home/cleaning-disinfection.html>

We suggest you adhere to the following tips when cleaning:

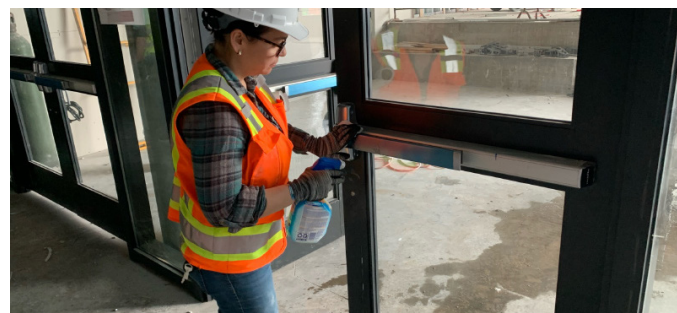
We suggest you adhere to the following tips when cleaning:

1. **Wear disposable gloves** when cleaning and disinfecting surfaces
  - Gloves should be discarded after each cleaning.
  - Reusable gloves are highly discouraged. However, if reusable gloves must be used because you do not have access to disposable gloves, the reusable gloves must be nonporous, dedicated for cleaning and disinfection, and must not be used for any other purpose.

**2. Pre-clean.** If surfaces are dirty, they should be cleaned using a detergent or soap and water before disinfection.

- 3. Disinfect.** Most common EPA-registered household disinfectants should be effective, e.g., Clorox or Lysol wipes or spray.
  - Consult the manufacturer's instructions for the cleaning and disinfection products for clear use.
  - Alcohol solutions that contain greater than 60% ethanol or 70% isopropyl alcohol can be used.
  - A diluted household bleach solution can also be used. See <https://www.cdc.gov/disasters/bleach.html> for instructions.
  - *If you don't have or cannot quickly purchase the appropriate materials, please contact your safety manager for help.*
- 4. Safely remove your gloves.** It is important that any contaminant on the outer surface of the glove is not transferred onto the skin or other "clean" objects.
  - Disposable gloves should be carefully removed by turning them inside out as they are removed. See <https://www.globox.co.uk/assets/files/How-To-Safely-Remove-Your-Disposable-Gloves-A3-0615.pdf> for instructions.
  - Nonporous reusable gloves should be cleaned and disinfected by thoroughly wiping them down with a disinfectant prior to removing the gloves.
- 5. Wash your hands** with soap and water for 20 seconds immediately after gloves are removed.

**5. Wash your hands** with soap and water for 20 seconds immediately after gloves are removed.



## RESPONSE

## OKLAND PROTOCOL FOR POSITIVE COVID-19 RESULTS

- 1**

**INVESTIGATE**

Upon report of a positive COVID-19 result, contact HR immediately

HR will contact the employee or trade partner, to confirm the positive COVID-19 result

HR will report back to the project director, if confirmed, move

**2**

**ISOLATE**

Ensure the individual has been removed from the jobsite

Isolate, clear, and close the area where the individual has been working for the last 24 hours

Dispatch a professional sanitization contractor to clean and disinfect the isolated area

**3**

**COMMUNICATE**

Contact HR to assist in project communication of the positive COVID-19 result

The County Health Department will contact anyone considered "high risk"

Any employee or trade partner may reach out to HR with questions or concerns

