

BCCI COVID-19 Jobsite Protocols

Updated June 01, 2020

The Thinking's Built In

BCCI Construction Company | LICENSE NO. 492944
BCCICONST.COM | San Francisco | South Bay



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Note: Due to the evolving nature of the current novel Coronavirus (COVID-19) pandemic, BCCI's COVID-19 Jobsite Protocols and procedures are subject to changing conditions and safety requirements. **If recommendations and guidelines from authorities are duplicative, different, inconsistent or in conflict, the more restrictive and stringent procedure will be followed at the jobsite.** This plan will be updated with recommended best practices as conditions, guidelines and recommendations are changed and revised. BCCI's Safety Team will distribute updates and revisions to this plan as soon as practical.

RECORD OF CHANGES (06.01.2020) All Changes are *Blue, Italicized, and Bolded*.
The Job-Site Protocol is being updated effective immediately and the attached document is a record of current revisions. The updated Job-Site Protocol supersedes and controls over all previously issued Job-Site Protocols. Question should be directed to Robert Edington, Director and General Counsel.

Page 3 – 1.1 Symptoms and Spread of COVID-19

- Updated Symptoms to reflect current CDC Guidance.

Page 5 – 1.3 Personal Protective Equipment (PPE) Recommendations Table

- Line 3 Column 2 – Removed N95 mask from the comment line.
- Updated Statement under PPE Table.

Page 6 – Encourage Sick Employees to Stay at Home:

- Updated symptoms to reflect current CDC Guidance.

Page 9 – Daily Procedures and Disinfection

- Bulleted Item 9 – Added No Microwaves Allowed.
- Bulleted Item 13 – Added or Telephone and No Carpooling.
- Bulleted Item 19, Sub Bullet 2 – Removed N95.
- Table listing of chemicals used for disinfection.

Page 11 – Appendix A – BCCI COVID-19 Daily Checklist Form

- Added Question – Within last 10 days have you been diagnosed with COVID-19 or had a test confirming you have the virus?
- Updated Symptoms to reflect current CDC Guidance.

Page 12 – Appendix B – BCCI Superintendent Guidance

- Row 1 Column 1 – Updated Symptoms to reflect current CDC Guidance
- Rows 2-6 Column 3 – Required PPE – Added safety glasses or face shield & removed N95.
- Row 5 Column 3 – ...coveralls or Tyvek Suit changed required to recommend.

Page 13 – Appendix B – BCCI Superintendent Guidance

- Row 1 Column 3 – Required PPE – Added safety glasses or face shield & removed N95
- Updated Statement under Guidance Table.

1. Introduction

BCCI Construction is pleased to present these COVID-19 Jobsite Protocols developed in partnership with EnviroNova, LLC in response to the global COVID-19 coronavirus outbreak. Operating under the guidelines of this plan and adhering to all government mandates, essential construction activities may continue during “shelter in place” and other social distancing protocols.

1.1 Symptoms and Spread of COVID-19

COVID-19 is a strain of the SARS-CoV-2 coronavirus that attacks the respiratory system and can have symptoms that range from mild to severe, and may even be life threatening in older individuals and those with certain underlying conditions. The Centers for Disease Control (CDC) data suggests the symptoms of COVID-19 can take between 2 to 14 days to develop after exposure to the virus.

The main symptoms of COVID-19, as referenced by the CDC, are as follows:

- ***Fever or Chills***
- ***Cough***
- ***Diarrhea***
- ***Nausea or Vomiting***
- ***Shortness of breath or difficulty breathing***
- ***Congestion or Runny Nose***
- ***Fatigue***
- ***Muscle or Body Aches***
- ***New loss of Taste or Smell***
- ***Sore Throat***

The primary way that COVID-19 is spread from person to person is via coughs, sneezes, and shared touching of contaminated surfaces. An infected person coughing, sneezing, or touching another person or shared object, such as a doorknob or computer keyboard, spreads the virus. Droplets from an infected person can also travel through the air and reach the mouth or nose of a person nearby. If an employee is feeling sick, they should stay at home until symptoms subside.

The CDC offers a self-test application on its website to help with seeking appropriate medical care: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.

1.2 Protecting BCCI Employees

BCCI is taking a proactive approach to prevent the spread of COVID-19 in the workplace and to protect its employees and their families against this illness at home and in public places. This document is based on recommendations by the Centers for Disease Control (CDC), the Occupational Safety and Health Administration (OSHA), World Health Organization (WHO), Environmental Protection Agency (EPA) and other health organizations as information is published. BCCI has developed this policy in accordance with standard Industrial Hygiene and Safety practices along with laws and regulations. Federal OSHA The General Duty Clause, Section 5(a)(1) of the Occupational Safety and Health (OSH) Act of 1970, 29 USC 654(a)(1) “which requires employers to furnish to each worker “employment and a place of employment, which are free from recognized hazards that are causing or are likely to cause death or serious physical harm.” and California OSHA Regulations CCR Title 8 §3203. Injury

and Illness Prevention Program and Title 8 section 5141 Control of Harmful Exposures requires employers to protect employees from inhalation exposures that can result in injury, illness, disease, impairment or loss of function.

The new May 4 Shelter-in-Place Order requires all large construction projects (large defined as over 20,000 square feet for commercial projects, or projects consisting of more than 10 units for residential) to assign a Third-Party Jobsite Safety Accountability Supervisor (JSAS). This requirement applies to Alameda, Contra Costa, Marin, San Francisco, San Mateo, and Santa Clara counties. EnviroNova will provide the oversight needed to fulfill this requirement and act as the Third-Party JSAS for essential BCCI projects. The requirements and duties of the Third-Party JSAS are as follows:

- JSAS must hold, at a minimum, OSHA-30 Hour certificate and first-aid training completed within the past two years.
- JSAS must be trained in the Order protocols and verify compliance via visual inspection and random interviews with workers.
- Within seven calendar days of each jobsite visit, the JSAS must complete a written assessment identifying failure to comply with the Order protocols. The written assessment must be copied, stored, and sent to a designated County official upon request by the County.
- If the JSAS finds the jobsite is not in compliance, the JSAS must work with the COVID-19 Safety Compliance Officer (SCO) in order to develop and implement a remediation plan.
- The JSAS must coordinate with the SCO to prohibit continuation of any work activity not in compliance with the Order protocols until addressed and the continuing work is compliant.
- The remediation plan must be sent to a designated County official within five calendar days of the JSAS's discovery of failure to comply.

By developing this policy, BCCI is providing its employees with information they can use to reduce their exposure to the virus in the workplace and at home. In addition, BCCI has closed all construction sites past the maximum amount of days that COVID-19 is able to live on surfaces for further worker protection. Refer to Appendix C for Risk Level and Exposures information.

Since the situation is constantly updating BCCI recommends that employees go to the Federal Government websites for the most up to date information. BCCI will also be monitoring these websites to re-evaluate and update this plan and company action based on the most trusted published government data. All communication will be distributed by upper management.

<https://www.coronavirus.gov/>
<https://www.cdc.gov/coronavirus/2019-ncov/index.html>
<https://www.cisa.gov/>
<https://covid19.ca.gov/>
<https://www.osha.gov/SLTC/covid-19/standards.html>
<https://www.dir.ca.gov/dosh/coronavirus/>

1.3 Personal Protective Equipment (PPE) Recommendations

Good handwashing and hygiene practices are the most important habits for minimizing exposure to germs and preventing infections. BCCI has informed its employees of the recommended personal protective equipment (PPE) to include the following items:

Item	Comment
Hand Sanitizer	Travel size for use when proper handwashing facilities are not available. The sanitizer has been selected for its effectiveness against a broad range of viruses, including influenza, Hepatitis A, B, and C, and other viruses and bacteria.
Disinfecting Wipes & Gel	Used to disinfect surfaces you may touch when gloves are not available (pens, handrails, telephone handsets, etc.). The sanitizer has been selected for its effectiveness against a broad range of viruses including influenza, Hepatitis A, B, and C. It must be used so that the surface remains wet for 60 seconds.
Masks (Required)	Non-medical grade or KN95 masks for protection from infectious particles.**
Cloth Masks	All workers must wear a cloth face cover or mask. The cloth face cover is meant to protect other people in case you are infected. Continue to keep at least 6 feet between yourself and others. The cloth face cover is NOT a substitute for social distancing according to the CDC.
Disposable or Rubber-Coated Gloves	For use where some dexterity will be required. Vinyl material minimizes the potential for allergic reaction. Disinfect Rubber-Coated Gloves before each reuse.

****For as long as medical-grade masks such as N95 masks and surgical masks are in short supply, members of the public should not purchase those masks for use as Face Coverings; those medical-grade masks should be reserved for Health Care Providers and First Responders.**

Any mask that incorporates a one-way valve (typically a raised plastic cylinder about the size of a quarter on the front or side of the mask) that is designed to facilitate easy exhaling allows droplets to be released from the mask, putting others nearby at risk. As a result, these masks are not a Face Covering and must not be used to comply.

BCCI employees must adhere to all “social distancing” policies as issued by local and federal authorities. As part of social distancing, BCCI employees should maintain at least 6 feet of distance between themselves and coworkers, family members, and anyone in public. This distancing policy should be maintained as much as possible in the workplace, as long as work can still be safely completed. If the current federal, state and local recommendation allows for a decrease in the amount of space between people and/or further assessment of jobsite conditions, BCCI will adjust accordingly. The jobsite protocols are defined in the Section 3 Daily Procedures and Disinfection, Appendix A: BCCI COVID-19 Daily Checklist Form, and Appendix B: BCCI-COVID-19 Superintendent Guidance.

2. Proactive Action Steps to Prevent Employees Infection

The purpose of these operating guidelines is to provide a course of action for BCCI to safely continue construction work and activities to protect employees from workplace exposures to COVID-19. These guidelines are based on published documents from the CDC, OSHA, EPA, and WHO.

OSHA has issued a hierarchy of workplace controls, which include implementing engineering controls as the first line of protection for employees. OSHA has recommended the following engineering and administrative controls, when possible:

- Utilize HEPA Air Scrubbing Machines on Jobsite—1 unit per 5,000 square feet at a minimum. May be increased to 1 per 2,500 square feet if jobsite conditions don't allow for effective air scrubbing.
- If conditions are available, increase Building HVAC ventilation rates in the work environment.
- BCCI will install appropriate barriers and signage to allow entrance only to authorized personnel.
- Job functions that require multiple workers in a small space such as hanging sheetrock will require the evaluation of increased HEPA Air Scrubbing Machines or PPE as defined in Appendix B Superintendents Guidance.

The CDC has published the following recommended strategies for employers to use now, which reflect OSHA's recommended administrative controls:

- **Encourage sick employees to stay home.** Any employee with symptoms of acute respiratory illness should remain at home until he/she no longer has a cough, shortness of breath or difficulty breathing or two other COVID-19 symptoms (*fever or chills, cough, Shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, sore throat, congestion or runny nose, nausea or vomiting, diarrhea, or new loss of taste or smell*) for at least 24 hours without the use of fever-reducing or symptom-altering medication. Employees should notify their supervisor and remain at home if sick. Any employee who appears to have symptoms of acute respiratory illness upon arrival to work or develops symptoms throughout the workday should be separated from healthy employees and sent home until their illness subsides. Sick employees should cover their noses/mouths when coughing and sneezing, and use tissues when available. Employees shall present BCCI with a doctor's return-to-work letter.
- **Limit the number of workers per jobsite to maintain social distancing.** Square footage of the construction work areas will be determined so that worker loading will equal approximately 500 square feet per worker to maintain social distancing. BCCI will calculate the total square footage of construction space and then divide by 500 to calculate the worker loading.
- **Limit the number of workers on multi story jobsites to maintain social distancing:** BCCI will calculate worker loading and requests that each floor stay in autonomous groups throughout the workdays. However, BCCI Safety Team, foremen, and superintendents managing multiple floors must follow hygiene and PPE practices when moving from floor to floor. Do not allow workers to switch between floors in order to decrease the number of people they come into contact with daily. Maintain social distancing of at least 6 ft. of space between employees whenever possible. BCCI will increase the number of people on the jobsite, if the current federal, state, and local recommendation allows for an increase in the number of people and or further assessment of jobsite conditions allow for social distancing.

- **Review task-specific JHA.** If your task requires working in close proximity to another person, review the required JHA to ensure you are equipped with the proper PPE and are trained in and understand the directions for use. Do not start any task until you have been properly equipped and trained on procedures.
- **Use signs to encourage employees to practice healthy hygiene.** Place posters that encourage employees to stay home if they are feeling sick, display cough and sneeze etiquette, and handwashing hygiene. Provide no-touch disposal receptacles for employees when possible. Provide soap and water to wash hands for at least 20 seconds, plus alcohol-based hand sanitizer that contains at least 60-95% alcohol. Soap and water are preferential if hands are visibly dirty.
- **Perform routine disinfection.** Routinely disinfect all frequently-touched surfaces, like doorknobs, countertops, light switches, and personal work stations prior to work and at the end of the day. Employees should disinfect their keyboards, mouse, remote controls, and all desk surfaces before each use. Please note that sprayed disinfectants must remain on surfaces for at least **60 seconds prior and DO NOT WIPE OFF** to ensure the chemicals have sufficient time to kill bacteria/virus. These procedures are further detailed in Section 3.

EnviroNova recommends the following actions be taken in addition to the CDC's recommendations:

1. **Fill out daily sign-in sheet.** BCCI's COVID-19 Daily Checklist Form.
2. **Daily safety tailgate meetings at site.** Daily safety tailgates should be held each morning to discuss site conditions and share any updated information regarding COVID-19.
3. **Wear one layer of gloves of choice when working.** All employees should wear rubber-coated gloves or one layer of disposable glove of choice. No fully cloth gloves will be allowed. Rubber-coated gloves must be disinfected before use.
4. **Follow OSHA guidance on recording workplace exposures to COVID-19.** OSHA has recordkeeping requirements if any BCCI employee tests positive for the virus. BCCI's Safety Manager will maintain all recordkeeping for persons exposed to COVID-19.
5. **Competent person duties.** The competent person will ensure the procedures outlined in Section 4: Daily Procedures and Disinfection is followed at the Site.
6. **Health and Safety Plan (HSP).** BCCI will add to the existing HSP the BCCI COVID-19 Jobsite Protocols and the HSP will include a site logistics plan to include worker loading.

As part of the COVID-19 Jobsite Protocols, BCCI will accommodate the needs of its employees and staff. Every effort will be made to share appropriate information as soon as it becomes available.

While this specific strain of Coronavirus (COVID-19) has not been tested against any disinfectants at the time of this statement, the EPA has published a list of biocide chemicals that have been shown effective against similar classes of virus, which include the Human Coronavirus, Adenovirus, and SARS-associated Coronavirus.

BCCI employees using these chemicals for routine disinfection need Hazardous Communication training on the chemicals used, and Safety Data Sheets need to be available. Employers are required by Cal/OSHA's Hazard Communication Standard (CCR, Title 8, General Industry Safety Order 5194) to provide information to their employees about the hazardous substances, which they may be exposed, by means of a hazard communication program, labels, and other forms of warnings, safety data sheets (SDSs) and training. It is BCCI's responsibility to provide this information to employees and ensure they understand it, prior to working with or being exposed to hazardous substances.

EnviroNova recommends the use of Organic Vapor/Acid Gas/P100 stacked respirator cartridges with either half-face or full-face respirators during decontamination activities involving the use of disinfectants and/or chemicals. The OV/Acid Gas cartridges protect against the harmful chemical fumes of the disinfectants, and the P100 cartridges protect against the virus and bacteria. Employees who use respirators must adhere to all OSHA requirements for medical surveillance, respirator fit testing, and facial hair, and keep copies of these certifications in a binder onsite.

BCCI will make a determination of the need to perform full jobsite decontamination based on information gathered during the project. The jobsite workers should disseminate information up through the management, such as workers not feeling well, a verified case of Coronavirus, or other changes in site conditions.

Refer to Appendix D for the BCCI Disinfection Work Plan in case of a confirmed COVID-19 case.

3. Daily Procedures and Disinfection

EnviroNova recommends following the Builders’ Association Bulletin No. 2005, “COVID-19 Recommended Best Practices for Construction Jobsites” and the City of San Francisco Order No. C19-07b for daily jobsite procedures and environmental disinfection. After areas have been decontaminated and verified, the recommendation for routine environmental disinfection of the jobsite are the following steps. Refer to Appendix A for the BCCI Daily Checklist.

- When employees arrive at the jobsite, all shall wash hands and then place either one layer disposable gloves or rubber-coated work gloves and protective face covering of choice.
- Employees at the jobsite should follow guidance for laundering their clothes at home (do not shake clothes out, wash work clothes separately).
- No more than 4 workers will be allowed to ride in an elevator at one time and shall wear gloves and face coverings of choice.
- Routine disinfection shall be performed on all frequently touched surfaces, which includes but is not limited to, workstations, countertops, handles, doorknobs, gang boxes, shared tools, and equipment.
- Workers will utilize the provided boot disinfection stations to clean their boots using sprayers and disinfectant prior to and after entering the jobsite.
- Use appropriate, authorized disinfecting agents and follow directions on the bottle. Ensure all exposed workers are trained on the hazards of the chemical (see SDS) in accordance with OSHA’s Hazard Communication standard.
- Project trailers and offices shall be disinfected daily.
- On-Floor Restrooms/Portable bathrooms are serviced multiple times a week.
- All common break areas, lunch and break rooms shall be disinfected multiple times throughout the workday. **NO Microwaves Allowed.**
- Do not congregate in groups in lunch or break areas.
- No communal food shall be permitted on the jobsite until further notice.
- Alcohol-based hand sanitizer and soap and water shall be available for employees in the workplace.
- Do not share PPE **or Telephones**. Disinfect reusable supplies /equipment. **No Carpooling.**
- Sanitize and disinfect tools before each use.
- Sanitize reusable PPE per manufacturer’s recommendation before each use.
- Ensure soiled or used PPE is disposed of properly.
- Identify specific locations & practices for daily trash (i.e. paper, hand towels, food containers) etc.
- Disinfect interior, frequently touched surfaces inside fleet vehicles using aerosol or spray sanitizers.
- HEPA Air Scrubbing Machines equipped with high-efficiency particulate air (HEPA) filters shall be used at each jobsite in accordance with BCCI’s existing protocol.
 - Primary & secondary filters will be changed regularly. HEPA filters will not be changed.
 - Personnel changing filters shall wear either one layer of disposable gloves or rubber-coated work gloves, **KN95 masks**, and eye protection.
- Any additional questions/comments please refer to Appendices A & D or speak to BCCI Safety Mgr.
Listing of EPA Approved Sanitizers Used (SDSs Available upon Request and Loaded in ProCore)

Tea Tree Oil	Isopropyl – Alcohol with 30% water	Mrs. Myers Clean Hand Soap	Pure Bright Germicidal Bleach	Aloe Vera Gel
Bacti-Free Sanitizer	Five Star Sanitizer			

4. Response Procedures for COVID-19 Infected Jobsite

The purpose of these operating guidelines is to provide a course of action for BCCI to take after a confirmed case of COVID-19 has been identified at the Jobsite. These guidelines are based on published documents from the CDC, OSHA, EPA, and WHO.

Prompt identification and isolation of potentially infectious individuals is a critical step in protecting workers, customers, visitors, and others at a worksite. BCCI has informed and encouraged employees to self-monitor for signs and symptoms of COVID-19 if they suspect possible exposure.

- **Separate sick employees.** Following OSHA COVID-19 Guidance, any employee who appears to have symptoms of acute respiratory illness upon arrival to work or develops symptoms throughout the workday should be separated from healthy employees and sent home at the employer's discretion based on Title 8 Section 3208 until their illness subsides and presents BCCI with a doctor's return-to-work letter.
 - Move potentially infectious people to a location away from workers and other visitors.
 - Although most worksites do not have specific isolation rooms, designated areas with closable doors may serve as isolation rooms until potentially sick people can be removed from the worksite. Restrict the number of personnel entering isolation areas.
 - Sick employees should cover their noses/mouths when coughing and sneezing, and use tissues when available.
 - Protect workers in close contact with (i.e., within 6 feet of) a sick person or who have prolonged/repeated contact with such persons by using additional engineering and administrative controls, safe work practices, and PPE.
 - The Site Supervisor shall contact the BCCI Safety Manager for guidance and refer to Appendix B.



APPENDIX A: BCCI COVID-19 DAILY CHECKLIST FORM

Project _____ **Company** _____ **Date** _____

I affirm that:

- ***Within the last 10 days have you been diagnosed with COVID-19 or had a test confirming you have the virus?***
- All of crew members are healthy and are free of the following symptoms:
 - Cough***
 - Fever or Chills***
 - Sore throat***
 - Shortness of breath or difficulty breathing***
 - Fatigue***
 - New loss of taste or smell***
 - Nausea or Vomiting***
 - Muscle or Body Aches***
 - Diarrhea***
 - Congestion or Runny Nose***
 - Headache***
- No crew member(s) have traveled outside of the United States with the last 14 days.
- If any crew member(s) begins to exhibit symptoms on-site, they will be sent home immediately, and BCCI will be notified immediately.
 - A documented list of the locations where the crew member was working and the personnel, he/she encountered while on-site will be provided promptly to BCCI.
- All crew member(s) have been educated in hygiene best practices and social distancing.
- No crew member(s) have been in contact with any individual exhibiting symptoms of COVID-19 in the last 14 days.
- All personnel are certified and current with FIT testing for the use of a respirator (i.e., half-faced and/or full face) as applicable per these protocols.

Foreman Name _____ **Signature** _____

Names of Crew Members On-Site	Company Address	Company e-Mail	Company Phone Number

APPENDIX B: BCCI SUPERINTENDENT GUIDANCE

Quick Decision-Making Symptom Guide for COVID-19

IF AN EMPLOYEE HAS SYMPTOMS OF:	PERSON-IN-CHARGE TO TAKE THESE ACTIONS:	WHEN TO RETURN TO WORK:
<ul style="list-style-type: none"> • Cough • Shortness of breath or difficulty breathing • Fever or Chills • Muscle or body aches • Sore throat • New loss of taste or smell • Fatigue • Headache • Congestion or Runny Nose • Nausea or Vomiting • Diarrhea 	Separate employee from workforce. Call BCCI Safety for further guidance.	Employee must present doctor's note approving their safe return to work.
EMPLOYEE SITUATION	ENGINEERING CONTROLS	PPE REQUIRED
Approximately 1 employee per 500 sq. ft. Total square footage will be calculated, and then divided by 500. (Example: 20,000 sf area divided by 500 is 40 total workers.)	Adequate ventilation, HEPA negative air machines, routine disinfection, and social distancing. One (1) negative air machine per 5,000 sf.	Required PPE = One layer disposable gloves or rubber-coated work gloves, protective face covering, and safety glasses or face shield.
No more than 4 employees per elevator.	Unavailable mechanical controls. Social distancing.	Required PPE = One layer disposable gloves or rubber-coated work gloves, protective face covering, and safety glasses or face shield.
Employees working 6 ft apart from one another.	Adequate ventilation, HEPA negative air machines, routine disinfection, and 10 workers per 5,000 sf.	Required PPE = One layer disposable gloves or rubber coated work gloves, protective face covering, and safety glasses or face shield.
10 or more employees per 5,000 sf or working in small rooms/more employees in a certain work area.	Increase ventilation substantially, increase HEPA negative machines, increase frequency of routine disinfection. Move negative air machines with workers as they move work areas.	Required PPE = KN95 masks or P100 respirator, one layer disposable gloves or rubber-coated work gloves, and safety glasses or face shield.**
Employees working in close proximity (less than 6 feet and less than 1 hour) or employees working on aerial lifts, which require close contact.	Increase ventilation substantially, increase number of HEPA negative machines, increase routine disinfection.	Required PPE = KN95 masks or P100 respirator, one layer disposable gloves or rubber-coated work gloves, safety glasses or face shield, coveralls or Tyvek suit recommended.**

Employees working in close proximity (less than 6 ft and more than 1 hour of strenuous work, i.e. hanging sheetrock, digging ditches).	Increase ventilation substantially, increase number of HEPA negative machines, increase routine disinfection. Move negative air machines to new work areas as workers move.	Required PPE = KN95 masks or P100 respirator, one layer disposable gloves or rubber-coated work gloves, safety glasses or face shield , coveralls or Tyvek suit required. **
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****For as long as medical-grade masks such as N95 masks and surgical masks are in short supply, members of the public should not purchase those masks for use as Face Coverings; those medical-grade masks should be reserved for Health Care Providers and First Responders.**

Any mask that incorporates a one-way valve (typically a raised plastic cylinder about the size of a quarter on the front or side of the mask) that is designed to facilitate east exhaling allows droplets to be released from the mask, putting others nearby at risk. As a result, these masks are not a Face Covering and must not be used to comply.

APPENDIX C: RISK LEVEL & EXPOSURE TABLE

RISK LEVEL	TRAVEL/INTERACTION EXPOSURES*	EXPOSURES IDENTIFIED THROUGH CONTACT INVESTIGATION
High	International travel	All international travel (beginning 3.6.2020).
	Direct close contact**	Living in the same household as, being an intimate partner of, or providing care in a non- healthcare setting (such as a home) for a person with symptomatic or suspected COVID-19 infection without using recommended CDC precautions.
Medium (assumes no exposures in the high-risk category)	North American air travel	On an aircraft, being seated within 6 feet (two meters) of a traveler with symptomatic or suspected COVID-19 infection; this distance correlates approximately with 2 seats in each direction.
	Close contact**	Close contact with a person with symptomatic or suspected COVID-19.
	Direct close contact**	Living in the same household as, an intimate partner of, or caring for a person in a non- healthcare setting (such as a home) to a person with symptomatic or suspected COVID -19 infection while consistently using recommended CDC precautions for home care and home isolation .
Low (assumes no exposures in the high-risk category)	Not applicable	Being in the same indoor environment (e.g. a classroom, a hospital waiting room, building lobby, or general jobsite location) as a person with symptomatic or suspected COVID-19 for a prolonged period of time but not meeting the definition of close contact.
No Identifiable Risk	Not applicable	Interactions with a person with symptomatic or suspected COVID-19 infection that do not meet any of the high-, medium- or low-risk conditions above, such as walking by the person or being briefly in the same room.

BCCI has determined that construction jobsites will be defined as Low to No Identifiable Risk.

*In general, geographic exposure categories do not apply to travelers who only transit through an airport.

**Close contact is defined as:

- a. Being within approximately 6 feet of a COVID-19 case for a prolonged period of time. Close contact can occur while caring for, living with, visiting, or sharing a healthcare waiting area or room with a confirmed COVID-19 case.

– or –

- b. Having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on).

APPENDIX D: BCCI COVID-19 JOBSITE PROTOCOL WORK PLAN

Project Information *(To be completed by Subcontractor)*

Project Name:		Project Location: (Bldg/Room/Bay/Chase#)	
Subcontractor Name:		Trade:	
Project Duration: (number of days projected)			
Foreman's Name:	Cell Phone:	E-Mail:	Phone No.:
Short Description of work being performed (i.e., Tool Demo/Install, MEP Rough-In, Paint Hallway) Decontamination and disinfection of construction sites as part of BCCI's COVID-19 Jobsite Protocols. EnviroNova will provide oversight and confirmation that the treated areas have been sufficiently decontaminated and no health hazard is present.			

Work Description – List **MAJOR** tasks regarding your Scope of Work (detail on back side)

Scope of Work

- Set up regulated work area with barricade and signage around work area.
- Use HEPA-assisted vacuum and wet methods to remove all gross debris.
- Spray all horizontal and vertical surfaces with disinfectant.
- EnviroNova to ensure that disinfectant remains wet on surfaces for at least 60 seconds.
- EnviroNova to use handheld ATP (adenosine triphosphate) Detection meter to ensure no bacteria remains on treated surfaces.
- OPTIONAL: After ATP Detection meter clears surfaces, EnviroNova to collect spore trap air samples on a SAME DAY RUSH turnaround time.

Site Incident Prevention Bullets – conduct a hazard assessment of the work area and list precautionary measures taken to prevent any interruption to the area or production (e.g., sprinkler heads, stored material, interrupting employee path of travel/work area, exits, open floor tiles, spill protection, etc.) ***Include Maps***

- Work will be done during the day.
- Work will be performed inside of regulated work area.

Please see Subcontractor's Job Hazard Analyses (JHA) (for high level detail) and Daily Pre-Task Plans (PTP) for detailed safety, health and environmental tasks, hazards and mitigation plans.

Products/Chemicals to be used – Attach all **Safety Data Sheets** that are pre-approved and will be used only for this project. (Products containing CA Prop 65 chemicals must be highlighted,)

Name of Product	Description of Application (brushed/sprayed/injected/etc.)	Quantity to be used (lbs/gal/liters/etc.)	Size of each container (lbs/gal/liters/etc.)	Rate of consumption (e.g., 2 gal/day, 2 lbs/wk, etc.)

Task Plan Checklist

	Yes	No	Note: Turn in all Training Documents & SDS to GC/PM prior to start of work.
1		X	Need any permits or signs? (i.e., EEW, Excavation, Confined Space, etc.)
2	X		Do all workers have appropriate training for the tasks they will perform (i.e., fall protection, LOTO, ladders, Line Break/Demo, etc.)? Provide appropriate training documents to GC for each worker.
3		X	Putting building on test or performing Fire/Life Safety/Install/Demo?
4		X	Performing Hot Work (welding, grinding)? Then Hot Work permit is needed.
5	X		Using chemicals or hazardous materials? If yes, it cannot contain CA Prop 65 Chemicals. The SDS must be submitted to BCCI for approval prior to arrival/usage.
6	X		Will work be conducted at elevated locations ≥ 6 feet? Check items you will be using: <input type="checkbox"/> Ladders ≥ 8 ft <input type="checkbox"/> Scaffold <input type="checkbox"/> Scissor Lift <input type="checkbox"/> JLG <input type="checkbox"/> Other_____

Task Hazard Analysis

1. List major tasks from your Work Plan Bullets (on front page)
2. Identify the Hazards/Risk associated with each task
3. Define the mitigation plan to eliminate and/or control the Hazard/Risk

Job Step/Task	Hazard/Risk	Mitigation Plan
Arrive onsite with materials.		
Barricade work area.	Other trades.	Signage, danger tape.
Use HEPA-assisted vacuum and wet methods to remove debris.	Dust, trip hazard.	PPE to include half-face respirator with P100 cartridges, protective coveralls, gloves, and safety glasses.
Spray all horizontal and vertical surfaces with disinfectant.	Breathing in chemicals, contact with skin.	PPE to include PAPR or other supplied-air respirator, protective coveralls, gloves, and safety glasses.
Confirm disinfectant remains wet on surfaces for at least 60 seconds.	Sufficient time.	Use stopwatch to record time.
Confirm surfaces are disinfected using ATP Detector Meter.		
OPTIONAL: Collect spore trap samples.		

WORK PROCEDURES

1. Work Procedure Decontamination Requirements

- Signs shall be posted in accordance with EPA and OSHA regulations for all regulated areas.
- No visitors, except for the government inspectors having jurisdiction, or BCCI employees or their consultants shall be permitted in the work area.
- Equipment in poor condition and/or not in proper working order will be rejected.
- Dirty equipment, material or supplies not free of all visible dust and debris will be rejected.
- Fire extinguishers shall be placed inside and outside containment (one for every 5,000 ft²).
- Surrounding objects such as diffusers, light fixture, ceiling grid, etc., should also be wet-wiped and HEPA-vacuumed.
- Use of negative air machines equipped with high-efficiency particulate air (HEPA) filters. A minimum of six (6) air changes per hour shall be maintained.
- Air movement shall be directed away from employees.
- All equipment, tools, disposal bags and other materials are to be removed from regulated area prior to visual inspection.
- Elevator will not be used for any other purpose during off-load of debris bags.
- All decontamination work shall be supervised by a Competent Person.
- All work shall be performed without disturbance to adjacent tenants.
- All work, where feasible, shall be performed using HEPA-vacuums and wet methods.
- Prior to commencement of work, the Abatement Contractor is to provide the Program Coordinator with a negative exposure assessment if one has been performed.
- If an alternative or modified method is used, proper written certification shall be submitted prior to commencement of work.

2. Filter Leak Testing

- All negative air machines shall have passed filter leak testing (D.O.P.) at the start of every new project. All HEPA vacuums shall have annually passed D.O.P. filter leak testing.
- The D.O.P. testing and certification shall be performed onsite at the project location. A third party, qualified professional shall perform all D.O.P. testing. The certifications shall be labeled on the machines and certificates posted on-site. All HEPA vacuums shall be D.O.P. re-certified every 30 days if a project lasts longer than 30 days. The certifications shall be included in the final report from the Environmental Consultant's report to the Property Manager.

3. Materials

- Only 6 mil, fire-retardant polysheeting or heavier, if specified shall be used.

- The entry and exit flaps to work area shall be constructed with Z-doors.
- Spraying of biocide that is listed on the attached EPA pre-approved list of cleaning products will be applied to all horizontal and vertical surfaces.
- While this specific strain of coronavirus (COVID-19) has not been tested against any disinfectants at the time of this statement, the EPA has published a list of biocide chemicals that have been shown effective against similar classes of virus, which include the Human Coronavirus, Adenovirus, and SARS-associated Coronavirus. Refer to Appendix D for a full list of EPA pre-approved cleaning products compiled by the American Chemistry Council's Center for Biocide Chemistries that can be used for the COVID-19 virus outbreak. Please note that at the time of this Pandemic Response Plan, there have been no trials of the effectiveness of these products specifically against the COVID-19 strain.
- Other materials may be specified as needed.

4. Engineering Controls / Work Practices

The project will involve the isolation, containment and wipe down of all hard surfaces using Foster's First Defense Disinfectant 40-80 Ready to Use (RTU) biocidal chemical or similar EPA approved biocide, per the below referenced engineering controls and work practices. This disinfectant is one of the agents approved by the EPA (Registration No. 6836-152-63836) for use as a disinfectant against the COVID-19 pathogen.

- Mobilize equipment and supplies. Conduct an orientation and pre-disinfectant safety meeting with the crew.
- Establish containments to isolate the work areas using 6 mil fire retardant poly sheet.
- Establish negative air machines within each regulated area. These units will be in "scrub" (interior circulation) mode, so as to continuously filter and circulate the air within the regulated area throughout the disinfecting operation.
- Foster's 40-80 (Ready to Use) biocide or similar EPA approved biocide will be aerosol sprayed into the contained work area via an airless sprayer at the beginning of the project so as to equally cover all horizontal and vertical surfaces. The air & biocide mix will be circulated throughout the contained work area for 15 minutes prior to the start of the manual cleaning.
- All hard horizontal and vertical surfaces will be manually wiped down using Foster's 40-80 (RTU) or similar EPA approved biocide in liquid form and clean industrial rags.
- Soft surfaces will be HEPA vacuumed.
- The used rags (and other cleaning materials) as well as the poly will be bagged in 6 mil poly bags, sealed and disposed of as non-hazardous waste.

5. Air and Surface Sampling with Visual Inspection

- EnviroNova will perform a visual inspection of the regulated area during the application of the disinfectant to confirm the disinfectant remains wet on all applied surfaces for longer than 60 seconds.

- Once cleaning and chemical application is completed, EnviroNova will utilize a handheld ATP Detection meter to perform confirmatory surface sampling.
- Once the handheld meter has been used to clear surfaces, EnviroNova will collect bio-aerosol samples on Air-O-Cell cassettes using a high-volume air-sampling pump with a calibrated flow rate of 15.0 liters per minute (lpm) on a SAME DAY RUSH turnaround time.
- The comparison spores-in-air samples will be collected in the following sampling event protocols: one (1) inside the decontaminated area per every 5,000 ft², and one (1) outside at the exterior of the building. One sample is required per five-thousand (5,000) square feet. Sampling strategy shall take into account the HVAC system layout, natural drafts, the configuration for the NPE and other factors affecting air flow.
- The spores-in-air samples were submitted under chain of custody procedures to Environmental Microbiology Laboratories P&K (EMLab) in South San Francisco, California for analysis.
- The spores-in-air samples will be collected and analyzed following spores-in-air sampling and analysis protocols.
- The analytical sensitivity is the spores/m³ divided by the raw count. The limit of detection is the analytical sensitivity multiplied by the sample volume divided by 1000.
- EnviroNova will utilize the MoldSTAT™: Supplementary Statistical Spore Trap Report from the certified analytical report to make determinations of spore counts and species and relative clearance levels.



APPENDIX E: BCCI APPROVED DISINFECTION CONTRACTORS

Company Name Service By Medallion
Street Address 411 Clyde Avenue
City/State/Zip Mountain View, CA, 94043

Point of Contact Andy Miller
E-Mail Address amiller@servicebymedallion.com
Phone No. (414) 727-0542

Company Name Nexsystems
Street Address 235 Frank W Circle
City/State/Zip Stockton, CA, 95206

Point of Contact Mike Nemea
E-Mail Address mnemea@nexsystems.com
Phone No. (209) 639-5000

Company Name Sterling Environmental
Street Address 10203 East Street
City/State/Zip Oakland, CA, 94603

Point of Contact Ron Lotman
E-Mail Address rlotman@sterlingenv.com
Phone No. (510) 773-5696

Company Name Ideal Restoration
Street Address 1499 Evans Street
City/State/Zip San Francisco, CA, 94124

Point of Contact Dan Richards
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