

BCCI COVID-19 Santa Clara County Job-Site Protocols

Updated 02 FEBRUARY 2021

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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 updated plan will be 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 (02.02.2021) All Changes are ***RED, 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, Chief Legal Officer.

Page 4 – Protecting BCCI Employees:

- ***Update the Referencing of the Santa Clara County Department of Public Health Order.***

Page 7 – Proactive Action Steps to Prevent Employees Infection:

- ***Item Number 1 – Update the requirements and process for check-in on BCCI Project.***
- ***Item Number 4 – Update Guidance Statement to reflect Local and Cal-OSHA Requirement.***

Page 10 – Daily Procedures and Disinfection:

- ***Bullet Number 2 – Insertion of Requirements for Personnel to Return to Work.***
- ***Bullet Number 3 – Clarification of Requirement for Doctor's Note.***
- ***Added Statement – Cal-OSHA Requirements for Outbreak of COVID-19 on Job-Site.***

Page 23 – Appendix F:

- ***Added Santa Clara County DPH Mandatory Directive Construction Projects.***

Page 24 – Appendix G:

- ***Added Santa Clara County DPH Isolation / Quarantine Guidelines.***

Page 27 – Appendix H:

- ***Added Santa Clara County SPH Required Signage.***

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 May 4, 2020 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.

The Santa Clara County Department of Public Health Order requires each job-site BCCI Superintendent be responsible for filling out the New Social Distancing Protocol located at www.COVID19Prepared.org and post the completed Protocol and all required signage at the entrance to the job-site. The Superintendent will also be responsible for training workers on any updates to the Social Distancing Protocol and follow the County Mandate for Construction Projects dated 16 December 2020.

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 number 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. Upper management will distribute all communication.

<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 shall 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 defined jobsite protocols are 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 they no longer have a cough, shortness of breath or difficulty breathing or two other COVID-19 symptoms (i.e., 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, and sore throat) 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 immediately 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 250 square feet per worker to maintain social distancing. BCCI will calculate the total square footage of construction space and then divide by 250 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 in 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, are trained in, and understand the directions for use. Do not start any task until you have been properly equipped and trained on procedures.
- **Develop a Remediation Plan.** Workers who are discovered violating any COVID-19 job-site protocol will first be issued a verbal warning and be asked to correct the action. Any second violation will result in immediate removal of the worker from the project, and their return to the site will not be allowed for the remainder of the project nor for any other BCCI Project.
- **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 workstations 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 detailed procedures are in Section 3.

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

1. ***Complete Daily Screening Questionnaire via the Provided QR Code. If the project has less than 10 personnel, then Appendix A – Daily Checklist Questionnaire will be completed by hand and turned into the Project Superintendent.***
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 full cloth gloves will be allowed. Rubber-coated gloves must be disinfected before use.
4. ***Follow OSHA & Local Guidance Report Workplace Exposures to COVID-19. Follow state and local health department reporting requirements. Notification of Local DPH when there are 3 or more in Positives Cases within a 14-day period. Any Serious Occupational Illnesses shall be reported to Cal-OSHA consistent with current regulations.***
5. **Competent person duties.** The competent person will ensure the procedures outlined in Section 4: Daily Procedures and Disinfection are 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, which have shown to be 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, prior to working with or 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, 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 for lunch in lunch or break areas and **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, always disinfect reusable supplies and **NO CARPOOLING**.
- Fully sanitize and disinfect tools / equipment before each use.
- Sanitize reusable PPE per manufacturer's recommendation before each use.
- Identify specific locations & practices for daily trash (i.e., paper, hand towels, food containers) and ensure all soiled or used PPE is properly disposed.
- Inside fleet vehicles using aerosol or spray sanitizers, disinfect interior or frequently touched surfaces.
- 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.
- ***At least 24-hours have passed since a fever of 100.4 or higher has resolved without the use of fever reducing medications, COVID-19 symptoms have improved, and at least 10-days have passed since COVID-19 symptoms first appeared, or licensed healthcare provider provides determination personnel are no longer a COVID-19 event.***
- ***It is NOT required to have a Negative Test or Doctors Note to Return to Work.***
 - 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.
 - All Subcontractors must immediately (within 1 hour, regardless of the time of day) alter the General Contractor (BCCI) as soon as they learn an employee has tested positive who is currently on the job-site, or who was at the job-site within 48 hours of the date they were tested or within 48 hours of becoming symptomatic. This reporting requirement is in addition to the sub-contractor's own reporting required under the Order and the procedures in the sub-contractor's Social Distancing Protocol.
 - The Site Supervisor shall contact the BCCI Safety Manager for guidance and refer to Appendix B.

When the Local Health Department has identified the facility or project site as an outbreak or there are three or COVID-19 cases in an exposed workplace within a 14-day period, BCCI will enact enhanced procedures. These policies will remain in effect until there are NO new COVID-19 cases detected in the same workplace or project site.

- ***The Company and/or Sub-Contractor will provide COVID-19 testing to all personnel who were present during the period of the outbreak.***
- ***The Company and/or Sub-Contractor will provide testing to all personnel who were in the exposed workplace and offer testing, which will be once and then one week later.***
- ***COVID-19 Testing of employees who remain at the workplace at least once per week or more frequently if recommended by Local Health Department, until there are NO more positive COVID-19 case at the workplace within a 14-day period.***



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
 - Shortness of breath or difficulty breathing
 - Nausea or Vomiting
 - Fever or Chills
 - Fatigue
 - Muscle or Body Aches
 - Congestion or Runny Nose
 - Sore throat
 - New loss of taste or smell
 - Diarrhea
 - 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 250 sq. ft. Total square footage will be calculated, and then divided by 250. (Example: 20,000 sf area divided by 250 are 80 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 20 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.
20 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 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.

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:

- 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 –

- 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 hand-held 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	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



MANDATORY DIRECTIVE:



Construction Projects

Issued July 7, 2020

sccgov.org/coronavirus

County of Santa Clara
Public Health Department

Health Officer
976 Lenzen Avenue, 2nd Floor
San José, CA 95126
408.792.5040



MANDATORY DIRECTIVE FOR CONSTRUCTION PROJECTS

Please confirm that your facility and/or construction project jobsite may open under the State Order. Where there is a difference between the local County Order and the State Order, the more restrictive order must be followed. The State also has specific guidance for certain facilities that must be followed in addition to this mandatory directive.

Information on the State's Order and State guidance is available at covid19.ca.gov.

Issued: July 7, 2020

Last Revised: December 16, 2020

On August 28, 2020, the State issued a Statewide Public Health Officer Order ("State Order," available [here](#)) and the Blueprint for a Safer Economy ("Blueprint," available [here](#)). The State Order and Blueprint establish statewide restrictions applicable to each "tier" to which counties are assigned.

Construction projects must follow the mandatory requirements in this Directive and any other applicable County Health Officer Directive, the County Health Officer's Revised Risk Reduction Order issued on October 5, 2020, the applicable restrictions under the State Order and Blueprint, the State's COVID-19 Industry Guidance documents, and any applicable health and safety regulations. When there is a difference between these rules, the most restrictive rule must be followed.

For additional rules that apply to construction projects, please see the following COVID-19 Industry Guidance from the State:

- **Construction:** <https://files.covid19.ca.gov/pdf/guidance-construction--en.pdf>

While the construction industry is critical to ensuring a safe and sufficient supply of residential and commercial space, construction work can also pose significant risks to public health due to the COVID-19 pandemic. Because construction projects typically involve many workers

actively working on a jobsite at the same time, often in close proximity to one another or sharing equipment, businesses and individuals performing and overseeing construction projects must take extra precautions to reduce the risk of COVID-19 transmission for workers, visitors, and others. **This Directive applies to all construction projects, but the restrictions vary by the size of the project, as specified below.**

“Construction project” means any work (including a public works project) carried out in connection with the construction, alteration, conversion, fitting-out, remodel, renovation, refurbishment, demolition, decommissioning, or dismantling of a building or other structure; the preparation of a physical site for any such activity; and education or training at which any such activity is taught through onsite practice or experience. “Construction project” does not include architectural, design, financial, or administrative work related to a construction project, unless that work occurs at the construction jobsite. “Construction project” also does not include basic repair or maintenance work, which means a repair or maintenance job that requires no more than 2 workers and no more than 2 days, and that is not architecturally, financially, or administratively associated with an active construction project.

This Directive explains how construction projects may operate. **This Directive is mandatory, and failure to follow it is a violation of the Health Officer’s Order issued on October 5, 2020 (“Order”).** Construction projects must comply with the Order and all requirements of this Directive.

The Order Issued October 5

The Order imposes several restrictions on all businesses and activities to ensure that the County stays as safe as possible, including but not limited to the following:

- **The Social Distancing Protocol:** All businesses and governmental entities that have not already done so must fill out and submit a Revised Social Distancing Protocol under the October 5, 2020 Health Officer Order. **Social Distancing Protocols submitted prior to October 11, 2020 are no longer valid.** The Revised Social Distancing Protocol must be filled out using an updated template, which is available [here](#). The Protocol is submitted under penalty of perjury, meaning that everything written on the form must be truthful and accurate to the best of the signer’s knowledge, and submitting false information is a crime. The Protocol must be distributed to all workers, and it must be accessible to all officials who are enforcing the Order.

For any business that only performs services for dispersed facilities or worksites that the business does not own or operate, the business must complete a Social Distancing Protocol for its operation as a whole. For any business that has a facility, but also provides services at dispersed facilities or worksites that the business does not own or operate, the business must complete a Social Distancing Protocol for its own facility and provide that Protocol to the owners or operators of any facility where it operates.

- Example: A construction company serves as a subcontractor on various jobsites throughout the County and also operates a base facility within the County, where it maintains its vehicles and equipment. The subcontractor must complete a Social Distancing Protocol for its base facility. It must also distribute the Protocol to the owners or operators of the jobsites to which it sends its workers. The subcontractor's workers must be given a copy of, be trained on, and comply with the measures in both the subcontractor's Social Distancing Protocol and the Social Distancing Protocol for any jobsite at which they are performing work.
- **Signage:** All businesses and governmental entities must print (1) an updated COVID-19 PREPARED Sign and (2) a Social Distancing Protocol Visitor Information Sheet, and both must be posted prominently at all facility entrances. These are available for printing after online submission of the Revised Social Distancing Protocol. The Revised Social Distancing Protocol specifies additional signage requirements.
 - Businesses do not need to post these documents if they do not have their own facility or worksite and *only* perform services for dispersed facilities or worksites that the business does not own or operate.
- **Face Coverings:** Everyone must wear face coverings at all times specified in the California Department of Public Health's mandatory [Guidance for the Use of Face Coverings](#) ("Face Covering Guidance") and in any specific directives issued by the County Health Officer. Further, even where not required under State or local guidance and orders, face coverings should be worn to the maximum extent possible (1) when indoors and not in one's own residence and (2) whenever outdoors and within six feet of anyone outside one's own household. **Face coverings must be worn even while working at a construction project** unless if it would create a risk to the person related to their work, in accordance with local, state, or federal workplace safety guidelines.
- **Capacity Limitation:** All businesses must comply with the capacity limitations established in the [Mandatory Directive on Capacity](#).

See the [Order](#) and the [FAQ page](#) for more details.

In addition to these general requirements applicable to all businesses under the Order, construction projects must comply with the following directives.

Construction Projects on Own Residence Exempted

This Directive does not apply to construction projects where a person is performing construction on their current residence alone or solely with members of their own household.

Rules for Single-Worker Construction Projects

This section lists the requirements for construction projects performed by only 1 worker, such as someone who is working alone on a kitchen remodel project. This section for single-worker projects does not apply to construction projects that involve multiple workers, even if only 1 worker is at the jobsite at any time; those projects must follow the Rules For All Construction Projects, which are listed in the next section.

- a. If the worker is working for a business, the worker must comply with the Social Distancing Protocol of that business.
- b. The worker must maintain at least six feet of physical distance from all other people at all times, including when entering and leaving the work area or building.
- c. The worker must use and properly wear face coverings. In addition, the worker must wear other personal protective equipment (PPE) appropriate for use in construction, including gloves, goggles, and/or face shields.
- d. To the extent possible, the worker must seal off the work area so that there is a barrier between the worker and any other people in the building. For example, a worker performing construction in the hallway of a residence must install a barrier (such as plastic sheeting) between the area where the worker is working and the rest of the hallway.
- e. The worker must frequently wash hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol.
- f. The worker must not work or come to the jobsite if the worker has a fever, cough, or any other COVID-19 symptoms.
- g. The worker must maintain records of the dates and times the worker was at the jobsite and must make those records immediately available upon request to any County official.
- h. If the worker tests positive for COVID-19, the worker must notify the County Public Health Department within 4 hours of learning of the positive result by following the instructions at www.sccsafeworkplace.org.

Rules for All Construction Projects (Except Single-Worker Construction Projects)

This section lists requirements for all construction projects (other than single-worker construction projects).

Note: Large Construction Projects must also follow additional requirements, which are described below in “Additional Rules for Large Construction Projects.”

1. Responsibilities of the General Contractor and Subcontractors

- a. The business with the responsibility to oversee a construction project, described in this Directive as the “General Contractor,” must complete and submit a [Revised Social Distancing Protocol](#) specific to the construction project jobsite. (The General Contractor may also need to submit Revised Social Distancing Protocols for its base facility or for other jobsites subject to this Directive.)
- b. The General Contractor is responsible for ensuring that all work and operations at the construction jobsite is performed in compliance with the Order, this Directive, and the jobsite-specific Revised Social Distancing Protocol.
- c. The General Contractor must train its workers to comply with the Order, this Directive, and the jobsite-specific Revised Social Distancing Protocol.
- d. Subcontractors do not need to submit their own jobsite-specific Revised Social Distancing Protocols for the same site, but the General Contractor must not allow any subcontractor onto the jobsite unless that subcontractor has given the General Contractor a signed certification that:
 - i. the subcontractor has reviewed the Order and this Directive and will comply with them;
 - ii. the subcontractor has reviewed the General Contractor’s jobsite-specific Revised Social Distancing Protocol and trained its workers on that Protocol; and
 - iii. the subcontractor has completed and submitted its own Revised Social Distancing Protocol covering its operations, and has provided a copy of that Protocol to the General Contractor.
- e. With respect to the certifications required by Subparagraph (d), the General Contractor must retain each such certification for one year and produce them to any County enforcement officer, County official, or local permitting agency upon request.

2. General Contractors and Subcontractors Must Report COVID-19 Positive Cases

- a. Whenever the General Contractor learns that a person who has tested positive for COVID-19 was at the jobsite within 48 hours of the date they were tested or within 48 hours of becoming symptomatic, the General Contractor must

immediately implement the jobsite-specific Revised Social Distancing Protocol's procedures for when a person tests positive for COVID-19. All positive cases must be reported by following the instructions at www.sccsafeworkplace.org.

- b. All subcontractors must immediately (within one hour, regardless of the time of day) alert the General Contractor as soon as they learn that an employee has tested positive who is currently at the jobsite, or who was at the jobsite within 48 hours of the date they were tested or within 48 hours of becoming symptomatic. This reporting requirement is in addition to the subcontractor's own reporting requirements under the Order and the procedures in the subcontractor's Revised Social Distancing Protocol.

3. *Cleaning After Positive Case Identified*

Upon learning of a confirmed positive case at the jobsite within the last 48 hours, any location where the infected worker was known to have been present must be immediately closed and sanitized in accordance with the instructions listed at www.sccsafeworkplace.org. Work in these locations must cease until sanitization is complete.

4. *General Contractor is Responsible for Ensuring the Jobsite is Operated Safely Following All Legal Requirements*

- a. The General Contractor must ensure that everyone at the jobsite—including its own workers, the subcontractors' workers, and visitors—complies with the Order, this Directive, the jobsite-specific Revised Social Distancing Protocol, and any other laws and regulations that apply to the work (for example, OSHA and Cal/OSHA requirements). If there is a conflict in what different laws require, the strictest standard applies.
- b. The General Contractor's responsibility for ensuring jobsite compliance under this Paragraph does not, however, relieve any subcontractors of their own responsibilities under the Order, their Revised Social Distancing Protocol, this Directive, and all other applicable laws and regulations.
- c. Any worker, or any subcontractor, may file a complaint that the General Contractor has not complied with the Order, this Directive, or the jobsite-specific Revised Social Distancing Protocol, or that the General Contractor has failed to require others to comply. Complaints may be filed at www.sccCOVIDconcerns.org.

5. *Designated COVID-19 Supervisor(s)*

- a. The General Contractor must designate a site-specific COVID-19 Supervisor or

Supervisors to enforce the jobsite-specific Revised Social Distancing Protocol and this Directive. The designated COVID-19 Supervisor(s) must be present at the jobsite at all times during construction activities. The COVID-19 Supervisor may be an on-site worker who is designated to serve in this role. The General Contractor must maintain records sufficient to identify who was designated the COVID-19 Supervisor(s) each day during the prior three months, and provide such records to any County enforcement officer, County official, or local permitting agency upon request. The General Contractor must prominently post a sign at all entrances to the jobsite clearly identifying the COVID-19 Supervisor(s) by name and providing their phone number and email address.

- b. The COVID-19 Supervisor(s) must review this Directive and the jobsite-specific Revised Social Distancing Protocol with all workers and other persons at the jobsite. The General Contractor is responsible for making sure this occurs.
- c. The COVID-19 Supervisor(s) must monitor and ensure implementation at the jobsite of all requirements in this Directive, the jobsite-specific Revised Social Distancing Protocol, and the Order.

6. *Seal Off Area of Construction Project from Other Parts of Occupied Sites*

Where construction work occurs within an occupied residential or commercial building, all of the following rules apply:

- a. Work areas must, to the extent feasible, be sealed off from the remainder of the building (and from the remainder of the unit, if work is performed within a residential unit) with physical barriers such as plastic sheeting or closed doors sealed with tape.
- b. If possible, workers must access the work area from entry/exit door(s) different from the entry/exit door(s) used by residents or occupants accessing the remainder of the building that is not under construction.
- c. Available windows and/or doors must be used to ventilate the work area during the workday and any other times work is performed.
- d. If residents or occupants have access to the work area between workdays, the work area must be cleaned and sanitized at the beginning and at the end of workdays.
- e. Every effort must be taken to minimize contact between workers and residents or occupants, including maintaining a minimum of at least six feet of physical distance at all times.

7. *Personal Protective Equipment (PPE)*

The General Contractor must obtain, provide at no cost to workers, and require that all workers use personal protective equipment (PPE) appropriate for use in construction, including gloves, goggles, face shields, and face coverings as appropriate for the activity being performed. Face coverings must be worn in compliance with the [State's Face Covering Guidance](#).

8. *Social Distancing and other Measures*

a. The General Contractor must:

- i. Ensure that workers are able to maintain at least six feet of physical distance at all times, except as strictly and temporarily necessary to safely carry out a specific job function. This may require staggering shifts, breaks, and trade-specific work as necessary to reduce density and allow for easy maintenance of at least six feet of physical distance. Staggered shifts and breaks must comply with applicable wage and hour laws.
- ii. Eliminate or resolve “choke points” and “high-risk areas” where workers are unable to maintain at least six feet of physical distance. The General Contractor must prohibit or limit use of these areas to ensure that six feet of physical distance can easily be maintained between individuals.
- iii. If possible, ensure workers eat their meals and take their breaks outdoors, and maintain physical distancing during meals and breaks.
- iv. Prohibit gatherings of any size on the jobsite (except for meetings required by this Directive), including gatherings for breaks or eating. Sharing of any food or beverage is strictly prohibited.
- v. Cal/OSHA requires employers to provide water. Water must be provided in single-serve containers.
- vi. Prohibit use of microwaves, water coolers, and other similar shared equipment.

b. Workers must:

- i. Unless strictly necessary to carry out a job function, maintain at least six feet of physical distance at all times from fellow workers and all site visitors, including delivery workers, design professionals and other project consultants, government agency representatives (including building and fire inspectors), and residents at residential construction sites.

- ii. Not carpool to and from the jobsite except with others living within the same household, or if necessary because they have no alternative means of transportation. If workers from different households must carpool, they must wear face coverings while riding together in the same vehicle, sit at the greatest distance possible, and maintain ventilation by keeping windows open as feasible.

9. *Notice for Workers and Visitors of Required Practices*

The General Contractor must prominently post a notice at all entrances to the jobsite visible to all workers and visitors instructing workers and visitors to do the following:

- a. Do not touch your face with unwashed hands or with gloves.
- b. If equipment is shared, it must be fully sanitized before and after each use.
- c. Wash your hands often with soap and water for at least 20 seconds each time, or use hand sanitizer with at least 60% alcohol.
- d. Clean and sanitize objects and surfaces you touch often, such as work stations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons, and doorknobs.
- e. Cover your mouth and nose with a tissue or cloth when you cough or sneeze, or cough or sneeze into your elbow/sleeve – never into your hands.
- f. Do not enter the jobsite if you have a fever, cough, or other COVID-19 symptoms. If you feel sick, or have been exposed to anyone who is sick, stay at home.
- g. Constantly make sure you are staying at least six feet away from co-workers at all times, unless it is absolutely necessary to get closer to safely complete a task for the construction project.
- h. Do not carpool to and from the jobsite with anyone except members of your own household, or if necessary because you have no alternative means of transportation. If you carpool with people from another household, you must wear a face covering while riding together in the same vehicle.
- i. Do not share phones or PPE.

Posters conforming to this requirement are available for download at <https://www.sccgov.org/sites/covid19/Pages/learn-what-to-do-flyers.aspx>.

The General Contractor must translate and post the Notice for Workers and Visitors of

Required Practices and ensure that all non-English-speaking workers are able to understand the Notice.

10. Cooperate with County's Case Investigation and Contact Tracing Efforts

The General Contractor must maintain a daily attendance log of all workers and visitors at the jobsite that includes contact information (including name, phone number, address, and email) and the date, time, and duration of each person's presence at the jobsite. If someone on the jobsite tests positive for COVID-19, the General Contractor is legally required to assist the [County Public Health Department](#) in any case investigation, contact tracing, and outbreak investigation efforts. The General Contractor must provide the daily attendance log to any County enforcement officer, County official, or local permitting agency immediately upon request. The General Contractor must maintain daily attendance logs for no less than 21 days.

11. Monitor and Inform Supervisors and Subcontractors of Revised Requirements

The General Contractor must regularly check for revisions to the Order, this Directive, relevant industry-specific guidance published by the California Department of Public Health, and other relevant rules or guidance. The General Contractor must inform all jobsite supervisors (including the designated COVID-19 Supervisor(s), all field supervisors, forepersons, and safety directors) and all subcontractors of any revisions or additions to the requirements for construction projects.

Additional Rules for Large Construction Projects

This section describes additional requirements that apply only to Large Construction Projects.

12. What is a Large Construction Project?

A "Large Construction Project" is a construction project that meets any of the following specifications:

- a. For residential projects, any single-family, multi-family, senior, student, or other residential construction project consisting of 10 or more units;
- b. For commercial projects, any construction project consisting of 20,000 or more square feet of floor area;
- c. For mixed-use construction projects, any construction project that meets either of the specifications above in Subparagraphs (a) and (b); or
- d. Any infrastructure project that requires 20 or more workers at the jobsite at any one time.

13. *COVID-19 Supervisor's Additional Compliance, Monitoring, and Remediation Responsibilities*

- a. The COVID-19 Supervisor must:
 - i. Conduct daily briefings in person (with proper physical distancing) or by teleconference that must cover the following topics:
 - 1. New jobsite rules and pre-jobsite travel restrictions for the prevention of COVID-19 community spread.
 - 2. Review of sanitizing and hygiene procedures.
 - 3. Worker feedback on improving safety and sanitizing.
 - 4. Coordination of construction site daily cleaning/sanitation requirements.
 - 5. Any newly available information regarding COVID-19.
 - 6. Emergency protocols in the event of an exposure or suspected exposure to COVID-19.
 - ii. Each day, verify and record verification that each jobsite is compliant with this Directive. The General Contractor must collect each written verification, store them for at least one year, and make them immediately available upon request to any County enforcement officer, County official, or local permitting agency.
 - iii. Ensure the correction of any violations of this Directive:
 - 1. If any non-compliance is identified, implement measures to correct or cease such non-compliance;
 - 2. Stop any construction activity until the jobsite is back in compliance; and
 - 3. Report repeated non-compliance with this Directive to the appropriate jobsite supervisors and the permitting agency for the local government where the project is located.
- b. The General Contractor is responsible for making sure the COVID-19 Supervisor takes all of these steps.

14. *Jobsite Safety Accountability Supervisor (JSAS)*

The General Contractor must assign a COVID-19 Third-Party Jobsite Safety Accountability Supervisor (JSAS) for the jobsite. The JSAS may not be an employee of the General Contractor. The JSAS must at a minimum hold an OSHA-30 certificate and first-aid training, or equivalent credentials, from within the past two years.

- a. The JSAS must be trained in the requirements in this Directive and the jobsite-specific Revised Social Distancing Protocol and must verify compliance with those requirements, including by visual inspection and random interviews with workers. The JSAS must inspect the jobsite as often as needed to ensure consistent compliance, but not less than once per week. The JSAS must inspect the jobsite during normal construction hours.
- b. The General Contractor must prominently post a sign at all entrances to the jobsite visible to all workers and visitors that clearly identifies the JSAS for the jobsite by name and providing their phone number and email address.
- c. Within seven calendar days of each jobsite visit, the JSAS must (i) complete a written assessment regarding compliance with this Directive, regardless of whether the JSAS identified a failure to comply, (ii) submit the written assessment to the County at www.sccCOVIDconcerns.org, and (iii) provide a copy of the written assessment to the General Contractor. The General Contractor must retain copies of all written assessments for one year and produce copies such assessments to any County enforcement officer, County official, or local permitting agency upon request.
- d. If the JSAS discovers that a jobsite is not in compliance with this Directive and the jobsite-specific Revised Social Distancing Protocol, the JSAS must work with the designated COVID-19 Supervisor to develop and implement a remediation plan.
- e. The JSAS must coordinate with the designated COVID-19 Supervisor to prohibit continuation of any work activity not in compliance with this Directive or the jobsite-specific Revised Social Distancing Protocol. The JSAS must make sure that the work activity does not resume until the noncompliance is fixed and the continuing work is compliant with this Directive. The JSAS's remediation plan must describe in detail the extent to which the JSAS and/or COVID-19 Supervisor obtained compliance with an instruction to cease or correct non-compliant work activity.
- f. No more than 48 hours after the JSAS discovers a failure to comply, the JSAS must submit the remediation plan to (i) the County at www.sccCOVIDconcerns.org; and (ii) the local permitting agency. The General

Contractor must retain copies of all remediation plans for one year and produce them to any County enforcement officer, County official, or local permitting agency upon request.

Stay Informed

For answers to frequently asked questions about this industry and other topics, please see the [FAQ page](#). **Please note that this Directive may be updated.** For up-to-date information on the Health Officer Order, visit the County Public Health Department's website at www.sccgov.org/coronavirus.

Home Isolation & Quarantine Guidelines

Isolation and Quarantine Steps for People Before and After COVID-19 Diagnostic Test Results

There are a number of reasons why you may need to be tested for COVID-19: (1) because you have symptoms of possible infection, (2) because you were in close contact with someone who was infectious with COVID-19, or (3) because you are in a job that recommends or requires testing. The directions below will help you to determine what you should do while you are waiting for your diagnostic test results, and what to do after your test results are available.

What to do while you're waiting for test results:

(1) If you have any COVID-19 symptoms*, follow the Isolation Steps while you are waiting for results.

**COVID-19 symptoms include:*

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Sore throat
- Muscle or body aches
- Fatigue
- Nausea, vomiting, or diarrhea
- Headache
- Loss of taste or smell

(2) If you have no symptoms but were in CLOSE CONTACT with a person who was infectious with COVID-19, follow the Quarantine Steps while you are waiting for your test results.

(3) If you do not have COVID-19 symptoms and are not a close contact, you just need to wait for your test results. You do not need to follow Isolation or Quarantine Steps.

CLOSE CONTACT of a COVID-19 positive person = someone who was within 6 feet of the infected person for at least 15 minutes at any time beginning 2 days before the infected person had symptoms or tested positive. Close contacts include people who had 15 minutes of continuous contact with the infected person, as well as people who had repeated short-duration interactions with the infected person. Being considered a close contact does not depend on whether the contact or the infected person was wearing a face covering during their interaction.

What to do after you get your test results:

If you test COVID-19 positive, follow the Isolation Steps.

If you test negative AND:

1. You were a close contact of a COVID-19 positive person
⇒ continue to **follow the Quarantine Steps**.
2. You have COVID-19 symptoms* but are not a Close Contact ⇒ **follow Isolation Steps** until 24 hours after resolution of fever and improvement of other symptoms (unless otherwise directed by the Public Health Department or a physician to stay home for longer)
3. You were not a close contact and have no COVID-19 symptoms ⇒ you can resume your regular activities.

Restrictions & Information that Apply to BOTH Home Isolation & Home Quarantine:

Separate yourself from others:

- Stay at home except to seek medical care.
- Do not use public transportation.
- Separate yourself from others in your home.
- Do not prepare or serve food to others.
- Limit contact with pets.
- Do not allow visitors.
- Do not go to work, school, or public areas.

If you cannot meet the requirements for Isolation or Quarantine, you can call the COVID-19 Support Team at 408-885-3980 to request assistance with housing, food, or other needs.

Prevent the spread:

- Wear a mask and cover your coughs and sneezes.
- Clean and disinfect all "high-touch" surfaces every day.
- Wash your hands often.
- Do not share household items.

Practice homecare:

- Rest and drink plenty of fluids.
- Seek medical care if you develop symptoms or your symptoms get worse.
- Seek medical care if you experience: difficulty breathing, inability to keep fluids down, dehydration, or confusion.
- Call ahead before seeking medical care, notify the provider you are under isolation, and wear a mask at all times.

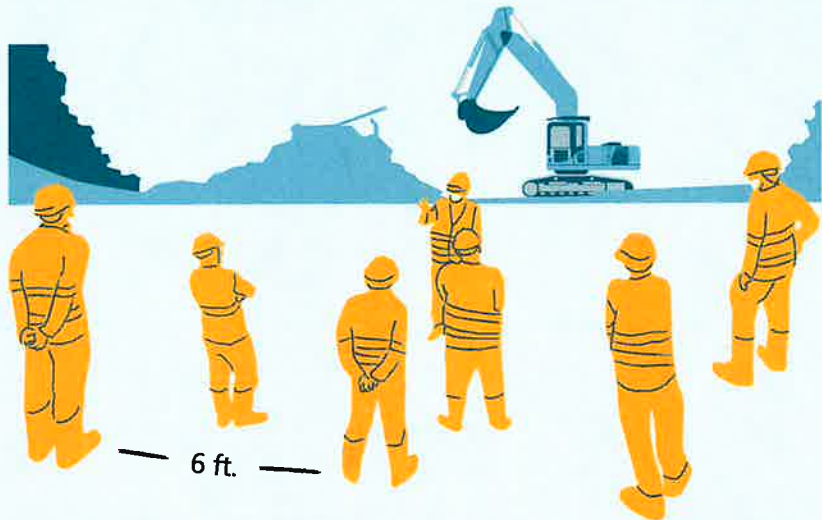
Home Isolation Steps	Home Quarantine Steps
<p>If you have been diagnosed with COVID-19 or you are awaiting COVID-19 test results, you must follow the Home Isolation Steps to prevent the spread of disease.</p> <p><u>Stay home until you have recovered and are not infectious</u></p> <ul style="list-style-type: none"> Most people with COVID-19 have mild illness and can recover at home. Monitor your symptoms closely and seek medical care if symptoms worsen, especially if you are at a higher risk of serious illness¹. If you have symptoms, you can be with others after: <ul style="list-style-type: none"> At least 10 days since symptoms first appeared, AND 24 hours with no fever (without use of fever-reducing medication) AND Improvement in symptoms If you have no symptoms, you can be with others after: <ul style="list-style-type: none"> 10 days have passed since your first positive test was collected <p>Note: If you are severely immunocompromised or ill, your doctor may recommend a longer isolation period.</p> <p><u>Close Contacts</u></p> <ul style="list-style-type: none"> If you have a test confirmation or doctor's diagnosis of COVID-19, then everyone who you had close contact with from 48 hours before your symptoms began until you self-isolated should follow the Home Quarantine Steps. Please share this document with them. To request help in notifying your Close Contacts without revealing your identity to them, please call 408-970-2870. <p><u>What if you cannot separate yourself from others?</u></p> <ul style="list-style-type: none"> Anyone who continues to be in close contact with you will need to extend their quarantine until 10 days from the day you finish isolating. 	<p>If you live in a household with or had close contact with someone diagnosed with COVID-19, you must follow these Home Quarantine Steps. It can take up to 14 days to become infected with COVID-19. You must stay home and monitor your own health during this time to prevent passing infection to anyone else.</p> <p><u>Stay home to see if you develop symptoms</u></p> <ul style="list-style-type: none"> You must stay home, even if you test negative, and continue to quarantine for the full 10 day period. If you do not have symptoms, you may end quarantine after Day 10 but should continue monitoring symptoms for a full 14 days. If you are unable to avoid close contact with the person with COVID-19, you must stay in quarantine for 10 full days after the case's isolation period. This could mean quarantine for 20 days. If you do not have symptoms, get tested 6 or more days after last exposure to a case. If you are tested before that, get tested again 6 or more days after last exposure to a case. <p><u>What if you develop symptoms?</u></p> <ul style="list-style-type: none"> If you develop any COVID-19 symptoms, and they are new symptoms that you do not usually have in daily life, then you may have COVID-19, and you must follow the Home Isolation Steps (to the left). Get tested immediately. <ul style="list-style-type: none"> If positive, continue to follow Home Isolation Steps If negative and the test was earlier than 6 days after last exposure to case, get tested again towards the end of your quarantine period. If negative and the test was done 6 or more days from the last exposure to the case, no additional testing is needed, but you must remain in quarantine for a full 10 days. <p><u>Which groups should seek additional information on the period of their quarantine?</u></p> <ul style="list-style-type: none"> Certain workers² should consult with their employer, who may contact the Public Health Department for additional guidance.
<p>¹If you are 60 years or older or have a condition such as heart, lung, or kidney disease, diabetes, high blood pressure, or a weakened immune system, you are at higher risk of getting more seriously ill.</p>	
<p>²Workers with special quarantine considerations: Consult your employer if you are considered a first responder or healthcare worker <u>and</u> compliance with the Public Health Department's isolation and quarantine guidance would compromise the continuity of service of your operation or department. See COVID-19 Quarantine Guidance for Healthcare Workers During Critical Staffing Shortages.</p>	

Minimize the Risk of COVID-19

Maintain minimum of 6 feet separation from other at all times.

Provide daily briefing session reviewing site protocols to prevent spread of the virus.

Establish a daily screening protocol before the start of each shift to help ensure that potentially infected staff do not enter the construction site.



Choose a Site Safety Rep to monitor and implement recommended COVID-19 safety practices.



Wear face coverings and personal protective equipment (PPE) appropriate for the task.



Stay home if sick, or exposed to COVID-19.



Wash hands often for at least 20 seconds with soap and water or use hand sanitizer.



Provide single use water containers. Prohibit the use of shared microwaves and water coolers.



Establish a cleaning protocol within the job site area.



Workers should change work clothes and shoes prior to arriving at home.

All construction projects must fully comply with Appendix B-1 (small projects) or B-2 (large projects) of the Health Officer's May 4 Order.

For more information, visit:
www.sccgov.org/coronavirus

Santa Clara County
PUBLIC HEALTH

TO PREVENT THE SPREAD OF COVID-19



Do not touch your face with unwashed hands or with gloves.



If equipment is shared, it must be fully sanitized before and after each use.



Wash your hands often with soap and water for at least 20 seconds each time, or use hand sanitizer with at least 60% alcohol.



Clean and disinfect objects and surfaces you touch often, such as work stations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons, and doorknobs.



Cover your mouth and nose with a tissue or cloth when you cough or sneeze, or cough or sneeze into your elbow/sleeve – never into your hands.



Do not enter the jobsite if you have a fever, cough, or other COVID-19 symptoms. If you feel sick, or have been exposed to anyone who is sick, stay at home.



Maintain at least 6 feet distance from co-workers at all times, unless absolutely necessary to complete a task for the construction project.



Do not share phones or PPE.

For more information on COVID-19, visit:
sccgov.org/coronavirus

TO PREVENT THE SPREAD OF COVID-19

Do not enter the facility if you have COVID-19 symptoms.



Fever



Cough



Diarrhea



Headache



Muscle aches

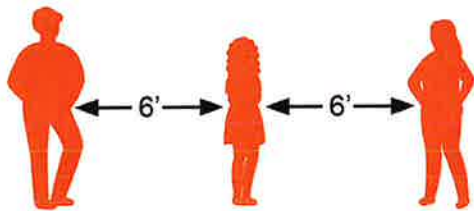


Shortness of breath



**Unexplained loss of
taste or smell**

Maintain a minimum six-foot distance from others, including when in line.



Sneeze and cough into a cloth or tissue or, if not available, into your elbow.



Face coverings required to enter (except for very young children and people exempt based on medical condition or disability).



Do not shake hands or engage in any unnecessary physical contact.



Posting this sign does not replace the County requirement to implement your full social distancing protocol.
Adapted with permission from King County Design and Civic Engagement.

Limit ^{the} Spread of Germs

that could make you & others sick.



WASH YOUR HANDS:

- After you cough, sneeze or use the bathroom.
- Before you touch your eyes, nose & mouth.
- After you touch dirty tissues or dirty surfaces.
- Before you prepare food and before you eat.

Wash your hands **with soap & warm water** -OR- clean your hands **with alcohol-based hand cleaner**.

Santa Clara County
PUBLIC
HEALTH

LIMIT THE SPREAD OF GERMS

that could make you & others sick.



Cover your coughs and sneezes...

with tissue -OR- cough or
sneeze into your sleeve, not your
hands. Always put used tissue
in the trash and then, wash
your hands with soap & warm
water -OR- clean your hands with
alcohol-based hand cleaner.

Santa Clara County
PUBLIC
HEALTH



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