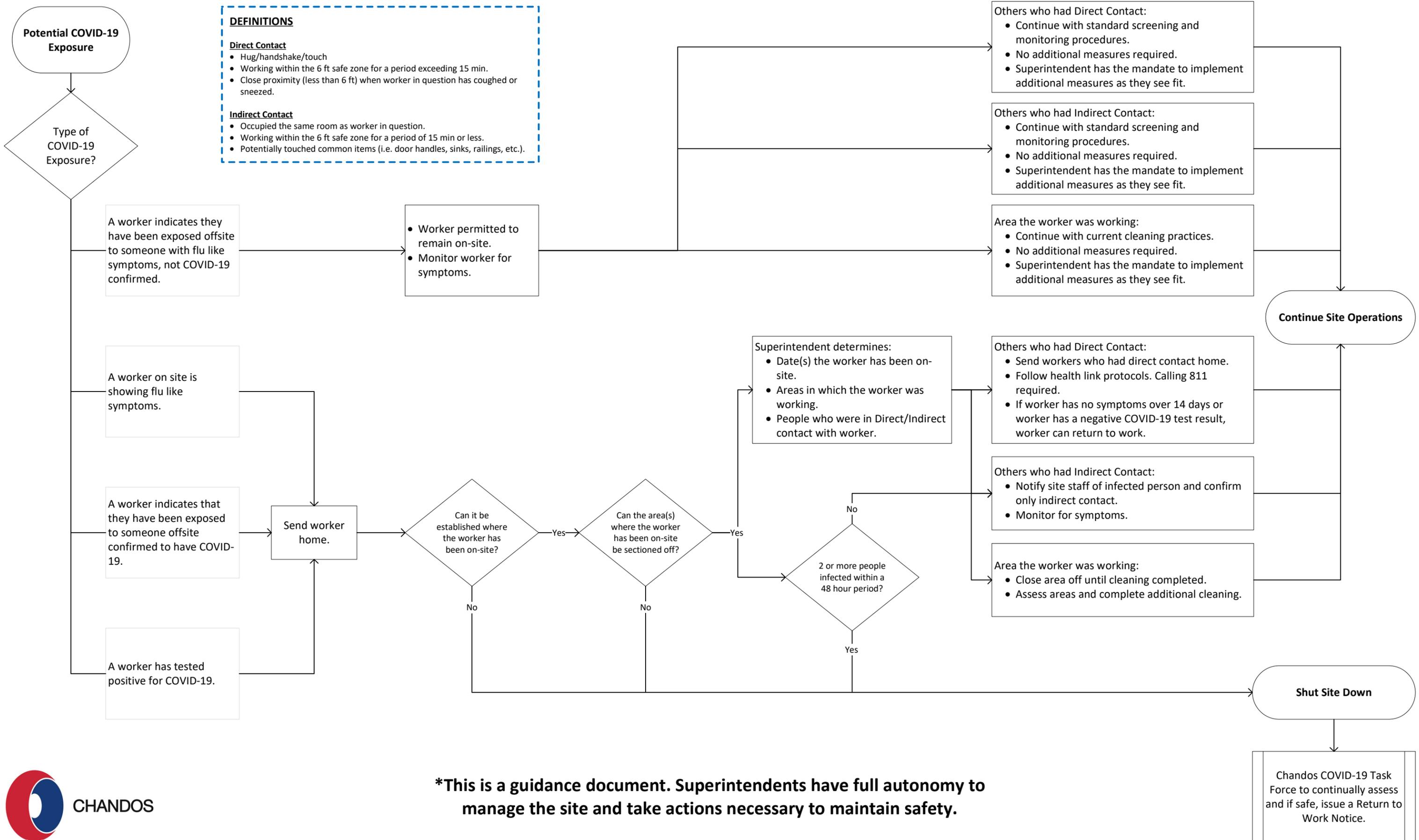


# COVID-19 Scenario Site Safety Response Process Flowchart

Last Updated March 21, 2020, 15:09



**\*This is a guidance document. Superintendents have full autonomy to manage the site and take actions necessary to maintain safety.**



**COVID-19 ACKNOWLEDGMENT FORM**

Our subcontract states that as a subcontractor working on a Chandos site you are responsible for following Chandos’ safety protocol.

In response to COVID-19, we have increased our safety measures, as noted on the Chandos website, specifically the page [www.chandos.com/blog/covid19-site-protocol/](http://www.chandos.com/blog/covid19-site-protocol/).

Please review the COVID-19 site safety protocol and sign the below acknowledgment.

*I acknowledge that I have read and understand the Chandos COVID-19 Site Protocol. I am aware that the protocol may change from time to time and that it is my responsibility to attend, or send a member of my team, to the daily site meetings so that I am kept informed of all changes to the safety protocol. I am also aware that I can visit Chandos’ web page, noted above, to see the most updated requirements.*

Signed \_\_\_\_\_  
Company \_\_\_\_\_

Name \_\_\_\_\_  
Dated \_\_\_\_\_



## **A MESSAGE TO OUR PARTNERS**

As the COVID-19 situation evolves by the day, and all news centres on its impact here at home and across the globe, we know things can feel overwhelming. You're not alone – we're all going through this together. And now, more than ever, we must unite as one to move forward safely.

Our industry already operates with a high-level of safety and discipline, and the additional measures we've put into place are all designed to keep everyone working on our sites as safe as possible. Construction companies are in the unique position to operate in large, private spaces where significant controls can be implemented to minimize risk.

The measures and controls we've implemented and the close monitoring of each of our job sites, allow us to keep our sites operating safely and people working, as long as the government permits us to do so. Here is an update on our response to the situation.

## **MAINTAINING SAFE BUSINESS OPERATIONS**

On March 12, 2020 we implemented our first round of precautionary measures and formed a 15-member task force headed up by Nic Darling, Vice President and Ontario District Manager. Since that time, the task force has met almost daily to continuously improve our response and support our sites by implementing new safety measures.

**We've established three core principles to guide our decisions:**

1. We will follow the mandates of Canadian health officials.
2. We will prioritize the safety of employees, trade partners, and clients above all else.
3. We will mitigate losses to productivity whenever possible.

We know most of you have already seen our task force in action, with new requirements and safety measures being asked of you, sometimes daily. We acknowledge that the pace of change is high but want to assure you our steps and decisions are in line with the principles outlined above. If a provincial government rolls out a new requirement, so must we; if our task force determines that a protocol change will improve the safety of our workers on site, we're going to implement it.

Here's a summary of some of the key measures of our COVID-19 site safety protocol, as of March 26. For a full list of the mandatory requirements, [visit our COVID-19 site protocol web page](#).

### **Personnel**

Chandos and all subcontractors on site will be responsible for monitoring the health and potential COVID-19 exposure of their workers each day. To assist, Chandos has developed a scenario work flow which is applied on all our construction sites, and we're

also enforcing physical distance and self-isolation requirements. **This is incredibly important for you to do as well.** Some jurisdictions are now enforcing legal consequences for individuals and organizations that do not follow the self-isolation and physical distancing requirements.

### **Access**

New access controls are now in place. Workers will be allowed on site only as needed. This means a new worker may have to wait until the Chandos Superintendent approves access. Additional measures include mandatory arrival check-in of workers with their direct supervisor and changes to how deliveries are managed on site.

### **Personal Protective Equipment**

Enhanced PPE requirements include wearing an n95 mask and disposable nitrile gloves in any work environment that doesn't allow a worker to keep six feet between themselves and other people.

### **Equipment and Trailer Cleaning**

Subcontractors must keep their trailers cleaned and disinfected regularly and log their cleaning inspections on a provided log sheet. Additionally, subcontractors must keep cleaning supplies in each of their pieces of equipment to ensure controls and rails are cleaned before and after each use.

### **Meetings**

All meetings will be limited to only 10 people as long as there is six feet between each person and the meetings must take place outside or in large, well-ventilated areas.

The full list of requirements can be found on our [COVID-19 site protocol web page](#). We're asking that each of you take the time to review the document and then sign and submit the attached acknowledgment form to the Chandos Project Manager for your work site(s) by Tuesday, March 31, 2020.

## **WE'RE IN THIS TOGETHER**

We are all in this uncharted territory together and only by collaborating and communicating can we keep moving forward safely. At Chandos, we're doing everything we can to keep our people, our trade partners, and our communities as safe as possible by following the direction of the Canadian government and health authorities.

The safety of workers on all of our sites is of the utmost importance to us. If you have a concern, need support in following or implementing our requirements, or want to suggest a new idea please speak with your Chandos Project Manager or email us at [taskforce@chandos.com](mailto:taskforce@chandos.com).

Thank you for your help, understanding, and collaboration as we go through this together. As things change, we'll be in touch.

Sean Penn

Chief Operating Officer  
Chandos Construction

## COVID-19 Chandos Mask Policy

Last updated May 22<sup>nd</sup>, 2020

Implementation period: June 1<sup>st</sup>, 2020 – August 31<sup>st</sup>, 2020 unless otherwise noted

### POLICY

- Masks are mandatory PPE on Chandos sites and in Chandos offices and all workers must comply with the following:
  - If maintained physical (social) distancing can be achieved (minimum of 2m between yourself and other people), the worker must wear a disposable mask
    - Homemade masks may also be used if the worker can ensure cleanliness of the mask and cleaning instructions provided by the Public Health Agency of Canada are followed (referenced below)
  - If maintained physical (social) distancing is not possible, due to space constraints (i.e. in a staircase, hallway, or electrical room), the worker must wear a N95 mask
- All other companies on Chandos sites are to review their company's policy with the Chandos site supervisor. Companies will be required to adhere to the Chandos mask policy if the company's policy is less stringent than the Chandos mask policy
- Variances to this policy may be granted on a case by case basis A worker may request site specific PPE variances, which will be reviewed and approved by the site supervisor or District Manager

### PURPOSE

- For your safety and the safety of everyone around you
- Masks may prevent pre-symptomatic and asymptomatic individuals from infecting others

### SAFE WORK PRACTICES

- Follow manufacturer's instructions for mask usage (usage is generally 1 disposable mask per person per day, but may vary depending on work assignments)
- Putting on mask
  - Wash/sanitize hands before and after putting on mask
  - When you put on the mask, make sure it covers your nose and mouth and fits comfortably and securely around your face (no large gaps)
- Removing mask
  - Wash/sanitize hands before and after removing mask
  - Avoid touching face and mask while removing. Remove mask from behind using the ear straps
  - If storing for re-use, the responsibility is on the individual to store it in a clean, dry place
  - If disposing, dispose immediately into a garbage bin (preferably one with a lid)
- Avoid touching mask, adjusting mask, touching face, and touching/rubbing eyes
- Be aware, masks can become contaminated on the outside
- Replace mask if mask is damp or becomes dirty
- Do not share masks with others
- Masks do not replace other safety protocols (i.e. physical distancing, coughing and sneezing into elbow)

### REFERENCES

<https://www.canada.ca/en/public-health/news/2020/04/ccmoh-communication-use-of-non-medical-masks-or-facial-coverings-by-the-public.html>

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/sew-no-sew-instructions-non-medical-masks-face-coverings.html>

<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/prevention-risks/how-put-remove-clean-non-medical-masks-face-coverings.html>