

Old School Builders

COVID-19 Preparedness & Response Plan

For Lower Exposure Risk

✓General

The following COVID-19 preparedness & response plan has been established for Old School Builders_ in accordance with MIOSHA Emergency Rules for Coronavirus disease 2019 (COVID-19). The purpose of this plan is to minimize or eliminate employee exposure to SARS-CoV-2.

The Emergency Rules have general safeguards applicable for all workplaces and has developed the safeguards appropriate to Old School Builders based on its type of business or operation, and has incorporated those safeguards into this COVID-19 preparedness and response plan.

Each individual employee, subcontractor or guest will be responsible for the implementing, monitoring, and reporting on the COVID-19 control strategies developed in this plan. .

The plan will be made readily available to our employees, subcontractors, guest and their representatives. The plan will be available at oldschoolbuildersinc.com .

✓Exposure Determination

Old School Builders has evaluated routine and reasonably anticipated tasks and procedures for all employees to determine whether there is actual or reasonably anticipated employee exposure to SARS-CoV-2.

It has been determined that its employees' jobs fall into the lower exposure risk categories as defined by the OSHA Guidance on Preparing Workplaces for COVID-19:

- **Lower Exposure Risk Jobs.** These jobs do not require contact with known or suspected cases of COVID-19 nor frequent close contact (for example, within six feet) with the general public. Workers in this category have minimal occupational contact with the public and other coworkers. Examples are small offices, small manufacturing plants (less than 10 employees), small construction operations (less than 10 employees), and low-volume retail establishments, provided employees have infrequent close contact with coworkers and the public.

Old School Builders verifies that it has no high-risk exposure jobs. High exposure risk jobs have high potential for exposure to known and suspected cases of COVID-19. Examples are most jobs in healthcare, medical transport, nursing homes and residential care facilities, mortuaries, law enforcement, and correctional facilities.

Administrative Controls

Administrative controls are workplace policies, procedures, and practices that minimize or eliminate employee exposure to the hazard.

The following administrative controls have been established for (Old School Builders):

All employees, subcontractors and guest	Maintain at least six feet from everyone on the work site whenever possible.
	Minimize the sharing of tools, equipment, and items.
	Require employees to wear cloth face coverings when they cannot consistently maintain six feet of separation from other individuals in the workplace.
	Encourage proper cough and sneeze etiquette by employees, including covering coughs and sneezes and coughing and sneezing in one's elbows rather than hands.

Hand Hygiene

Each employee, subcontractor or guest will be responsible for regular hand washing. Frequency of such hand washing will be determined in part by factors such as when

and how often the employees' hands are potentially exposed to SARS-CoV-2. When hand washing facilities are not available, Old School Builders shall provide employees with antiseptic hand sanitizers.

Old School Builders shall promote frequent and thorough hand washing by providing workers, subcontractors, and work site guest with a place to wash their hands. If soap and running water are not immediately available, provide antiseptic hand sanitizers.

☑ **Disinfection of Environmental Surfaces**

Old School Builders will encourage facility cleaning and disinfection to limit exposure to COVID-19, especially on high-touch surfaces (for example, door handles), paying special attention to shared equipment (for example tools, machinery). Disinfectant wipes will be available to employees upon entry and at the work site.

When choosing cleaning chemicals, Old School Builders will consult information on Environmental Protection Agency (EPA)-approved disinfectant labels with claims against emerging viral pathogens. Products with EPA-approved emerging viral pathogens claims are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses. The manufacturer's instructions for use of all cleaning and disinfection products will be strictly adhered to.

The following is a list of environmental surfaces, methods used to disinfect, and the frequency of such disinfection:

Surface	Method/Disinfectant Used	Schedule/Frequency
door knobs,	disinfectant wipes	as needed
shared tools and equipment		

Personal Protective Equipment (PPE)

All employees, subcontractors and guest will provide their own non-medical grade face coverings (cloth face coverings). (cloth face coverings are technically not considered PPE). It will be required to wear face coverings when they cannot consistently maintain six feet of separation from other individuals in the workplace.

The following type(s) of PPE have been selected for use:

Job/Task	PPE
All	cloth face coverings

Health Surveillance

.Each individual employee, subcontractor or guest will conduct a daily entry self-screening protocol before entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19.

As workers enter the place of employment at the start of each work shift, Old School Builders will have employees self-screen for COVID-19 and will have employees complete a questionnaire covering the signs and symptoms of COVID-19 and their exposure to people with suspected or confirmed COVID-19. Old School Builders will similarly screen contractors, suppliers, and any other individuals entering the work site.

Employees have been directed to promptly report any signs and symptoms of COVID-19 to Roy Howard, owner before and during the work shift. Old School Builders has provided employees with instructions for how to make such a report to the employer.

The specific instructions for employee reporting signs and symptoms of COVID-19 are as follows:

Old School Builderd will physically isolate any employees with known or suspected COVID-19 from the remainder of the workforce, using measures such as, but are not limited to:

- Not allowing known or suspected cases to report to or remain at their work location.
- Sending known or suspected cases home to self-isolate during their illness.

Old School Builders will not discharge, discipline, or otherwise retaliate against employees who stay at home or who leave work when they are at particular risk of infecting others with COVID-19.

When an employee is identified with a confirmed case of COVID-19, they will notify any co-workers, contractors, or suppliers who may have come into contact with the person

who is the confirmed case of COVID-19, within 24 hours. When notifying coworkers, contractors, and suppliers, Old School Builders will not reveal the name or identity of the confirmed case.

Old School Builders will allow employees with a confirmed or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest guidelines from the CDC.

✔ Training

Old School Builders will provide an informational packet with SARS-CoV-2 training and ensure compliance with all training requirements.

The training packet will include, at a minimum:

- Workplace infection-control practices.
- The proper use of personal protective equipment.
- Steps the employee must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.

A record of the training will be kept on file. Records will include the name of the employee(s) trained and the date of the training.

✔ Recordkeeping

Old School Builders will maintain records of the following requirements:

- Training. The employer shall maintain a record of all COVID-19 employee training.
- Screening protocols. The employer shall maintain a record of screening for each employee, subcontractor or guest entering the workplace.
- When an employee is identified with a confirmed case of COVID-19, it will be recorded when co-workers, contractors, suppliers or guest who may have come into contact with the person who was the confirmed case of COVID-19.

Old School Builders will ensure that the records are kept.

