



## **Wadsworth Electric COVID-19 CORONAVIRUS RESPONSE POLICY**

Wadsworth Electric strives to provide a healthy and safe work environment, whether it be our own employees or customers and sub-contractors we have at our worksites. We will take all OSHA, CDC & Oregon State Health Department recommended precautions against COVID-19 coronavirus exposure and require our employees and sub-contractors to be evaluated for signs and symptoms every day. We request that our customers provide us their COVID-19 coronavirus response policy for proper notification of job site prevention requirements and infection notifications.

### Verification Prior To Site Visit

Prior to employees of Wadsworth Electric arriving on a job site, the following are required.

- Customer response policy for COVID-19 — this should include awareness, practices, and preventions for the spread of COVID-19. This policy will be required to have a site-specific point of contact (for each job site) in the event a suspected case of COVID-19 is discovered.
- Customer disclosure of employees working on the jobsite that fall into the following categories:
  - Have traveled to other sites that have had COVID-19 positive tests.
  - Have experienced the following symptoms in the past two weeks: fever, cough, or difficulty breathing.
  - Have tested positive for the COVID-19 coronavirus.
  - Have had contact with a person outside of work known or suspected to have COVID-19.

### Wadsworth Electric response while visiting or working at a job site

While visiting or working at a job site it is required that you check in with the site designated person daily and follow site protocol in addition to Wadsworth Protocol.

### Preventative measures to combat COVID-19 exposure:

To ensure the health and safety of our employees, visitors, and customers, the following steps to reduce the risk of potential exposure to the COVID-19 coronavirus must be taken:



## Wadsworth Electric COVID-19 CORONAVIRUS RESPONSE POLICY

- Anyone who has traveled out of the country in the past 14 days must contact Wadsworth Electric representative prior to coming to work.
- Any person displaying flu-like symptoms will be asked to stay home and encouraged to contact a healthcare professional.
- Anyone having a fever (100° Fahrenheit/37.8°Celsius or higher) will be asked to stay home, encouraged to contact a healthcare professional and not return to work until a minimum of 72 hours after the fever is gone.
- All persons will maintain at least 6 feet of social distancing and wear face covering.

In the event we have a confirmed or suspected COVID-19 case, the following protocols will take place:

- **Wadsworth Electric must be notified immediately if any customer or sub-contractor is confirmed or suspected of being exposed to the COVID-19 coronavirus.**
- If a Wadsworth Electric employee is exposed, we will immediately notify the customer representative and employees of the exposure.
- Sub-contractors and their employees will be required to follow all Clatsop County Health Department and CDC protocols.
- Customers and sub-contractors and their employees will be required to follow their company's directives on communication of location during an emergency.
- Wadsworth Electric will work with the Clatsop County Health Department to evaluate and communicate each COVID-19 case and report to all parties present during an exposure.

## Preventing COVID-19 Spread

1. No employee shall come to work if they are feeling sick.
2. Face coverings are required if social distancing cannot be maintained.
3. Oregon State maximum group gathering size guidelines will be followed in the building.
4. In high-traffic waiting areas markers for 6-foot social distancing will be placed.
5. Handwashing instructions are posted at all sinks.
6. Handwashing, cleaning, and disinfecting supplies are available on-site and in vans.



## **Wadsworth Electric COVID-19 CORONAVIRUS RESPONSE POLICY**

7. Cleaning and disinfecting containers are wiped down before and after use.
8. Handwashing instructions and requirements for cleaning and disinfecting surfaces and high-touch points are posted in common areas. Examples of frequently-touched surfaces are tables, doorknobs, light switches, countertops, handles, desks, phones, radios, work tools, keyboards, touchscreens, toilets, faucets and sinks, gas pump handles and vending machines.
9. Only one person is allowed in the coffee room at a time. Handwashing and high-touch-point cleaning instructions are posted.
10. Cleaning and disinfecting reminders are posted in vans and trucks.
11. Management will conduct frequent inspections to ensure COVID-19 prevention measures are being practiced and query employees about temperature readings and symptoms.
12. Encourage site appointments be made by phone to screen potential visitors, clients and sub-contractors. Restrict drop-in site access to masked visitors, vendors and contractors and make safer accommodations to serve clients off-site via electronic communications, mail or phone.
13. FA/CPR supplies include barrier shields to protect the caregiver during mouth-to-mouth resuscitation.

## **Contact Tracing Concerns**

1. Have you had close contact (less than 6-feet) with other employees? Who are they?
2. Do you carpool with anyone?
3. If you had close (face-to-face) contact with other employees how long was the conversation?
4. Was a facial covering used by you or others when the 6-foot distance was breached?
5. Identify what workstations, tools, or equipment you were operating or had contact with.
6. Identify any office or other rooms you frequented.
7. Did you obey posted cleaning, disinfecting and hand washing instructions in common areas, at your workstation and when handling shared tools and equipment?

Remember that each Wadsworth Electric client job site may have slightly different requirements regarding COVID-19 safety. Please check in with each client to ensure you have the latest information and requirements. Thank you, and stay safe and healthy.