

	BLAZE CONTRACTING INC. Safety Management System	Doc No:	COVID-19
		Initial Issue Date	3/23/20
CORONAVIRUS (COVID-19) Site Specific Safety Plan		Revision Date:	Initial Version
		Revision No.	4
		Next Review Date:	9/23/2020
Preparation: Safety Dir.	Authority: President	Issuing Dept: Safety	Page: 1 of 4 Page 1 of 4

COVID-19 (Coronavirus) Summary

The purpose of this summary is to provide steps that Blaze Contracting, Inc is taking to reduce the risk of exposure to COVID-19. Blaze Contracting, Inc has instituted various housekeeping, social distancing and additional prevention measures at our jobsites. Given the fast-developing nature of the COVID-19 outbreak & recommended guidelines provided by CDC and other governed resources, Blaze Contracting, Inc, will continue to update and modify this Plan based project requirements.

If anyone should have questions regarding Blaze Contracting’s policies/procedures please contact our Corporate Safety Director, Tom Kirby at (313) 410-0658

Blaze Emergency Contacts – Field and Office

- Corporate Safety Director -Tom Kirby (313) 410-0658
- President- Frank Stachowski (313) 361-1000
- Vice President- Brian St. Louis (810) 523-5752

Prevent Worker Exposure

- Superintendents, Foreman, Safety and Management are responsible to be familiar with the Action Plan. Always set a good example by following this Plan. This involves practicing good personal hygiene and jobsite safety practices to prevent the spread of the virus.
- Employees are responsible to help with the prevention efforts in order to minimize the spread of COVID-19 at our jobsites. In addition, employees are expected to report to Superintendent & Foreman if they are experiencing signs or symptoms of COVID-19. All employees and subcontractors must be taking own temperatures before coming to work and recording this information on the below daily questionnaire
- Instruction regarding Daily Questioner



- All employees are required to complete the Blaze Daily Questioner before arriving to site, regardless if project has a site specific.
- Notify Foreman of your status

LINK.....

- Per CDC recommendations, have provided the following control and preventative guidance to all workers, regardless of exposure risk:
 - Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol
 - Avoid touching your eyes, nose, or mouth with unwashed hands.
 - Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
 - Avoid close contact with people who are sick.
- **Know the Symptoms**
 - Fever
 - Coughing
 - Shortness of breath, difficult breathing
 - Early symptoms such as chills, body aches, sore throat, headache, diarrhea, nausea/vomiting and runny nose.

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- Loss of taste or smell
- Fatigue


If you develop a fever and symptoms of respiratory illness, such as cough or shortness of breath, **DO NOT GO TO WORK, notify your Foreman** and call your healthcare provider right away. Likewise, if you come into close contact with someone showing these symptoms, call your healthcare provider right away.

Protective Measures for Jobsites

- Any employee/vendor/subcontractor/visitor showing symptoms of COVID-19 will be asked to leave the jobsite and return home.
- Only Blaze employees will be permitted to enter Blaze Contracting Offices, including jobsites unless fundamental to the execution of the work.
- Screening of all employees, vendors, subcontractors & visitors is required.
- When an Owner/GC has implemented a COVID-19 Plan follow protocols and procedures.
- All in-person crew huddles provided verbally will **maintain 6’ social distancing**. Foreman’s will document those in attendance. Limited to 5-Persons at a time.
- Jobsite Trailers & Tool containers, only the necessary employees should enter, and all employees should maintain social distancing.
- Employees should maintain a six-foot distance requirement during breaks and lunches. Outdoor spaces shall be utilized as much as possible to avoid enclosed areas.
- All in-person meetings will be limited. To the extent possible, meetings will be conducted by telephone & video conferencing.
- Limit the use of shared tools and equipment and when shared are to be cleaned before & after use.

Personal Protective Equipment & Work Practices Controls

- Workers have access to PPE when needed such as face shields, rubber gloves, surgical masks, Tyvek suits, N95 masks, and any type of other face coverings to prevent the spread are acceptable.
- Employees should wear face coverings, surgical masks, and face shields as required by the activity or if social distancing cannot be maintained.
- If PPE is specified by an Owner/GC COVID-19 Plans, Blaze Contracting, Inc., will provide to employees.
- Do not share tools with coworkers, if possible.
- Employees are discouraged from carpooling &/ transporting others from outside household in vehicles.
- All PPE such will be discarded appropriately and immediately after leaving the work area that was cleaned.
- Keep the dust down by using engineering and work practice controls, specifically through the use of water trucks and street cleaners.
- **Mandatory Procedures for Acceptance/Handling Delivery Shippers and Truck Tickets**
 1. Blaze designated ticket taker/employee will be provided and shall wear disposable gloves while handling delivery shippers/tickets.
 2. Blaze ticket taker/employee shall utilize their own pen to sign delivery shippers/tickets. **Do not utilize others pens.**
 3. Restrict physical hand transfer of ticket/shippers, etc., between any Blaze employee and delivery driver. Maintain Social Distancing at all times, of 6’ during exchange of tickets provided by others.
 4. Blaze Contracting will provide shipper/ticket buckets to Blaze Foreman/ticket taker with lids for storage of delivery tickets/shippers.

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5. Shippers/tickets shall remain in bucket for 24 hours prior to processing.

Cleaning & Disinfecting Procedures

Blaze Contracting, Inc., has instituted regular housekeeping practices, which includes cleaning and disinfecting frequently used tools and equipment, and other elements of the work environment, where possible. Employees should regularly do the same in their assigned work areas. The cleaning product that will be supplied is Signet Neutral Disinfectant which a SDS will be supplied on each jobsite for employees to reference.

- Clean & disinfect personal and communal equipment such as, **2-3 times per day at a Minimum, or after each use**
 1. Printers/Plotters
 2. Conference / Break Rooms Tables
 3. Counters
 4. Writing Utensils
 5. When utilizing multiple pieces of Equipment &/ Hand Tools
 6. Port-o-Johns
 7. Locks
 8. Job box / C-Container Handles
- At the end of the day, Employees are responsible to disinfect, but not limited to.
 1. Office Spaces & Break Areas
 2. Frequently touched surfaces
 3. Site Trailers & Tool Storage Containers
 4. Equipment; including Blaze Owned Vehicles
 5. Hand Tools
- Any portable jobsite toilets should be cleaned by the leasing company at least twice per week and disinfected on the inside and provide hand sanitizer. Blaze Contracting, Inc., will provide (no wipe necessary) spray disinfectant for employees to utilize before & after each use on frequently touched surfaces. (i.e. door pulls and toilet seats)

Reporting & What to Do When Symptoms & Exposure Occurs

1. **Notify Foreman**
2. **Foreman will notify Blaze Safety Director**
3. **Safety Director will follow up with Employee and complete the COVID-19 Investigation Questionnaire**

The different types of Exposure & CDC's Guidelines

➤ **Employee Exhibiting COVID-19 Symptoms**

Stay Home or immediately leave the project until symptom free. No fever for at least **72-hours** without use of medication/fever reducers and for at least 7-days since their symptoms first appeared. Employee will need to be cleared by a medical professional.

➤ **Employee Tests Positive for COVID-19, with or without symptoms**

- Self-quarantine away from work for at least 14-days since the first positive tests and have not had a subsequent illness.
- Employees that test positive and have been received care from a medical care provider may return to work when directed to do so.

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- Blaze will require an employee to provide documentation clearing their return to work.

➤ **Employee Has Close Contact with a Tested Positive COVID-19 Individual**

Employees that have come into close contact with a confirmed-positive COVID-19 individual (co-worker or otherwise), will be directed to self-quarantine for 14 days from the last date of close contact with the carrier. Close contact is defined as six (6) feet for a prolonged period.

Blaze Contracting, Inc., reserves the right to inform other employees that a co-worker (without disclosing the person's name) has been diagnosed with COVID-19 if the other employees might have been exposed to the disease so the employees may take measures to protect their own health. Employees will be required follow the CDC Guidelines to self-quarantine for 14-days from the last date of close contact of carrier.

Except for circumstances in which Blaze Contracting, Inc., is legally required to report workplace occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances.

Blaze Contracting is committed to the safety of its employees, vendors, subcontractors, clients, and the general public. The above summary of our action plan is consistent with the guidance of the CDC, the World Health Organization (WHO), and other resources at our disposal. Blaze Contracting, Inc, will continue to monitor, update and modify this Plan based project requirements.

Resources:

CDC - <https://www.cdc.gov/coronavirus/2019-ncov/>

WHO - <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

OSHA – <https://www.osha.gov/SLTC/covid-19/>

State of Michigan - <https://www.michigan.gov/coronavirus/>

Wayne County - <https://www.waynecounty.com/>

City of Detroit - <https://detroitmi.gov/departments/detroit-health-department/programs-and-services/communicable-disease/coronavirus-covid-19>

Thank you for your cooperation in preventing the spread of COVID-19 and other communal diseases. Blaze Contracting leadership is committed to providing a healthy and safe environment for all staff and jobsites. available.

Sincerely,

Tom Kirby

Safety Director
Blaze Contracting Inc.