



Jobsite Specific COVID-19 Procedures

- A Kier representative is required at all entry points into the projectsite.
- A hand sanitization station should be located at all entry points into the project, and all individuals entering the jobsite are required to wash hands.
- Washing hands often with soap and water for at least 20 seconds is your best defense. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- All subcontractors should be asked the following questions prior to entry into the project. Effective 03/30/2020
 - Do you have a fever?
 - Do you have a cough?
 - Are you experiencing shortness of breath?
 - Do you have a sore throat?
 - Have you traveled in the past 2 weeks?
 - Have you been exposed to anyone who has tested positive for COVID-19? If a subcontractor has a worker who has either been diagnosed with COVID-19 or has been exposed to COVID-19, they must release this information to KIER immediately, while protecting the identity of the worker. The Project Team should contact the Project Director who will implement strategies to protect our workforce, while ensuring continuity of operations. When possible, please obtain case #, and contact info from the subcontractor for the tracer with the Health Department.
- In the event an individual answer “yes” to any of the questions above, they should be sent away from the jobsite.
- Report to HR and Project Director if you, a member of your family, someone you know, or anyone working on-site reports that they have been exposed to someone that has been diagnosed with COVID-19.
- All sick employees should stay home and away from the workplace it is critical that employees do not report to work while experiencing respiratory symptoms such as fever, cough, shortness of breath, sore throat, runny or stuffy nose, body aches, headache, chills or fatigue.
- Regularly clean commonly touched surfaces and equipment. Use disinfectants to clean the commonly touched items such as doorknobs, faucet handles, copy machines, coffee pot handles, desktops, handrails, microwave buttons, keyboards, elevator buttons. Encourage trades to not share tools, and to clean tools frequently. Any time equipment is shared it is required all items be wiped down prior to another user.

- Practice social distancing by avoiding large gatherings and maintaining distance (approximately 6 feet or 2 meters) from others when possible. All Superintendents to encourage this practice on projects.
- Masks are encouraged at all times on the project site, and required when 6' of social distancing cannot be achieved. Contact Ben Heiner (385) 298-8035, to coordinate delivery of disposable masks. Subcontractors are encouraged to bring their own masks. However, Kier Construction will have disposable masks at the gate. Project Superintendents should monitor use of masks closely, and ensure that no more than (1) mask is provided per day to each person on site.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Try to limit in-person meetings. Use online conferencing, email or the phone whenever possible.
- Eliminate unnecessary travel and cancel or postpone nonessential meetings, gatherings, workshops and training sessions.
- Any detailed information related to an employee on leave in your group or on your team, should not be shared with other employees or subcontractors. Respect their privacy rights as protected under the law!

Continuity of Operations Plan

In the event any worker from a Kier project or office is confirmed to have the COVID-19 virus, a meeting will be held within 24 hours to assess what further precautions need to be enacted to safely continue work. The meeting should include Kier Management, Safety, Subcontractor Management, and the Owner if applicable. The initial meeting will also plan for the frequency of future meetings and plans of additional response methods based on current CDC guidelines.