Business Continuity Planning for Pandemic Events – Part 2
Sailing into Uncharted Waters
Re-Opening

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A New Challenge for Business

• New challenge face business everyday
  – Day to day operations
  – These challenges can change daily, weekly or monthly.
  – It could disappear and never come back or be back next year.
  – If is does we will be ready.

• For now don’t let the words, new cases, clusters or community spread scare you.
What Should Businesses Know, and Why?

• What is the threat (e.g., spread, duration, virulence) to my business, the community, and the nation?
• Where will it appear first, and how will I know when it does?
• When will it begin affecting my business?
THE IMPACT ON YOUR BUSINESS FROM ANY NEW CHALLENGE DEPENDS ON HOW YOU HANDLE THE CHALLENGE!
Business Opportunities

- Large numbers of qualified, trained individuals available for employment
- Companies prepared to identify these people will grow stronger & faster
- Substantial number of opportunities will exist because of company failures.
Pandemic Implications

- Business closures and furloughs for prolonged periods may cause extensive financial harm, if not planned for.
- Lost income and competition for remaining skilled workers and scarce supplies and materials will dramatically affect business response and recovery.
- Reduced worker availability among first responders may result in greater risk of social and security disruptions.
Pandemic Implications

• Failure to stay connected to your clients.
• Disruptions and failures at essential businesses will cause localized economic and social challenges.
• You must find a way to Sustain Essential Employees – They are the key to your business
• Implement a formal employee and workplace protection strategy for assessing employee conformance and workplace cleanliness.
Differences between Business Continuity Planning and Pandemic Planning

• These non-pandemic events may or may not be predictable, but they are usually short in duration or limited in scope.
  – In most cases,
  – Malicious activity,
  – Technical disruptions, and
  – natural/man-made disasters
• typically will only affect a specific geographic area, facility, or system.
• These threats can usually be mitigated by focusing on resiliency and recovery considerations
Pandemic planning presents unique challenges to business management. Unlike natural disasters, technical disasters, malicious acts, or terrorist events, the impact of a pandemic is much more difficult to determine because of the anticipated difference in scale and duration.
Differences between Business Continuity Planning and Pandemic Planning

- Pandemic plans should be sufficiently flexible to effectively address a wide range of possible effects that could result from a pandemic.
  - Pandemic plans need to reflect the institution’s size, complexity, and business activities.
Coronavirus 2020

• This current wave of the Pandemic will soon be gone?
• Are we prepared for a second wave?
  – We have no idea.
• What we do know is COVID-19 has changed the way people eat, work, shop, communicate, entertain and socialize
These changes of habits will change the way many business and industries operate.

COVID-19 entered our lives at a time of record growth and low unemployment.

The service industry accounted for nearly 84%.

U.S. private-sector employment, 95% of those jobs disappeared in one month.
Devastation of business (as we know it)

- COVID-19 has devastated businesses that depend on social gatherings:
  - restaurants,
  - cinemas,
  - theaters,
  - hotels,
  - airlines,
  - gyms,
  - shopping centers,
  - dance studios and
  - many other businesses.
Pandemic Domino Effect Worldwide

- People are affected
- Society is unprepared
- Governments are unprepared
- Private sector enterprises are unprepared
- Medical institutions will be impacted
- Economic sectors worldwide will be impacted
- Medical support systems are impacted
- Social behavior will reflect be susceptible to significant degradation.
Impact on Business

- COVID-19 is the cause of over 350,000 stores that are now temporarily closed, accounting for nearly 60% of retail square footage.
- Experts claim 25% to 50% of small business will either not open or soon close after re-opening.
Impact on Business

• COVID-19 is the cause of over 350,000 stores that are now temporarily closed, accounting for nearly 60% of retail square footage.

• Experts claim 25% to 50% of small business will either not open or soon close after re-opening.
How long can you survive Without Planning YOUR REOPENING?

• Prior to loosening restrictions for a given setting, businesses must:
  – Create, share, and implement a COVID-19 Preparedness Plan
    • that sets out the actions they are taking to ensure social distancing, worker hygiene, and facility cleaning and disinfection necessary to keep workers safe
    • Engage in health screening of employees and ensure that sick employees stay home
    • Continue to work from home whenever possible
How long can you survive Without Planning YOUR REOPENING?

• Other state have released requirements as well such as:
  
  – (1) In addition to maintaining pre-existing cleaning protocols established in the facility, clean and disinfect high-touch areas routinely in accordance with CDC guidelines, in spaces that are accessible to customers, tenants, or other individuals.
  
  – (2) Maintain pre-existing cleaning protocols established in the facility for all other areas of the building.
Business Objectives

• Prepare for changing patterns of commerce and potential disruptions in supplies or services.

• Business objectives during a local pandemic influenza should be to:
  – Reduce transmission of the pandemic virus strain among employees, customers/clients, and partners.
  – Minimize illness among employees and customers/clients.
  – Maintain mission-critical operations and services.
  – Minimize social disruptions and the economic impact of a pandemic.

*If people like you, they will listen to you. But, if they trust you, they will do business with you.*

*Zig Ziglar*
Business Impact

- Reduction in workforce: this leads to a reduction in output capacity
- Reduction in consumption (people staying at home): leads to a decrease in demand
- Reduction in revenue leading to less profit, leading to less taxes being paid
- Lack of consumption demand leading to employees being laid off; leading to loss of benefits (healthcare insurance, etc.)
Business Impact of Pandemic

• Direct Impact
  – The direct impact from a pandemic will be due to sickness and perhaps quarantine and isolation.
  – While there is a normal expectation of personnel taking sick days during flu season, this can be expected to be much more dramatic during a pandemic.
  – Initially businesses can expect a much higher rate of infection and, therefore, people on sick leave.
Business Impact of Pandemic

- **Indirect Impact**
  - The indirect impact from a pandemic will be due to challenges caused by changes in the ways people communicate, especially from increases in the number of employees accessing work remotely.
  - Further external considerations may lead to complications with normal business operations.
  - As more people work from home, there will be a cascading effect on local infrastructure that is likely to affect remote operations.
Has Your Business Plan Changed for 2020

• How has your Business Plans changed. These new challenges include:
  – evaluating the level of risk to our employees,
  – achieving a level of employee and customer protection and trust,
  – social distancing concerns,
  – upscale human resources responsibility,
  – OSHA required training, and other challenges that may be present when Sailing into Uncharted Waters.
Who Are You?

**RISK AWARENESS**

<table>
<thead>
<tr>
<th>Risk Averse</th>
<th>Risk Taking</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SETTLER</strong></td>
<td><strong>PIONEER</strong></td>
</tr>
<tr>
<td>Knows that there are risks out there. Doesn’t want to chance anything.</td>
<td>Understands the Risks. Takes chances but stays in control.</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Risk Oblivious</th>
<th>Risk Taking</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GOPHER</strong></td>
<td><strong>COWBOY</strong></td>
</tr>
<tr>
<td>Doesn’t know what’s out there &amp; doesn’t care. Stays underground where it’s safe.</td>
<td>Does what he feels like. Doesn’t think (or care) about the risk.</td>
</tr>
</tbody>
</table>
Essential Functions

Functions that are absolutely necessary to keep a business operating during an influenza or pandemic, and critical to survival and recovery.
Preparedness actions should support sustaining essential functions during response and concentrate on resolving potential weaknesses in these networks before recovery. Incorporate and prioritize all their failure causes an entire function preparedness actions to ensure this will not fail.
## COVID-19 Reopening Phases

<table>
<thead>
<tr>
<th>Work &amp; Congregate Settings</th>
<th>Social Settings</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Red Phase</strong></td>
<td></td>
</tr>
<tr>
<td>Life-sustaining businesses only</td>
<td>Stay at home ordered</td>
</tr>
<tr>
<td>Restrictions in place for prison + congregate care</td>
<td>Large gatherings prohibited</td>
</tr>
<tr>
<td>Schools closed for in-person instruction</td>
<td>Restaurants/bars limited to carry-out + delivery</td>
</tr>
<tr>
<td>Most child care closed</td>
<td>Only travel for life-sustaining purposes</td>
</tr>
<tr>
<td><strong>Yellow Phase</strong></td>
<td></td>
</tr>
<tr>
<td>Telework must continue where feasible</td>
<td>Stay at home restrictions lifted in favor of aggressive mitigation</td>
</tr>
<tr>
<td>Businesses with in-person operations must follow safety orders</td>
<td>Large gatherings prohibited</td>
</tr>
<tr>
<td>Child care open with worker + building safety orders</td>
<td>In-person retail allowed curbside/delivery preferred</td>
</tr>
<tr>
<td>Restrictions in place for prison + congregate care</td>
<td>Indoor recreation, health and wellness facilities (such as gyms, spas), and all entertainment (such as casinos, theaters) remain closed</td>
</tr>
<tr>
<td>Schools closed for in-person instruction</td>
<td>Restaurants/bars limited to carry-out + delivery</td>
</tr>
<tr>
<td><strong>Green Phase</strong></td>
<td></td>
</tr>
<tr>
<td>All businesses must follow CDC and PA Department of Health guidelines</td>
<td>Aggressive mitigation orders lifted</td>
</tr>
<tr>
<td>Individuals must follow CDC and PA Department of Health guidelines</td>
<td></td>
</tr>
</tbody>
</table>
OSHA - Recording Workplace Exposures to COVID-19

- COVID-19 can be a recordable illness if a worker is infected as a result of performing their work-related duties. However, employers are only responsible for recording cases of COVID-19 if all of the following are met:
  - The case is a confirmed case of COVID-19 (see CDC information) on persons under investigation and presumptive positive and laboratory-confirmed cases of COVID-19).
  - The case is work-related, as defined by 29 CFR 1904.5.
  - The case involves one or more of the general recording criteria set forth in 29 CFR 1904.7 (e.g., medical treatment beyond first-aid, days away from work).
Re-Opening – It’s not like flipping a switch
Re-Opening Guidelines Should Be Based On

- Facts
- Realistic
- Consistent
- Industry Based
- Common Sense
CHAIN OF INFECTION

MICROORGANISM
bacteria, virus, fungi, parasite

SUSCEPTIBLE HOST
immunocompromised, very young age, elderly people, people with chronic disease, post-operative individual

PORT OF ENTRY
mucosa lining, open wound, respiratory tract, urinary tract

RESERVOIR/SOURCE
human, water, air, medical equipment

PORT OF EXIT
secretion, excretion, droplets

MEANS OF TRANSPORT
contact (direct/indirect), in the air, by vector
Risk Based Re-Opening

WHAT'S YOUR RISK LEVEL?

HIGH RISK
Close contact in a household with someone with a confirmed case of COVID-19.

LOW RISK
Being in the same room as a symptomatic person who has tested positive for COVID-19 but didn’t go within six feet of them.

MEDIUM RISK
Sustained close contact (10 minutes or longer) within six feet of a symptomatic person.

NO RISK
Walking by or briefly being in a room with a symptomatic person who tested positive.
Coronavirus – COVID-19

- Spreads from person-to-person is most likely among close contacts (about 6 feet).
- Person-to-person spread is thought to occur mainly via respiratory droplets produced when an infected person coughs or sneezes, similar to how influenza and other respiratory pathogens spread.
**Coronavirus – COVID-19**

- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

- It’s currently unknown if a person can get 2019-nCoV by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes.

**CHINA Coronavirus**

Coronaviruses are a large family of viruses that cause not only the common cold but also more serious respiratory illnesses.

2019-nCoV OUTBREAK (December 31, 2019)

**Symptoms**
- Unknown incubation period
- Fever
- Difficult breathing
- Impaired liver and kidney function
- Kidney failure
- Severe cough
- Pneumonia

A novel coronavirus (2019-nCoV) was identified as the source of the illnesses on January 7, with the infection traced to a Wuhan seafood market that also sold live animals.

Can live 2 to 9 days on surfaces
Hierarchy of controls

- **Elimination**: Physically remove the hazard
- **Substitution**: Replace the hazard
- **Engineering controls**: Isolate people from the hazard
- **Administrative controls**: Change the way people work
- **PPE**: Protect the worker with personal protective equipment
Classifying Your Employee Risk from COVIS-19 Exposure

• Lower Exposure Risk
  – occupations are those that do not require contact with people known to be infected with the pandemic virus, nor frequent close contact (within 6 feet) with the public.
  – Even at lower risk levels, however, employers should be cautious and develop preparedness plans to minimize employee infections.

Personnel in this risk group include those who have minimal occupational contact with the general public and other coworkers (e.g., office employees).
Classifying Employee Risk from COVIS-19 Exposure

• Medium Exposure Risk
  – occupations include jobs that require frequent, close contact (within 6 feet) exposures to known or suspected sources of pandemic virus such as coworkers, the general public, outpatients, school children, or other such individuals or groups.
  – Personnel in this risk group include those with high-frequency contact with the general population.

Personnel in this risk group include schools, high population density work environments, and some high volume retail.
Classifying Employee Risk from COVIS-19 Exposure

• High Exposure Risk
  – occupations are those with high potential for exposure to known or suspected sources of pandemic influenza virus.
  • Personnel in this risk group include the following:
    – Healthcare delivery and support staff exposed to known or suspected pandemic patients (e.g., doctors, nurses, and other hospital staff that **must** enter patients’ rooms)
Classifying Employee Risk from COVIS-19 Exposure

• **High Exposure Risk**
  - Medical transport of known or suspected pandemic patients in enclosed vehicles (e.g., emergency medical technicians)
  - Performing autopsies on known or suspected pandemic patients (e.g., morgue and mortuary employees)
Classifying Employee Risk from COVID-19 Exposure

• Very High Exposure Risk
  – occupations are those with high potential exposure to high concentrations of known or suspected sources of pandemic virus during specific medical or laboratory procedures.
Classifying Employee Risk from COVIS-19 Exposure

- **Very High Exposure Risk**
  - Personnel in this risk group include the following:
    - Healthcare employees (e.g., doctors, nurses, dentists) performing aerosol-generating procedures on known or suspected pandemic patients (e.g., cough induction procedures, bronchoscopies, some dental procedures, or invasive specimen collection)
Gov. Brian Kemp (Georgia R)

• “The private sector is going to have to convince the public that it’s safe to come back into these businesses”.

Your are only going to have one chance
Every Control Strategies can generate an employee questions.

Have the answers ready
DO YOUR HOMEWORK
Identify Your Business Risks

• When, where, why and how are risks likely to happen in your business?
  – the risks are they internal or external?
  – who might be involved or affected if an incident happens?
The **Incident Command System** (ICS), (NIMS) is a management system designed to enable effective and efficient domestic **incident** management by integrating a combination of:

- facilities,
- equipment,
- personnel,
- procedures, and
- communications operating within a common organizational structure.
• First, under The General Duty Clause, Section 5(a)(1) of the Occupational Safety and Health (OSH) Act of 1970, 29 USC 654(a)(1), which requires employers to furnish to each worker “employment and a place of employment, which are free from recognized hazards that are causing or are likely to cause death or serious physical harm.”

Steps recommended by OSHA

• Some to be considered for your company’s plan are:
  – Develop an Infectious Disease Preparedness and Response Plan
    • Describe Basic Infection Prevention Measures.
    • Develop Policies and Procedures for Prompt Identification and Isolation of Sick People, if Appropriate
  – Develop, Implement, and Communicate about Workplace Flexibilities and Protections
  – Implement Workplace Controls
  – Consider Use and Provision of Personal Protective Equipment
  – Follow All Other CDC Guidelines and Those Set Forth in EO 2020-42
Also, under OSHA’s Bloodborne Pathogens standard (29 CFR 1910.1030) which applies to occupational exposure to human blood and other potentially infectious materials.

Where respirators are required, employers will also have to comply with OSHA’s Respiratory Protection Standard (29 CFR 1910.134).

These standards provide clear requirements of companies to provide safe, healthy environments for their employees.
Elements of a Pandemic Re-Opening Business Plan

• Statement of Intent:
  – This sets the stage and direction for the plan.

• Policy Statement:
  – Very important to include an approved statement of policy regarding the provision of pandemic recovery services.

• Objectives:
  – Main goals of the plan.

• Key Personnel Contact Information:
  – Locate key contact data near the front of the plan, as it's the information most likely to be used right away.
Elements of a Pandemic Re-Opening Business Plan

• Plan Overview:
  – Describes basic aspects of the plan.

• Emergency Response:
  – Describes what needs to be done following the occurrence of pandemic cases.

• Pandemic Recovery Team:
  – Members and contact information of the pandemic team.

Continuity of Operations
Elements of a Pandemic Planning Policy

- Emergency Alert, Escalation and Pandemic Plan Activation:
  - Steps to take through the early phase of an outbreak, leading to activation of the pandemic plan.

- Media:
  - Tips for dealing with the media.
Keep your employees healthy

• Take common-sense steps to limit the spread of germs.
• Make good hygiene a habit.
• Wash hands frequently with soap and water.
• Cover your mouth and nose with a tissue when you cough or sneeze.
• Put used tissues in a waste basket.
Keep your employees healthy

- Cough or sneeze into your upper sleeve if you don’t have a tissue.
- Clean your hands after coughing or sneezing.
- Use soap and water or an alcohol-based hand cleaner.
- Stay at home if you are sick.
Hierarchy of Controls Applied to NIOSH Total Worker Health®

1. **Eliminate**
   - Eliminate working conditions that threaten safety, health, and well-being

2. **Substitute**
   - Substitute health-enhancing policies, programs, and practices

3. **Redesign**
   - Redesign the work environment for safety, health, and well-being

4. **Educate**
   - Educate for safety and health

5. **Encourage**
   - Encourage personal change
Hierarchy of Controls
Engineering Controls – HVAC Systems

• Installing high-efficiency air filters (HEPA).
• Increasing ventilation rates in the work environment.
• Researchers have shown UV light can be used to disinfect surfaces and kill the virus in ambient air in ways that could be used to reduce transmission in public spaces.
Ultraviolet (UV) germicidal lights

- produce short wavelength **light** (or **radiation**) that can damage the genetic material in the nucleus of cells of microorganisms such as bacteria, viruses, and molds. The cells may be killed or made unable to reproduce.
- The extent to which UVGI systems kill or deactivate cells depends upon:
  - the intensity of the UV light,
  - the duration of irradiation,
  - humidity,
  - the target organism
UV Light - Promising but not Proven

- https://www.pickhvac.com/faq/hvac-uv-lights/#Will_it_Work_on_the_Coronavirus
- https://iaqscience.lbl.gov/air-uv
Hierarchy of Controls

Engineering Controls

- Installing physical barriers, such as clear plastic sneeze guards.
- Employee masks?
  - Who cleans them
- Installing a drive-through window for customer service.
- Increasing the frequency of cleaning, sanitizing and disinfecting.
  - Food-contact surface by the EPA
Hierarchy of Controls

Engineering Controls

• Cleaning is a simple easy method using the two essential components of cleaning, namely, friction and the use of fluid.
  – **Friction** through rubbing and scrubbing the soiled area and fluids generally water and a soap solution are the first stage of cleaning.
  – Washing is one way of achieving physical cleanliness, usually with water and often some kind of soap or detergent., bacteria, fungi and spore forms.

Hierarchy of Controls

Engineering Controls

• Disinfection is the process or act of destroying pathogenic microorganisms and removes most organisms present on surfaces.
  – Disinfectants are antimicrobial agents that are applied to non-living objects to destroy microorganisms that are living on the objects.
  – Disinfectants work by destroying the cell wall of microbes or interfering with the metabolism.

CDC - cleaning and Disinfection for Community Facilities
• Sterilization is a term referring to any process that eliminates or kills all forms of life, including transmissible agents such as viruses, bacteria, fungi and spore forms.
  – Sterilization can be achieved by applying chemicals, high pressure, heat, irradiation, and filtration or a combination.
Hierarchy of Controls
Engineering Controls

• Separate entry and exits
• Disposable menus, or menus that can be properly disinfected after each guest
• Anticipated an increase in trash
Hierarchy of Controls
Administrative Controls

• Temperature taking
• Employees actively practicing your new procedures
• Encouraging sick workers to stay at home.
• Minimizing contact among workers, clients, and customers by replacing face-to-face meetings with virtual communications and implementing telework if feasible.
• Establishing alternating days or extra shifts that reduce the total number of employees in a facility at a given time, allowing them to maintain distance from one another while maintaining a full onsite work week.

• Discontinuing nonessential travel to locations with ongoing COVID-19 outbreaks.
Hierarchy of Controls

Administrative Controls

- Updated policies and procedures
  - Education – Classroom
  - Performance Training
- Providing workers with up-to-date education and training on COVID-19 risk factors.
  - Training workers who need to use protecting clothing and equipment how to put it on, use/wear it, and take it off correctly, including in the context of their current and potential duties.

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Emergency Manager
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Hierarchy of Controls

Administrative Controls

- Regularly check CDC travel warning levels.
- Developing emergency communications plans, including a forum for answering workers’ concerns and internet-based communications, if feasible.
Workers with medium exposure risk may need to wear some combination of gloves, a gown, a face mask, and/or a face shield or goggles.

PPE ensembles for workers in the medium exposure risk category will vary by work task, the results of the employer’s hazard assessment, and the types of exposures workers have on the job.
Hierarchy of Controls - PPE

Hierarchy of Controls

- **Elimination**
  - Physically remove the hazard

- **Substitution**
  - Replace the hazard

- **Engineering Controls**
  - Isolate people from the hazard

- **PPE**
  - Protect the worker with Personal Protective Equipment

Examples of PPE:
- Surgical masks
- N95 masks
- Cloth masks
Hierarchy of Controls - PPE

- Face masks only provide half the protection of surgical masks filtering only 2% of the outside air and 50 times less protection than N95’s, provide very limited protection from small particles.
- But wearing a cloth face mask will lose any value unless it's combined with
  - frequent hand-washing and social distancing.

Surgical mask are not a item of Personal Protective Clothing

(OSHA) - Surgical masks are not designed or certified to prevent the inhalation of small airborne contaminants.

Surgical mask may be effective in blocking splashes and large-particle droplets (70%), by design, does not filter or block very small particles in the air that may be transmitted by coughs, sneezes, or certain medical procedures especially below the ears.

https://www.cidrap.umn.edu/news-perspective/2020/03/commentary-covid-19-transmission-messages-should-hinge-science

https://www.osha.gov/Publications/OSHA3219.pdf

https://www.fda.gov/media/136449/download
The 'N95' is a negative pressure respirator, the designation means that when subjected to careful testing, the respirator blocks at least 95 percent of very small (0.3 micron) test particles.
COVID-19 Pandemic Response: Nursing Home PPE Packages

- Under the direction of the White House Coronavirus Task Force, FEMA will coordinate shipment of a seven day supply of personal protective equipment (PPE) to more than 15,000 nursing homes across the Nation.
  - Shipments are expected to begin the first week of May and be completed in mid-June.
  - The first shipments will focus on facilities within prioritized hotspots and expand to facilities across all 50 states and Puerto Rico.
  - The PPE is being shipped only to Medicaid and Medicare-certified nursing homes based on input from the American Health Care Association.
OSHA standards that apply to protecting workers from 2019-nCoV.

• The General Duty Clause, Section 5(a)(1) of the Occupational Safety and Health (OSH) Act of 1970, 29 USC 654(a)(1), which requires employers to furnish to each worker “employment and a place of employment, which are free from recognized hazards that are causing or are likely to cause death or serious physical harm.”

2019-nCoV is a recordable illness when a worker is infected on the job.
OSHA standards that apply to protecting workers from 2019-nCoV.

- OSHA’s Bloodborne Pathogens standard (29 CFR 1910.1030) applies to occupational exposure to human blood and other potentially infectious materials that typically do not include respiratory secretions that may transmit 2019-nCoV.
  - However, the provisions of the standard offer a framework that may help control some sources of the virus, including exposures to body fluids (e.g., respiratory secretions) not covered by the standard.
Employee Training

• “Humans often can develop a robust and pathological fear of things that might not happen, to create realities that don’t exist,” says Elizabeth Phelps, Harvard University’
  – Simple - Frightened people do not want to hear big words.
  – Timely - Frightened people want information now.
  – Accurate - Frightened people will not get nuances, so give it straight.
Performance based employee training

– Relevant
  • Answer their questions and give action steps.

– Credible
  • Empathy and openness are your keys to credibility.

– Consistent
  • The slightest change in the message is upsetting
At a minimum
Construction

- Site Access Questionnaire
- COVID- Project Work Plan
- Purpose and scope
- Revised safety orientation
- Job safety analysis
  - Reading blue prints
  - Working in the trailer
  - Crews in the same vehicle
  - Filling water/ice containers
- Employee sick plan
- Travel and site access
- Social distancing rules
Construction

• Sanitization
  – Antibacterial soap
  – Paper towels
  – Trash bin

• Communications

• Multiple person jobs
  – Confined space
  – Heavy lifts

• PPE requirements

• Stop work Protocol
Important notes:

- Manufactures strongly recommended that companies eliminate the practice of sharing electrical PPE kits.
- Manufactures have updated their Care and Maintenance Guidelines for Electrical PPE, incorporating important CDC guidelines and references to ASTM F496.
- Cleaning visibly dirty surfaces followed by disinfection is a best practice for prevention of COVID-19 and other viral respiratory illnesses.
CDC makes distinctions between cleaning and disinfecting

- Cleaning refers to the removal of germs, dirt, and impurities from surfaces.
- Disinfecting refers to using chemicals, for example, EPA-registered disinfectants, to kill germs on surfaces.
- This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

The majority of household disinfectants on the market today can adversely affect the performance of electrical PPE. Any potential use should be thoroughly evaluated and tested before they are used on arc rated and/or shock protective PPE.
Retail in general

- 77% of consumers said they’d feel comfortable going to non-essential stores within two months of them reopening
- Buy-online, pick-up in store
- Partitions for the checkers
- Perform daily or even hourly deep cleans
- New employee training
- Limited hours
Retail in general

- In-person experience will likely hinge:
  - on safety,
  - temperature checks
  - providing masks to employees and customers,
  - sanitizing throughout the day
  - maintaining low store occupancy
Hair Salons, Barbershops

- Appointments Only
- Clients to wait outside
- Client temperature checks
- Hand washing upon entering
- Maintain Social Distancing
- Additional spacing between booths and/or dividers
- Use of Personal Protective Equipment and Best Practices
- Customers are being asked to shampoo their own hair three hours before their appointments.
- Blow-drying?
Hair Salons and Barbershops

• Use of Personal Protective Equipment and Best Practices
  – Salon/shop employees should be required to wear masks
  – Clients should wear face masks
  – Salons/shops should also make use of eye protection, gloves,
  – Employees and clients should wear disposable or re-washable capes, smocks, neck strips, etc.
Hair Salons and Barbershops

• These items should be disinfected or disposed of between each client.
• Employees should arrive at the salon/shop showered and wearing clean clothing and change clothes before leaving the salon/shop each day.
• Hand washing with soap and warm water, for a minimum of 20 seconds will be required by employees between every client service.
• The employer is responsible for the cleaning, disinfected or disposed of
Dr.’s Offices
Before the Patients Arrives

• **Prepare the clinic**
  – Stagger appointments know which of your patients are at higher risk
  – More telemedicine appointments
  – Assess and restock supplies

• **Communicate with patients**
  – Communicate with patients ask patients about symptoms during reminder calls
  – Post signs at entrances and in waiting areas

• **Prepare the waiting area and patient rooms**
  – Provide supplies—tissues, alcohol-based hand rub, soap at sinks, and trash cans.
  – Place chairs 3–6 feet apart, when possible. Use barriers (like screens), if possible.
  – If your office has toys, reading materials, or other communal objects, remove them or clean them regularly.
Dr.’s Offices
When Patients Arrives

- Place staff at the entrance to ask patients about their symptoms and take temperatures.
  - Have patients to wait outside or in the car if they are medically able.
  - Send home or Provide symptomatic patients with tissues or facemasks to cover mouth and nose.
  - Limit non-patient visitors.

- Separate sick patients with symptoms.
  - Create separate spaces in waiting areas for sick and well patients.
  - Place sick patients in a private room as quickly as possible.
Dr.’s Offices
After Patients are Assessed

• Refer or Provide at-home care instructions to patients with respiratory symptoms. Consider telehealth options for follow up.

• Notify your health department of patients with COVID-19 symptoms.

• After patients leave, clean frequently touched surfaces using EPA-registered disinfectants—counters, beds, seating.
Hair Salons and Barbershops

• All salons/shops should be thoroughly cleaned and disinfected prior to reopening.

• Salons/shops should remove all unnecessary items (magazines, newspapers, service menus, and any other unnecessary paper products/decor) from reception.

• Avoiding the exchange of cash

• Use touchless or credit/debit cards
The Open Office is gone

- Inside the office, movement is tightly regulated,
- Upon arrival, each worker scans a Med code and fills out a health status report to get a daily pass to enter.
  - Then comes the temperature check and the hand sanitizer.
- Social distancing
- Hand sanitizer, at least by, elevators, bathrooms, breakrooms
- Things that maybe will change ventilation, UV light, density screening, video monitoring, and temperature monitoring, cleaning protocols
Entertainment
Movie theaters

- Parties are seated at least six feet apart. No party can be more than 6 people.
- Ushers will help enforce social distancing.
- Tape must be applied to floors at ticket counters to keep people at a safe distance.
- Employees must clean every seat, armrest, door handle, handrail and doorknob before and after each showing.
Buildings with elevators

Maybank Tower
Social Distancing in Lift

Lifts in Maybank Tower have been marked out for the purpose of social distancing, in view of the current COVID-19 situation.

You are encouraged to follow the floor markings when using in groups or sharing with other building occupants.

NOTICE
HAND SANITIZER STATION
The Factory workers have to show up in person to get the job done

- Upon entry each employee will be:
  - Temperature scanned
  - Use hand sanitizer
  - Issued today’s PPE
- Practice social distancing
- Lunch, Break and smoking areas will be modified
- Designated employees to constantly clean
- Staggered shifts
- PPE disposal areas
Plexiglass partitions between its employees
In response to the COVID-19 virus, State, County and City of Gainesville governments are requiring us to make temporary changes to help keep you safe.

- Our dining area is restricted to the hours of 6 a.m. to 9 p.m.
- For take-out or delivery service, normal hours apply.
- We cannot allow more than 50 percent occupancy or 50 people - whichever is fewer - in our dining room at any time.
- Inside dining is restricted to table service only — bar seating or standing service is not permitted.
- We are required to make hand sanitizer available and accessible to all customers.

Complete language can be found at https://tinyurl.com/COVID19AlachuaCounty (Alachua County) and https://tinyurl.com/COVID19GNV (City of Gainesville)
Restaurants

- No more than 10 patrons per 500 square feet are allowed inside at once.
- All employees are required to wear masks at all times.
- Employers must screen and evaluate workers who exhibit signs of illness, such as a fever over 100.4 degrees and a cough or shortness of breath.
- Restaurants must post signs that say no one with symptoms of COVID-19 can enter.
- Party size is limited to no more than 6 per table.
Restaurants

• Salad bars and buffets are no longer allowed.
• Restaurants must use pre-rolled silverware.
• Items must be removed from self-service drink, condiment, utensil and tableware stations and have workers provide those items to patrons.
• Patrons must be kept separated while waiting to be seated through floor markings or waiting in cars.
Restaurants

- Workers who show signs of illness can’t come in to work. Employees who have COVID-19 must self-isolate for 7 days and be fever-free and symptom-free for 3 days before coming back to work.
- Employers must train employees on the importance of frequent handwashing, use of hand sanitizers and avoiding touching their faces.
- Playgrounds must stay closed.

? Expand outside seating
The International Safety and Health Specialists

- Dennis A. Terpin, Ph.D., O.H.S.T., EMT-P
- Dr. Terpin is the Retired Senior Industrial Hygienist and Emergency Manager at The University of Illinois at Chicago (UIC).
- Some of the roles Dr. Terpin have performed during his 50-year career in the occupational safety, health, laboratory safety, emergency management and response fields include World Trade Center 9/11 responder, safety manager, fire chief, paramedic, rescue specialist, and Homeland Security/FEMA certified Master instructor (CDP and EMI).
- Dr. Terpin serves on the ANSI Z88, Z88.10 and ASTM F23.65 International Respiratory Protection Committees.

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