



COVID-19 symptoms generally include a fever over 100.4F/38C, shortness of breath, cough and a sudden lost sense of smell or taste with no explanation, though sometimes COVID-19 begins with significant muscle aches or fatigue with no other explanation. Any one of the previous symptoms should trigger a response from this matrix. Employees only displaying symptoms that are generally common and caused by something else (e.g., sore throat, headache, congestion or runny nose, nausea, vomiting or diarrhea) should be sent home to recover. If they later develop any of the first six symptoms, respond using the protocols below.

COVID-19 PROTOCOLS FOR SUBCONTRACTORS

The COVID-19 virus is generally spread by “close contact” with an infected person. “Close contact” means living in the same household as a person infected, caring for someone who’s infected, being within 6 feet of someone who has COVID-19 (or is presumed to) for more than 10 cumulative minutes in a 24-hour period, or direct exposure from someone who’s infected (e.g., being coughed on, sneezed on, sharing bottle of water or utensils).

The COVID-19 virus may also be spread after touching a contaminated surface. The virus can live on some surfaces for several hours – others for several days. If you touch a contaminated surface and then touch your face, you can transfer the virus through your nose, mouth, or eyes. Get into the habit of not touching your face. Wash your hands frequently with soap and water for at least 20 seconds, or use hand sanitizer.

	SCENARIO	RISK LEVEL	NOTIFICATIONS	WHAT EMPLOYEE/VISITOR SHOULD DO	WHAT PROJECT/DISTRICT SHOULD DO	RETURN TO WORK?
1	Employee or visitor to our work site tests positive for COVID-19.	HIGH	Site manager, employees, business partners, subcontractors, vendors	Employee or visitor should isolate themselves, and follow directions from healthcare providers and public health authorities.	Contact site management. Determine what areas of our site the employee / visitor visited over the 2 days before their symptoms appeared or their test was administered, and when they were last on site. Close off identified impacted areas and let sit for 24 hours before using a cleaning service to perform the company's viral containment cleanup procedure. Work with AskHR and Site Coordinator to determine who might have had “close contact” and whether those contacts fit Scenario 3 (contact was off site or without proper face covering) or Scenario 5 (contact was on site with proper face coverings).	<ul style="list-style-type: none">The employee or visitor who tested positive may return to work if:<ul style="list-style-type: none">» (a) their health care provider releases them to work» or (b) these three things are true: (1) no fever for 2 days without medication, (2) symptoms have improved, and (3) at least 10 days have passed since their symptoms first appeared» or (c) they never developed any symptoms and 10 days have passed since their test was administered
2	Employee or visitor has symptoms of COVID-19, but has no test results. They are presumed to be positive.	HIGH	Site manager, employees, business partners, subcontractors, vendors	Employee or visitor should self-quarantine, follow strict personal hygiene rules, and monitor their symptoms. They should call their medical provider and AskHR to promptly schedule a PCR test.	Contact site management. Determine what areas of our site the employee / visitor visited over the 2 days before their symptoms appeared, and when they were last on site. Close off identified impacted areas and let sit for 24 hours before using a cleaning service to perform the company's viral containment cleanup procedure. Work with AskHR and Site Coordinator to determine who might have had “close contact” and whether those contacts fit Scenario 3 (contact was off site, or without proper face covering) or Scenario 5 (contact was on site with proper face coverings).	<ul style="list-style-type: none">The employee or visitor who was presumed positive may return to work if:<ul style="list-style-type: none">» (a) they are determined by their health care provider to have something other than COVID-19 or their health care provider releases them to work» or (b) These three things are true: (1) no fever for 2 days without medication, (2) symptoms have improved, and (3) at least 10 days have passed since their symptoms first appeared
3	Employee or visitor has no symptoms of COVID-19 but had “close contact” with somebody who tested positive or is presumed to have COVID-19. The “close contact” was on the job and one of them was not wearing a proper face covering , or the “close contact” was off the job .	MEDIUM	Site manager, employees, business partners, subcontractors, vendors	Employee or visitor should self-quarantine, follow strict personal hygiene rules, and monitor their symptoms. They should call their medical provider and AskHR to promptly schedule a PCR test 7 days after last close contact.	Business as usual at work location.	<ul style="list-style-type: none">The employee or visitor who had contact may return to work if:<ul style="list-style-type: none">» (a) after 14 days from last contact with the tested or presumed positive person, they never developed symptoms» or (b) the presumed positive person receives a negative PCR test (antibody tests and negative antigen tests are not accepted by the company)» or (c) the presumed positive person is determined by their health care provider to have something other than COVID-19 or their health care provider releases them to work» or (d) they have received a negative PCR test (antibody tests and negative antigen tests are not accepted by the company) administered at least 7 days after close contact
4	Employee or visitor has no symptoms of COVID-19, but lives with a roommate or family member who is experiencing symptoms or has been quarantined.	MEDIUM	Site manager, employees, business partners, subcontractors, vendors	Employee or visitor should self-quarantine, isolate themselves from the infected person, follow strict personal hygiene rules, and monitor their symptoms. They should call their medical provider. and should discuss testing.	Business as usual at work location.	<ul style="list-style-type: none">The employee or visitor may return to work if:<ul style="list-style-type: none">» (a) the person they live with is determined by their health care provider to have something other than COVID-19 or their health care provider releases them to work» or (b) they or the person they live with have received a negative PCR test (antibody tests and negative antigen tests are not accepted by the company)» or (c) these three things are true about person they live with: (1) no fever for 2 days without medication, (2) symptoms have improved, and (3) at least 10 days have passed since their symptoms first appeared
5	Employee or visitor has no symptoms of COVID-19 but had “close contact” with somebody who tested positive or is presumed to have COVID-19. The “close contact” was on the job that requires face coverings and both were wearing the proper face coverings .	LOW	Site manager	Employee or visitor is low risk and should continue working. Monitor their own symptoms.	Business as usual at work location.	<ul style="list-style-type: none">The employee or visitor should monitor their symptoms and continue workingAll personnel must wear proper face coverings at all times on the job, except when alone in a vehicle or in an enclosed office, or working alone outdoors
6	Employee or visitor had “close contact” with a person who in turn had “close contact” with someone else who tested positive or is presumed to have COVID-19.	LOW	Site manager	Employee or visitor is low risk and should continue working. Monitor their own symptoms.	Business as usual at work location.	<ul style="list-style-type: none">The employee or visitor should monitor their symptoms and continue working
7	Employee or visitor was in a facility or crowd with somebody who tested positive or is presumed to have COVID-19. The employee or visitor was not in “close contact” that we’re aware of, and has no symptoms of COVID-19.	LOW	Site manager	Employee or visitor is low risk and should continue working. Monitor their own symptoms.	Business as usual at work location.	<ul style="list-style-type: none">The employee or visitor should monitor their symptoms and continue working