

Subject: COVID-19 Update 4-10-20

Date: Friday, April 10, 2020 at 2:00:16 PM Central Daylight Time

From: Mike Heitmann

To: ZZComplete e-mail list

Good afternoon, employee-owners:

Below is an update on our COVID-19 response. The first part is additional information and the second part contains answers to the questions that have been submitted.

ADDITIONAL INFORMATION:

- There have been a few questions regarding when the extra benefits and extra policies/procedures will end. To be honest, we don't know. It will depend on how we emerge out of this crisis. The CDC has certain guidelines and each state has different requirements. The response team, along with company leadership, will continually evaluate all of this information and determine when the special circumstances end. When this happens, it will be clearly communicated to all of you with as much advance notice as possible.
- Regarding the 72-hour quarantine period referenced in my email yesterday, employee-owners will be paid during these 72 hours, and it will not count against their 10-days of paid leave, if the exposure leading to the quarantine occurred on a Garney jobsite. The costs for this pay will be coded to corporate. If an employee-owner is in a 72-hour quarantine as a result of an exposure outside of Garney, the employee-owner must use their 10-day paid leave.

QUESTIONS SUBMITTED:

*** Please note that several of the questions below were submitted yesterday before the update email was sent yesterday afternoon. Thus, some of the questions have already been answered. However, we did not want to leave out anyone's question, so we are answering all that are received.*

1. **Are we going to require all subcontractors on jobsites to also wear face masks? Can something as simple as bandana be worn over the face to count as a mask?**

ANSWER: If a subcontractor's employees interact within 20' of any of Garney's employee-owners, then yes, it is mandatory that subcontractors adhere to our face mask policy. Yes, a bandana mask will be great. [Here is a link](#) on how to make the bandana mask.

2. **In response to this COVID update, I am seeking assist to obtain clarification of the following:**

When employee-owners can maintain a minimum of 6' social distancing, are they expected to wear face masks continuously? If the answer is no, is there an adequate distance where this policy is not deemed applicable?

ANSWER: Face masks must be worn at all times even if you are in a location where you are more than 20' away from anyone else. The only exception is when you are eating or drinking. When eating or drinking, remember to maintain social distancing.

With regard to jobsites, there are a multitude of social distancing scenarios for consideration.

Example: When crew members can maintain CDC recommended social distancing at all times, are they expected to wear a face mask at all times?

ANSWER: Yes, see answer #2 above.

Example: An employee-owner is an hourly operator. Once they are seated in their machine, are they required to continue wearing the face mask thru the entirety of the work shift?

ANSWER: An Operator may take their mask off once inside their enclosed cab. The mask must be put back on when the operator exits the machine. Operators should wipe down and disinfect contact points when entering and leaving a machine.

3. **While yesterday's email referenced Garney employee-owners, is the intent of this to also be extended onto others outside of Garney including but not limited to owners, inspectors, vendors,**

subcontractors, visitors.

ANSWER: We are asking job sites to share our facemask policy with owners, inspectors, vendors, subcontractors and visitors, and recommend they follow the same policy. It is mandatory for them to follow this policy if they are within 20' of any Garney employee-owner. If they are working in a remote area and not interacting within 20' of Garney employee-owners, whether they follow our policy is their decision. We recommend keeping extra facemasks available in the event a visitor does not have one. If a delivery driver remains in their vehicle and stays outside 20' feet of any Garney employee-owner, they will not be required to wear a mask.

4. Does the facemask policy apply to delivery drivers, owners and engineers?

ANSWER: Yes, see answers to questions above.

5. Are Garney employees, both office and field, required to wear face coverings even if maintaining 6 feet of social distancing? If so, what about 20 feet of separation?

ANSWER: Yes, see answers to questions above. This applies to both office and jobsite locations.

As always, please continue submitting your questions to covid19@garney.com.

If you haven't had a heart-to-heart conversation with a fellow employee-owner this week, I encourage you to do so. Just a 5-minute check-in goes a long way. I hope you have an enjoyable weekend. Find some time to unwind and relax.

Mike Heitmann

Employee-Owner Since 1990

GARNEY CONSTRUCTION *Advancing Water*