

**Subject:** COVID-19 Update 4-8-20  
**Date:** Wednesday, April 8, 2020 at 2:04:00 PM Central Daylight Time  
**From:** Mike Heitmann  
**To:** ZZComplete e-mail list  
**Attachments:** Facemask Safety ENGLISH.pdf, Facemask Safety SPANISH.pdf, Workplace Exposure to COVID-19.pdf

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:**

- Attached are new guidelines concerning face masks. As I mentioned in my email yesterday, all jobsites should have face masks delivered no later than this Monday, April 13<sup>th</sup>. At that time, it will become mandatory for all employee-owners to where a face mask at our jobsites and offices. Acceptable face masks include cloth face coverings as described in the attached guidelines.
- Please note that we continue to monitor the CDC and WHO press releases and guidelines. As they are issued, we update our plans and communicate those changes to all of you. These are continually changing, and we are doing our best to keep up with them.

#### **QUESTIONS SUBMITTED:**

1. **The CDC has recently revised its position and recommendations regarding the use of face masks. Will the Garney COVID-19 Event Response Plan be revised to incorporate these CDC updates?**

ANSWER: Yes. As mentioned above, the new face mask policy (attached) will become mandatory on Monday, April 13<sup>th</sup>.

2. **If we are working out of town and get the virus and have to go to the hospital, is it considered work-related and would it be considered a recordable?**

ANSWER: If you become infected with the virus on one of our jobsites, then yes, it is a recordable incident. The applicable guidance from OSHA is attached for your reference.

3. **First of all, I would like to thank you for keeping all the EO's updated about this pandemic. I have one suggestion for the daily COVID-19 Update email, since we all have access to media and mostly media highlights the negative thoughts. For example, they will tell you how many people got infected but never tell you how many people recovered from the virus. Likely, most of the news, posts or images on social media are fake which we all are accessing daily. The way I think of myself is that I have been surrounded with bad news more than the good news, I have to google something good like how the world or US have been reacting in the medical field to come up with a solution. My suggestion is that something needs to be included in the daily update which brings the positivity to each EO's and makes them feel that the US or the world is doing best to cure this virus.**

ANSWER: Thank you for the suggestion. We are limiting this email to information regarding how we are responding to the crisis and how it affects our policies and procedures. We are trying not to inject news articles or information that is not specifically related to our policies and procedures.

As always, please continue submitting your questions to [covid19@garney.com](mailto:covid19@garney.com).

A huge shout-out to the **employee-owners making face masks by hand** across the country. This is an amazing example of "grabbing a shovel", and it makes me very proud to be a Garney employee-owner!

**Mike Heitmann**

*Employee-Owner Since 1990*

**GARNEY CONSTRUCTION** *Advancing Water*



# FACE MASK SAFETY



On **April 3**, the CDC announced its recommendation to wear cloth face coverings in public settings where other social distancing measures are difficult to maintain, especially in areas of significant community-based transmission.

The CDC advises the use of simple cloth face coverings to slow the spread of the COVID-19 virus and prevent people who may unknowingly have the virus from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.

The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidelines.

It is important to recognize that the best way to prevent airborne transmission of this virus is to use a combination of methods, not rely solely on PPE. Wearing of these mask options should not relieve individuals from maintaining proper social distancing and staying away from work if experiencing COVID-19 symptoms.

## CLOTH FACE MASKS

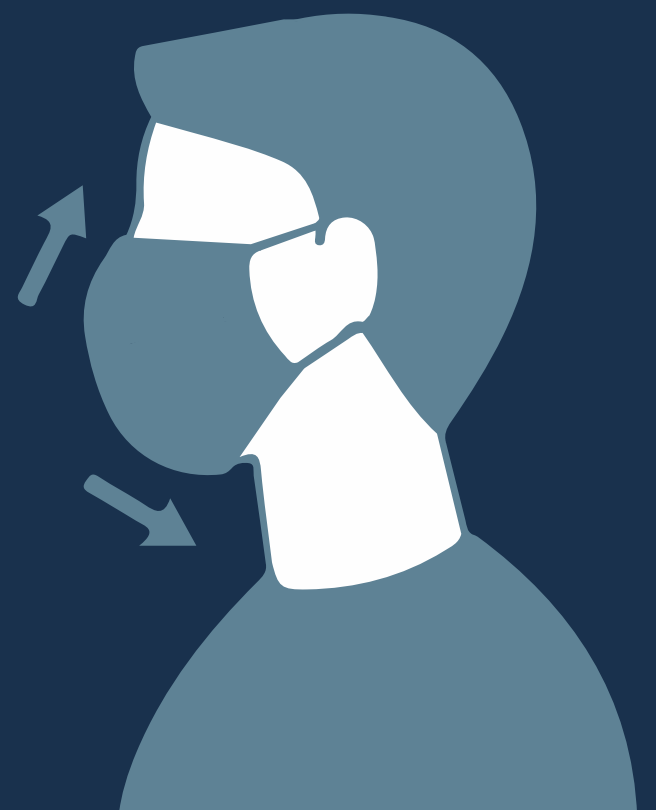
A cloth face mask is a covering designed as a barrier to reduce the spread of moisture droplets from the mouth or nose from one individual to another.

### HOW TO WEAR

- 1) Should fit snugly but comfortably against the side of the face
- 2) Should be secured with ties or ear loops
- 3) Should include multiple layers of fabric
- 4) Should allow for breathing without restriction
- 5) Should be able to be laundered and machine dried without damage or change to shape
- 6) Individuals should be careful not to touch their eyes, nose, and mouth when removing the face covering and should wash their hands immediately after removing
- 7) Should not be worn by children younger than 2 years of age, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove cover without assistance

### PROPER CARE

- 1) They should be routinely washed depending on the frequency of use. Someone wearing a mask throughout an entire day should wash it every night
- 2) If a mask gets moist as a result of perspiration throughout the day, it should be replaced at least once a day
- 3) When removing the mask, it should be contained in a plastic sealable (Ziploc) bag with the employee-owner's name and not allowed to lay on a table or other surface that may contaminate that surface
- 4) A washing machine should suffice in properly washing a face covering



# SURGICAL MASKS

A surgical mask is a loose-fitting, disposable device that creates a physical barrier between the mouth and nose of the wearer and potential contaminants in the immediate environment.



## HOW TO WEAR

- 1) Should fit snugly but comfortably against the side of the face
- 2) Should be secured with ties or ear loops
- 3) Should allow for breathing without restriction
- 4) Should not be worn by children younger than 2 years of age, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove cover without assistance

## PROPER CARE

- 1) Surgical masks are not intended to be used more than once
- 2) If mask is damaged or soiled, it should be replaced
- 3) If breathing through the mask becomes difficult, it should be replaced
- 4) Individuals should be careful not to touch their eyes, nose, and mouth when removing the mask and should wash their hands immediately after removing
- 5) Masks should be disposed of properly in a waste container with a plastic bag

# N95 RESPIRATORS

An N95 respirator is a respiratory protective device designed to achieve a very close facial fit and very efficient filtration of airborne particles. Note that the edges of the respirator are designed to form a seal around the nose and mouth.

The “N95” designation means that when subjected to careful testing, the respirator blocks at least 95 percent of very small (0.3 micron) test particles. If properly fitted, the filtration capabilities of N95 respirators exceed those of face masks.

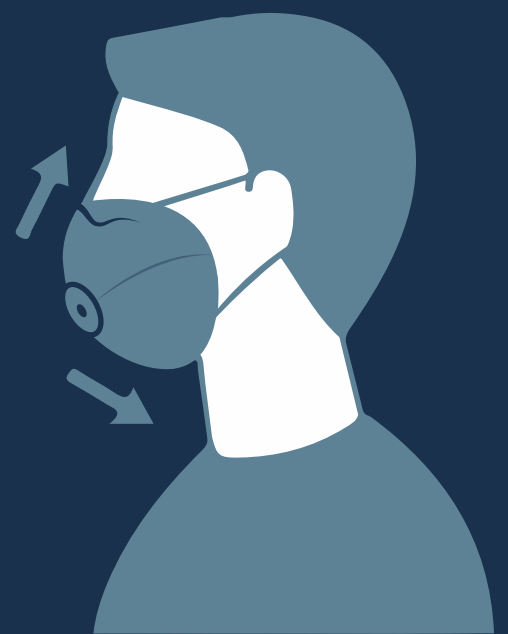
**These are currently not available and are only being distributed to Health Care workers or other medical first responders as recommended by the CDC.**

## HOW TO WEAR

- 1) Each user should be fit tested with the respirator for a secure seal around the nose and mouth
- 2) Respirators cannot be worn effectively by individuals with facial hair because a secure fit is not possible
- 3) Should allow for breathing without restriction
- 4) Should not be worn by children younger than 2 years of age, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove cover without assistance

## PROPER CARE

- 1) N95 respirators are “single-use” disposable devices
- 2) If respirator is damaged or soiled, it should be replaced
- 3) If breathing through the mask becomes difficult, it should be replaced
- 4) Individuals should be careful not to touch their eyes, nose, and mouth when removing the mask and should wash their hands immediately after removing
- 5) Respirators should be disposed of properly in a waste container with a plastic bag



# RESOURCES

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

<https://www.fda.gov/medical-devices/general-hospital-devices-and-supplies/personal-protective-equipment-infection-control>

<https://www.cnn.com/2020/04/04/health/how-to-make-your-own-mask-wellness-trnd/index.html>

<https://www.osha.gov/>



## 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:

1. 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);
2. The case is work-related, as defined by [29 CFR 1904.5](#); and
3. 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).

OSHA recordkeeping requirements at [29 CFR Part 1904](#) mandate covered employers record certain work-related injuries and illnesses on their OSHA 300 log.

Visit OSHA's [Injury and Illness Recordkeeping and Reporting Requirements page](#) for more information.

<https://www.osha.gov/SLTC/covid-19/standards.html>