

COVID-19 Pandemic Protocol

INTEGRITY is committed to ensuring the health and safety our workers, contractors and the communities in which we work. In response to the province of Saskatchewan a public health emergency, please note the following:

- INTEGRITY has formed a COVID-19 Crisis Team that is meeting regularly and keeping up with the changing provincial and federal guidance.
- All corporate communications regarding the pandemic and INTEGRITY’s corporate actions will come directly from Pandemic Coordinator and distributed as appropriate.
- The proactive and preventative measures identified in the plans will remain in place until specifically instructed otherwise by the Pandemic Coordinator in accordance with provincial and/or federal requirements.
- All meetings to be conducted via phone, conference calls or video-conferencing.
- Office remains open to staff for critical business and visitors are not allowed to enter the office.

Essential field work will require COVID-19 protocols, see below.

Identifying and isolating people with COVID-19 is the only way to stop the spread. The symptoms of COVID-19 are fever, dry cough, difficulty breathing or other cold and influenza-like symptoms. Online screening/self-assessment is available: <https://public.ehealthsask.ca/sites/COVID-19/> (Health Link 811);

Employees and subcontractors' personal travel, including household member travel, to/from the following locations, requires the INTEGRITY worker/subcontractor to self-isolate for at least 14-days upon return, regardless of symptoms being present:

*Risk Level 3 or 2 countries related to the COVID-19 disease (e.g., China, Iran, Northern Italy, Japan, South Korea, Hong Kong, and Singapore), any Cruises, and any communities with an increasing rate of community-related transfer of COVID-19 (e.g., Vancouver).

*Anyone who has symptoms must self-isolate for 14 days. Please do not visit a hospital, physician’s office, lab or healthcare facility without consulting Health Link first.

Maintenance/Construction Crews

- Complete the necessary Safe Work Permit and consult specifically with the owner’s representative regarding company-specific COVID-19 precautions.
- INTEGRITY asks if any workers have COVID-19 like symptoms, and if they do, work should not proceed. Workers who are ill or who present any COVID-19 symptoms including fever cough or difficulty breathing are not permitted to travel to INTEGRITY work sites.
- Crews should arrive fit for duty with proper cleaning supplies based on the type of work to being performed (as a minimum hand sanitizer and disinfectant to clean work surfaces before and after work).
- All workers must follow proper handwashing (warm soap and water for 20 seconds) or use hand sanitizers when soap and water isn’t available.
- Practice social distancing (~2m distance between workers) including when work is being done and when on breaks.

- Conduct tailgate and pre-job safety meetings outside if possible, maintain social distancing of about 2m between workers, workers do not have to sign on to safe work permit (print names of all workers). Do not share pens or paperwork.
- Cough into arm, use tissues and properly dispose of waste.

Documentation/Equipment/Tools

- Do not share pens, paperwork, workstations, devices or tools. If required to share, following proper cleaning procedures.

Group Size/Separation/Social Distancing

- Avoid handshakes.
- Maximize social distancing during work activities and during any breaks.
- Keep group sizes small – fewer than 8 people in any gathering/meeting when possible.
- Minimize activities where groups of workers congregate including work areas, eating areas and designated smoking areas.

Cleaning

- Clean common work areas after every shift and before each shift.
- Each worker and/or work crew should discuss and define COVID-19 hazards and controls based on the specific type of work that they will be completing as part of any safe work permit, safety meeting or field level hazard assessment (FLHA).
- Office building has increased cleaning. Visitors not allowed on site.
- Regular/frequent hand washing is strongly encouraged (especially arriving onsite, after washroom use and before eating). Ensure hand sanitizers readily available. Ensure proper waste disposal.

Security & Emergency Response

- At the close of business each day, any work areas must be secured completely, as if shutting down for an extended period.
- Workers that fall ill must immediately self-isolate and report to their foremen/Supervisors.
- While specific personal information is confidential, any case associated with INTEGRITY and their employees, must be reported to INTEGRITY HSE office.
- Any worker, work-related, medically confirmed case of COVID-19 illness (positive COVID-19 test) will result in the activation of the Emergency Response Plan (ERP) at Alert level or higher and immediate measures will be taken to protect people, contain and isolate, and communicate internally and externally as may be required in accordance with Public Health protocols. An Incident Action Plan will be developed in accordance with provincial health authority requirements.

How to Protect Yourself During the Pandemic

Know How COVID - 19 Spreads



- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- The best way to prevent illness is to avoid being exposed to this virus.
- The virus is thought to spread mainly from person-to-person.
 - Between people who are in close contact with one another (within about 6 feet).
 - Through respiratory droplets produced when an infected person coughs or sneezes.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

Take steps to protect yourself



Clean your hands often

- **Wash your hands** often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.



Avoid close contact

- **Avoid close contact** with people who are sick
- Put **distance between yourself and other people** if COVID-19 is spreading in your community. This is especially important for people who are at higher risk of getting very sick.

Take steps to protect others



Stay home if you’re sick

- **Stay home** if you are sick, except to get medical care. Learn what to do if you are sick.



Cover coughs and sneezes

- **Cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.



Wear a facemask if you are sick

- **If you are sick:** You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider’s office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then you should do your best to cover your coughs and sneezes, and people who are caring for you should wear a facemask if they enter your room. Learn what to do if you are sick.
- **If you are NOT sick:** You do not need to wear a facemask unless you are caring for someone who is sick (and they are not able to wear a facemask). Facemasks may be in short supply and they should be saved for caregivers.



Clean and disinfect

- **Clean AND disinfect frequently touched surfaces daily.** This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- **If surfaces are dirty, clean them:** Use detergent or soap and water prior to disinfection.

(Source: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>)

Stay Safe! Let’s Do Our Part to Flatten The Curve!