

UPDATED COVID GUIDELINES 5/20/2021

If you're fully vaccinated (two weeks after your final shot)

You must continue to wear your mask outdoors until you show proof to your supervisor that you are fully vaccinated – that can be as easy as showing a picture of your completed vaccination card or showing your [Excelsior Pass](#) to your supervisor. This information will not be retained. If you are not vaccinated, or choose not to show proof of your vaccination, you should continue to wear a mask outdoors.

Even if you're fully vaccinated, you may choose to continue wearing a mask if you'd like to do so.

You must continue to wear your mask:

- If you're sharing a vehicle with another employee
- If you're working in an enclosed structure with others

If you're not fully vaccinated

Nothing has changed. Continue to wear a mask outdoors, and when sharing vehicles and working in enclosed spaces with others.

If you are indoors at a company facility

Nothing has changed for anyone. Whether you have been vaccinated or not, you must wear a mask at all times indoors, unless you are seated at your own workstation and able to maintain a six-foot social distance. You'll need to put your mask back on when you leave your desk.

Moving forward

The city and region will continue to reopen in the coming weeks and more people will be crossing our paths. Please continue to take precautions to keep yourself and others safe and be respectful of those who might have a different COVID risk profile. Remember that the guidelines we follow are designed to keep us all healthy so we can move forward together.

Risk Assessment

We have performed a risk assessment for the coronavirus. We have 9 people working full time in our office and approximately 75 people in the field. None of our employees have any trips planned for the next three months that would take them out of the country or on a cruise ship. After reviewing the risk assessment guide on the Centers for Disease Control and Prevention website, we feel the risk of one of our employees contracting the virus is low and our risk is no greater than that of the general public at large.

Mitigation Strategy

Our mitigation strategy is as follows. We have conducted toolbox talks with all employees relating the CDCs instructions on how to prevent contracting the virus. We told our employees if they feel sick or come in contact with anyone who is sick to report it immediately. We have four separate yards that contain our construction equipment, three in Queens and one in the Bronx (two of them in Queens have field offices) where the field employees report to work. There is a mixture of different trades (truck drivers, Equipment operators, laborers and foreman) that report to each yard to perform various types of restoration work throughout different geographical areas in New York. These employees do not have contact with each other during the workday, thereby minimizing the odds of spreading of the virus throughout the company if one employee on a crew contracted it. Since there is a mixture of trades at each yard, they can perform any phase of restoration that is required. If we had to shut down one yard the others can continue to operate and fill in for the crew(s) that is down.

We have one main office in Syosset where our office staff works that is separate from any of the yards/offices that the field employees report to. Only myself and my field supervisor come in contact with both field and office employees.

If any of our employees, in the field or office contracts the virus my field supervisor and myself will cease going back and forth between the field and the office. I will remain at the main office in Long Island and the field supervisor will operate from one of the field offices in Queens. We will scan all documents to prevent spreading the virus to one another and from field personal to office staff.

Contingency Plan

If any of our field employees were to contract the virus we would have all members of that crew self-quarantine at home for two weeks. During that time the crews from the other yards would pick up any work from the crew that is home. We have agreements with various unions who can provide us with additional field employees as needed. We also have long standing relationships with several trucking and equipment rental companies, that can supply us with equipment and trucks that are operated by their employees if we have to take equipment out of service for disinfecting.

If any of the office staff were to become infected we have the ability to close down the office and have everyone work from home stations for several weeks in order to have the office properly disinfected and to see if any other office staff becomes sick. Many of the companies that we perform work for have been “going green” and minimizing paperwork over the last few years, so there is very little actual paperwork to be handled. We receive new work and submit completed work through the Con Edison SmartApp. All other documents will be scanned by me or my field supervisor instead of physically delivering them to each other, the office staff or field employees.

Tri-Messine Const. Co. Inc.

COVID-19 Exposure Plan

Office:

Only one person (Patricia Hinds (516) 679-9797 ext. 304) will remain in the office, all other office staff will work from home during the pandemic.

Field work:

The foreman for each crew will be the designated site-specific COVID-19 Officer. He will Screen and reinforce the training of all employees on his crew. He will give the daily job briefing with the additional COVID-19 Check list (attached).

The crew leader will give the subsequent site-specific job briefings.

Training:

The Company Superintendent will give an orientation to all employees who return to work after the shutdown.

The Foreman will continue to train current workers using daily toolbox talks, giving them the most recent information on the COVID-19 Hazard and Control measures, including social distancing, on site handwashing facilities, and how high-touch surfaces are to be disinfected.

- Screening:

The foreman will screen all workers for fever at the beginning of each shift and if they become ill on the job. Tri-Messine Const. will be using the NUB838OH Body Infrared Thermometer, this is a “no touch” / “no contact” device.

If any worker becomes ill with COVID-19, that worker and all other workers that have had close contact with that worker will be subject to a two week self-quarantine as outlined in Tri-Messine’s COVID-19 Contingency Plan (attached).

Decontamination:

In addition to the yard maintenance workers disinfecting vehicles when they are not being used. All field employees will Clean and Disinfect high-touch surfaces on shared tools, machines, vehicles and other equipment, before, during and after their shift using the provided disinfectant towelettes and steam cleaners, per CDC guidelines.

ALL garbage must be removed from the vehicles at the end of each shift.

Make sure you are wearing your mask and gloves when cleaning the vehicle.

Keep all vehicles and equipment locked when empty to prevent contamination.

We have added a module to our Pre-Trip and Post Trip inspections to remind employees about this process.

Common High touch areas:

- 1) Keys/fobs
- 2) Steering wheel and column including, shift lever, windshield wiper control, turn signal.
- 3) Fuel Latch, Cover and Cap.
- 4) Arm rests, mirror and window controls and door locks.
- 5) Seat belts
- 6) Center Control Console for Radio/Temperature control
- 7) Brake Controller
- 8) Equipment Controls for Backhoe Buckets, skid steer miller attachments and the throttle.

Personal hygiene:

We have provided soap and a portable water source on all job sites for frequent handwashing.

We encourage all workers to wash their hands before and after going to the bathroom, before eating, and after coughing, sneezing, or blowing their nose.

Respiratory protection:

Since workers need to be near each other to perform tasks they must wear the NIOSH-approved N95 or KN95 respirator provided each morning by the superintendent throughout the entire day.

Cloth face coverings are not acceptable and do not replace physical distancing or the N95 or KN95 respirators required during the work day.

We are asking all workers to self-identify symptoms of COVID-19 each day, before the shift starts, mid-shift, and at home. They should contact Al Messina immediately @ (516) 662-3072 if they have any COVID-19 symptoms.

These symptoms include, fever, coughing, shortness of breath, chills, muscle pain, headache, sore throat, and new loss of taste or smell

These are the steps that ALL employees are required to follow.

- 1) Don't go to work if you are feeling sick.
- 2) Don't go to work if you have a fever.
- 3) Don't go to work if you have a cough or shortness of breath.
- 4) Avoid contact with sick people.
- 5) Don't shake hands when greeting others.
- 6) Avoid large gatherings or meetings of 10 people or more.

- 7) Stay at least 6 feet away from others on job sites and in gatherings, meetings, and training sessions.
- 8) Cover your mouth and nose with tissues if you cough or sneeze or do so into your elbow.
- 9) Avoid touching your eyes, nose, or mouth with unwashed hands.
- 10) Clean your hands often by washing them with soap and water for at least 20 seconds. When hand washing isn't available, use an alcohol-based hand sanitizer with greater than 60% ethanol or 70% isopropanol. Soap and water should be used if hands are visibly dirty.
- 11) Clean your hands frequently, including before and after going to the bathroom, before eating, and after coughing, sneezing, or blowing your nose.
- 12) Wear a N95 or K95 face mask and safety glasses throughout the day to help avoid infection.
- 13) Bring food and water bottles from home to the job site and do not share.
- 14) Drive to work or parking areas by yourself—no passengers or carpooling.
- 15) Disinfect interiors and door handles of machines or construction vehicles, and the handles of equipment and tools that are shared following employer's COVID-19 exposure control plan.

Special guidance for older workers and people with underlying health conditions:

- Older adults and those with underlying health conditions like heart disease, diabetes, and lung disease and those with compromised immune systems (such as lupus, rheumatoid arthritis, cancer therapy) are more at risk of becoming very sick from COVID-19. CDC has additional recommendations for these individuals here: <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html>.

Please be aware that people are vulnerable in these uncertain times. If a colleague or coworker needs mental health or substance use care, they should contact their member assistance program, employee assistance program, or the National Suicide Prevention Lifeline: 1-800-273-TALK (8255) <https://suicidepreventionlifeline.org>