

Emergency Business Continuity Plan

COVID-19

Created: March 16, 2020,

Updated: March 30, 2020

With large outbreak of COVID-19, PATTERNED CONCRETE ONTARIO INC. is committed to ensuring the health and safety of every employee. It is our goal to perform all business operations in a safe and effective manner, which will not adversely affect staff, clients, the public, or the environment.

Patterned Concrete Management is continually reviewing and following local and provincial health departments to ensure appropriate local protocols and guidelines, are followed. Currently, the government of Ontario has asked all construction activities to continue and it is our duty to figure out ways to keep production going on in our industry. Following initiative have been put into place-

- Avoid Hand-shakes.
- Only scheduled meetings to be held in the office premises. Meetings should be conducted one-on-one or via phone or video conferencing when possible.
- Emphasis on personal hygiene requirements.
- Emphasis on self-isolation and quarantine for workers/family member who have travelled outside the country.
- Disinfecting tools, desk surfaces, doors etc. as frequently as possible
- Covid-19 talking points to be conducted in addition to Daily PSI
- Daily COVID-19 screening questionnaire for sites and office.

Patterned Concrete will make every effort to provide necessary PPE, Disinfectant spray and wipes to workers, however, we cannot control market conditions and whether certain products will be available. Workers are requested to maintain their personal hygiene and take necessary steps to ensure their safety.

In order to meet recommended 2m social distancing requirements, we recommend crew sizes in any work zone to be limited to 5 personnel. For tasks requiring more than 5 personnel, a separate PSI /tool box talk to be conducted to ensure the guidelines are properly understood and followed. We will continually be monitoring how it impacts our work flow going forward with focused approach to ensure sufficient and qualified workers are sent for tasks at hand. [As of March 29, 2020 , The Ontario government has updated its guidelines to construction employers.](#)¹

Patterned Concrete is working towards educating its employees and enforcing guidelines to curb the spread of the pandemic/virus, it should be understood that Patterned Concrete cannot control other trades working in the vicinity and as such look to clients/GC to enforce guidelines. While we are committed to fulfill our duties, we are cognizant that there needs to be a team effort to ensure effective measures are put in place.

We will continue to adapt our risk assessment based on the latest data available.

¹ <https://www.ontario.ca/page/construction-site-health-and-safety-during-covid-19>

Emergency Business Continuity Plan For job site affected by suspected worker illnesses

In the event a job site worker(s) becomes ill with symptoms that align with the current COVID-19, a site notice will be communicated. The following is a recommended process to be followed to allow work to continue on site.

- Ill worker with symptoms should self-isolate and inform their direct employers. They should Call tele-health (+1 866-797-0000) for further instructions.
- Any other workers who worked within 2-arm's length should be informed and instructed to self-isolate in accordance with Ontario health guidelines.
- The site super or project manager will communicate to site personnel and /or relevant organizations of the suspected instance of relevant worker illness.
- The immediate areas the affected worker(s) may have occupied on the job site should be avoided for next 4 days. If that is not possible, then items/areas the worker may have touched or impacted should be reasonably and safely disinfected.
- The common touch point, the suspected work(s) may have touched in their most recent course of activities should be reasonably and safely disinfected.

The US National Institutes of Health (NIH), study has found that the Sars-CoV-2 virus survives on cardboard – up to 24 hours – and up to 2-3 days on plastic and stainless-steel surfaces. ²

Any workers on site that are in FIRST CONTACT with someone at home (family /roommate) who is exhibiting symptoms of virus should self-isolate and inform their supervisor and public health. Precautions as noted above to disinfect working locations of first contact individual should be followed. Second contact and beyond individuals are able to continue work as before unless they become symptomatic and the above-mentioned process will be followed.

PATTERNED CONCRETE is committed to ensuring the health and safety of every employee. It is our goal to perform all business operations in a safe and effective manner, which will not adversely affect its staff and crews. By working together and giving the most careful attention to Health and Safety, we will meet our shared objectives of a healthy and safe working environment.

² <https://www.cbc.ca/news/health/coronavirus-surface-study-1.5501296>

IMPORTANT CONTACT INFORMATION:

Direct office line: M to F- 8:30 am to 5:00pm - 416.661.5505

Mathan Sivarajah – 647.680.8368, e- mathans@patternedconcrete.ca

Mark McCauley- (JHSC, worker rep.) 416.559.3703

Joe Guida- 416.702.4338, e- joeg@patternedconcrete.ca

Department	Primary contact	Alternate contact
Commercial projects	Joe Guida joeg@patternedconcrete.ca	Dino D’ambrosio dinod@patternedconcrete.ca
Operations /scheduling	Mathan Sivarajah mathans@patternedconcrete.ca	Joe Guida joeg@patternedconcrete.ca
Accounts payable/accounts receivable	Phillis Machado phillism@patternedconcrete.ca	Hiral Appa hiral@patternedconcrete.ca
Estimating	Dino D’ambrosio dinod@patternedconcrete.ca	Soni Felix Raj sonifr@patternedconcrete.ca
Residential Sales	Connie Giacomuzzi connieg@patternedconcrete.ca	Joe Guida joeg@patternedconcrete.ca
Health and Safety	Joe Guida joeg@patternedconcrete.ca	Soni Felix Raj sonifr@patternedconcrete.ca

Joe Guida, President
 March 30, 2020