



[B.E.S.T. Painting Ltd. SITE COVID-19 PREVENTION PROCEDURES – Safe Work Practices](#)

The situation with COVID – 19 changes daily. These procedures will be updated regularly as we improve our understanding about COVID – 19 and its handling.

Each worker’s participation is critical. Please share any ideas for things that we can do to make it safer. If you have questions or concerns, please contact B.E.S.T.’s on site COVID - 19 Safety Coordinator (CSC) promptly. Our goal is to provide a safe workplace for our workers and those with whom we work.

Workers who do not comply with these procedures will be asked to leave the site and not permitted to return until the current COVID-19 situation is determined to be handled.

The preventive procedures health monitoring, social distancing, hand hygiene, cleaning and disinfecting and specific procedures to prevent the transmission of COVID-19 to or from workers at a job site or facility.

[1. COVID Safety Coordinator](#)

At each worksite B.E.S.T. Painting Ltd. will appoint one individual to be B.E.S.T Painting Ltd.’s COVID Safety Coordinator (CSC).

The CSC will be responsible for monitoring their workers for compliance with the COVID-19 Preventive Procedures of B.E.S.T Painting. The CSC must spend a significant amount of their time monitoring workers by greeting and organizing them when they arrive to work, inspecting their work areas, monitoring their health, informing their workers of any changes to procedures and liaising with the onsite contact responsible for COVID prevention. The CSC of B.E.S.T Painting Ltd. will provide their name and cell phone to the on site CSC of our client.

[2. B.E.S.T COVID–19 safety procedures are to be provided to our site and facility contacts](#)

The tasks which may be impacted by social distancing restrictions and for which we will implement mitigation measures are:

- **Site orientations**
Crew will be briefed over the phone on job specifications before arriving to the site in order to reduce or eliminate the need to gather in person. Regardless social distancing will be practiced at all times.
- **Training**
Where workers require on site or general safety and other training, such as Working At Heights, training will be organized to minimize any social contact. Where possible training is to be done by audio visual presentations in a distance learning setting. Tool box and other safety meetings to be done observing social distancing.



3. Tasks that involve two or more workers to work in close proximity.

- Such tasks as loading/unloading heavier equipment such as spray pumps, blast equipment, pressure washers and other material handling that will require two persons are to be undertaken with due care to minimize time spent in close proximity. Face masks and gloves are to be worn when such is required.
- Only one worker is to be allowed to work on access equipment such as scissor lifts, and each worker wherever possible is to have his or her own access equipment, not shared with others. Where this is not possible (such as with shift work) the access equipment controls, hand rails and other items are to be sanitized prior to a change in operator.
- Masking and sheeting up of equipment and areas is to be done keeping social distance wherever this is possible, and where not feasible due to the nature of the task, workers are to wear face masks and gloves and minimize any close contact to the shortest amount of time possible.
- Restricted work locations where there is insufficient space to maintain social distancing i.e. cab of a vehicle or small room
 - Our crews are restricted from using public transportation.
 - Our crews will be wearing mask and gloves during any ride-sharing, with a limit of two individuals to a vehicle (one front and one in the back).
 - Special Procedures to be followed and supervised by our on site CSC (see below) while on site

4. The tasks where there is a potential for transmission through shared use of PPE, tools and equipment and implement mitigation measures are:

- PPE – fall protection ropes and lanyards, etc.
These will be disinfected after each individual use.
- Tools – Sprayers, vacuums, brooms, paint tools, etc..
These will be disinfected after each individual use or properly disposed of.
- Equipment – Aerial work platforms, forklifts, power trowels, etc.
These will be disinfected after each individual use.

Where we are responsible for cleaning and disinfecting, we will provide to our client's onsite CSC copies of cleaning product information and cleaning procedures for review to verify that they can prevent the transmission of COVID – 19.

The COVID-19 Safety Coordinator is to ensure all workers review the procedures and implements them as well as comply with practices that prevent the transmission of COVID -19.



5. Health Verification of Workers and Visitors

The COVID-19 is to work with all workers and individuals on site or at the facility to monitor daily the health and well being of those on site. Any person exhibiting symptoms of COVID 19 or are otherwise recommended to be in self-isolation or self-quarantine in accordance with recommendations of the Public Health Authority are not permitted on any work site.

1. Any workers or visitors intending to access the site must complete a B.E.S.T Painting Ltd Health Questionnaire. The purpose of the questionnaire is to verify that workers are free, to the best of their knowledge, of COVID-19 symptoms as per the Public Health Authority published symptoms list.
2. B.E.S.T Painting Ltd will provide an attendance list of workers in the event there is a COVID issue or as requested at any time by the facility manager or site supervisor.
3. We will verify, at start of shift, that our workers are healthy, fit for work and to the best of their knowledge, free of any symptoms or restrictions associated with COVID-19 in accordance with the Health Questionnaire and recommendations of the Public Health Authority.
4. We will provide an update on our workers' health to our on site client's CSC contact at start of shift.
5. Our CSC is required to verify, at end of shift, that our workers are healthy, fit for work and to the best of their knowledge, free of any symptoms or restrictions associated with COVID-19 in accordance with the Health Questionnaire and recommendations of the Public Health Authority.
6. We will provide an update our workers' health to on site client CSC contact at end of shift.

6. Social Distancing

Social distancing is a technique to prevent the spread of COVID-19 by limiting close contact with others. The Public Health Authority recommends keeping a distance of 2 meters (6 ft.) from each other. B.E.S.T. Painting requires that all workers observe social distancing. Social distancing measures include:

- limiting groups of workers coming together in orientation, lunch and meeting rooms, tool cribs, change rooms, smoking areas, tool box meetings etc.
- preventing workers from congregating at the entrance to the project, by a hoist, by or in stair wells, on scaffolding, in washroom facilities, etc.
- restricting access to occupied work areas like trailer offices, etc.
 - Our work areas will be, wherever possible, cordoned off to prevent other workers and personnel who do not need to be in the work area from wandering into the area.



- controlling traffic patterns – where practicable designate only up and only down stairwells or in / out gates, this avoids the potential for workers to pass each other within the social distancing space.

WE WILL REQUIRE TO:

- communicate and reinforce self-distancing practices with their workers
 - Enforced by our on site CSC
- conduct regular inspections of their worker areas to verify that workers are practicing social distancing, to the best of their ability
 - Enforced by our on site CSC
- Our crew has been instructed to notify their COVID-19 Safety Coordinator and/or the General Manager of B.E.S.T. Painting Ltd. of any concerns they have for social distancing practices or any safe practices in the work place.

7. Hand Washing and Hand Sanitation

Hand washing minimizes the risk of infection. Proper hand washing helps prevent the transfer of infectious material from the hands to other parts of the body—particularly the eyes, nose, and mouth—or to other surfaces that are touched. Hands that are visibly soiled or dirty should be washed with soap and water - hand sanitizer is less effective on soiled or dirty hands. Proper instruction on how to wash hands are to be given to all workers.

Workers are required to wash or sanitize their hands:

- at the start of their shift and before they start work
- before eating, drinking or smoking
- after using the toilet facilities
- after handling any tools or materials that are shared or other people have used
- at the end of the shift before they leave work

B.E.S.T Painting Ltd. will provide or make available hand washing and hand sanitization facilities to meet the needs of the volume of workers at the project. Workers will be given audio-visual training on how to comply with stricter hygiene procedures as such are produced and made available. Meanwhile, instructions are to be given workers on the best practices for hand cleaning and sanitation by the COVID-19 Safety Coordinator.

8. Cough / Sneeze Etiquette

Workers are expected to follow cough/sneeze etiquette, which is a combination of measures that minimizes the transmission of diseases via droplet or airborne routes. Cough/sneeze etiquette includes the following:

- Cover your mouth and nose with a sleeve or tissue when coughing or sneezing.
- Use tissues to contain secretions and dispose of them promptly in a waste container.
- Turn your head away from others when coughing or sneezing AND cover your mouth and nose.
- Wash hands regularly.



9. Cleaning and Disinfecting

B.E.S.T Painting Ltd will conduct routine daily cleaning of hard non-porous surfaces throughout work sites including:

- Disinfecting tools
- Disinfecting handrails used
- Disinfecting machine controls and baskets

B.E.S.T Painting Ltd routine cleaning will be completed according to B.E.S.T Painting Ltd. Safe Work Procedure: Surface Cleaning for Potential Virus Contamination.

All cleaning products and procedures from Contractor and Cleaning Services used on B.E.S.T. Painting Ltd. Projects must be vetted by an Industrial Hygienist Consultant to verify that they are sufficient for disinfecting COVID-19. This information is to be provided to the site or facility CSC.

If products or procedures are deemed unreliable, they must be discontinued and endorsed products and procedures used.

In the event there is a presumptive case for COVID – 19, present on site B.E.S.T Painting Ltd.'s CSC will isolate and clean work areas / surfaces that may have been contaminated. In the event a confirmed case of COVID-19 was present on site, B.E.S.T. Painting Ltd. will immediately inform the site supervisor or the assigned COVID-19 Safety Coordinator on site, or facility manager or his or her assigned personnel, so effective measures can be taken to contain and handle any possible contamination.

10. Wearing Gloves

All workers must wear gloves in accordance with B.E.S.T Painting Ltd. rules. Wearing gloves, besides being a safety requirement reduces the likelihood of workers touching their eyes, nose or ears reducing the potential of transmission from contaminated surfaces.

Workers should replace their used gloves frequently with new gloves and launder used gloves, if practicable, with their work clothes to prevent them from becoming potential sources of transmission



11. Project Orientation

The current concerns for COVID -19 makes orientations especially important as a means of communicating with new workers the safety precautions that they must comply with for them to work on this site.

It is also a point for screening workers and asking them questions about their travels and health to verify that they are healthy and not in contravention of any Public Health Authority recommendations.

It is also a moment when we can reassure workers that our project is being managed for their safety, that we are taking COVID – 19 seriously and that the most important thing to us is their health and safety.

The following are changes to the orientation routine:

- Where practical, move orientation outdoors and conduct a verbal orientation – reinforce social distancing.
- If orientations are conducted in a room keep the door secure and post social distancing signage on the door to the orientation room to prevent workers from grouping outside or in the room and waiting. Disinfect used pens, tables, chairs and table after each use.
- Host multiple orientation sessions to avoid violating social distancing.
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Before providing an orientation have workers and visitors complete the Health Questionnaire COVID-19 to verify that they are healthy and fit for work. Workers that are not permitted access according to the questionnaire must be turned away.

- 11. Change in operations - Social Distancing
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In order to respect our Social Distancing Policy the following tasks that would normally be done by two people will now be done by one person.

- Scissor lift operation
- Masking and Sheeting
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Further precautions

- Inside the platform: Maintain social distancing and reduce the number of passengers at any one time. If necessary, mark a space on the deck of the hoist where each worker is expected to stand.
- Load the passengers in order so that they don't need to pass each other in the hoist as they are exiting – this requires organization.
- Passengers to face the outside of the platform to avoid being inside each other's breathing zone.
- Machine Operators are permitted to wear an respiratory protection.
- Machine Operating (call buttons, door handles, etc.) that are routinely touched will be disinfected regularly.



12. Project Radio / Cellphone

- Do not share communication devices. Because radios and cell phones are held close to the mouth to talk, they are a likely source for transmission.

Disinfect radios and cell phones at start of shift and regularly throughout the shift.

13. Stairwells / Scaffold Stair Towers

If workers have only a single means of access to their work areas, they need to observe protocols to prevent them from violating the social distancing. Those may include:

- Calling out and communicating that they have entered the stair and are proceeding up / down and thus warn people to prevent them from entering the stairwell until they have passed.
- Staging outside stair entrances until it is clear for them to enter.
- Stopping outside the social distancing area if they are approaching another worker and discussing how they will pass while maintaining social distancing.

14. Project Offices/Trailers

Project offices and trailers are off limits to people that do not belong in them. The close quarters in a trailer may be a challenge to maintain social distancing. Hold discussion outside where practicable. Make use of vacant offices / trailers to redistribute staff to limit contact. The following applies:

- Crews are told to not have contact with areas used by our client's staff.
- If you must visit an office, facility or trailer - do not touch things - If possible keep your hands in your pockets or to yourself. Anything touched should be disinfected.
- Do not share keyboard or mouse, pens, clipboards or documents.
- Disinfect commonly touched items like door handles, chairs, tables, stair handrails, etc. where these have been used by workers.



5. Lunchrooms

Lunchrooms are places where there is a potential for people to come to contact with each other or contaminated surfaces. The following applies:

- If no signs are posted to remind workers to practice social distancing and hand washing, ask that these be prominently displayed or take other appropriate action to make sure they are.
- Stagger coffee/lunch breaks to reduce the number of workers in the lunchroom at the same time and coordinate with site or facility managers to ensure this is possible.
- Organize chairs and stagger seating arrangement to maintain social distancing or take lunch and coffee outside
- Remove garbage often.
- Clean and disinfect tables, microwaves and other commonly handled items between worker s/ lunch shifts.
- Separate PPE and clothing that is hung up in the lunchroom to avoid touching.
- Workers intending to take work clothing home should place it in a plastic bag and not remove it until it goes into the laundry to be washed – ideally separately.

16. First Aid Treatment

Report workplace injuries to the First Aid Attendant (FAA) or designated Health & Safety Coordinator or on site or facility First Aid office. As a precaution, N95 mask or 1/2 mask respirator, face shield and medical gloves should be worn when treating workers.

If workers are feeling unwell or exhibiting symptoms of COVID -19 they need to inform their CSC ASAP. If they are fit enough to leave the project and arrive home safely, they should go home and follow the Public Health Authorities instructions for reporting self -isolating and treatment. If workers are traveling on public transit or in close contact with others to get to their homes and if available, the worker should be supplied with N95 masks to be worn by them to help prevent any transmission and any due precautions should be taken to ensure the worker is able to return home without risk of transmission to others.