**WHAT IS COVID-19?**

COVID-19 is a lower respiratory tract infection, which means that most of the symptoms are felt in the chest and lungs. If you are exhibiting flu-like symptoms such as fever, cough or congestion:

- Do not come to work
- Contact your supervisor
- Contact your Human Resource Department
- Consult with a medical provider or healthcare professional

**WHAT ARE THE SYMPTOMS?**

According to the CDC, the following symptoms are the most common:
- Fever
- Cough
- Shortness of breath

And may appear 2 to 14 days after exposure.

If you develop emergency warning signs for COVID-19 get medical attention immediately. Emergency warning signs include:
- Difficulty breathing or shortness of breath
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face

This list is not all inclusive. Please consult your medical provider for any other symptoms that are severe or concerning.

**HOW DOES COVID-19 SPREAD?**

- The virus is thought to spread through respiratory droplets.
- Respiratory droplets may be produced through a cough, a sneeze, normal breath or conversation.
- These respiratory droplets may cause viral transmission from person to person when near one another.
- The respiratory droplets may also land on clothing or other objects.
- It may be possible for an individual to contract COVID-19 by first touching a surface or object that has the virus on it and then touching their own mouth, nose or possibly their eyes.
- May transfer from working in close proximity of each other.

**CLEAN YOUR SURFACES**

Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer’s instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against COVID-19 when properly diluted.

Prepare a bleach solution by mixing:
- 5 tablespoons (1/3 cup) bleach per gallon of water or
- 4 teaspoons bleach per quart of water
- Alcohol Solutions—Ensure solution is 70% alcohol

**PERSONAL PROTECTIVE EQUIPMENT**

In addition to current PPE requirements and similar precautions:
- glove use is mandatory on all job sites (remember don’t touch your face)
- storage of personal gear such as jackets, vests and rain gear are not permitted on-site unless stored in a location where contact with individuals is not possible (an infected individual may have left respiratory droplets on their clothing, which could expose others if they touch the clothing).
- use gloves, mask and eye protection when cleaning a suspected infected area.

**CAN COVID-19 SURVIVE ON A SURFACE?**

Scientists investigated how long the virus remained infectious on these surfaces, according to the study that appeared online in the New England Journal of Medicine on 3/17/20.

The tests show that when the virus is carried by the droplets released when someone coughs or sneezes, it remains viable, or able to still infect people, in aerosols for at least THREE HOURS.

On plastic and stainless steel, viable virus could be detected after THREE DAYS.

On cardboard, the virus was not viable after 4 HOURS.

On copper, it took 4 HOURS for the virus to become inactivated.

In terms of half-life, the research team found that it takes about 66 MINUTES for half the virus particles to lose function if they are in an aerosol droplet.

That means that after another 1 HOUR AND 6 MINUTES, three quarters of the virus particles will be essentially inactivated but 25% will still be viable.

**HANDB WASHING BEST PRACTICES**

Wet your hands with clean, running water (warm or cold) turn off the tap and apply soap;
Lather your hands by rubbing them together with the soap;
Be sure to lather the backs of your hands, between your fingers and under your nails;
Scrub your hands for at least 20 seconds.

Need a timer? Hum the “Happy Birthday” song from beginning to end twice;
Rinse hands well under clean, running water;
Dry hands using a clean towel or air drying them.

**EPA APPROVED PRODUCTS LIST TO USE AGAINST COVID-19**


**SOCIAL DISTANCING**

Is maintaining distance from other people.

Staying at least 6’ away from other people lessens your chances of catching COVID-19. That is because when someone coughs or sneezes they spray small liquid droplets from their nose or mouth, which may contain the virus.

**MEETINGS**

- Avoid when possible
- Jobsite—No more than 20 people
- Office—No more than 6 people
- Stagger breaks and lunches
- Conduct meetings in work areas
- Use electronic devices, email, text
- No social or public events

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