

# Nexus Energy Systems Injury and Illness Prevention Program



## Emergency Addendum COVID-19 Prevention

## Employee Training

Training will be provided to employees at the point of hire and throughout their employment as needed. Training material and training points will consist of the latest CDC publications and CalOSHA's COVID19 Prevention training points. At a minimum training will consist of the following:

- Details regarding COVID-19 and how is it spread
- Signs and symptoms of COVID-19
- When you should seek medical attention
- How to prevent the spread of COVID-19 if you are sick
- Company social distancing guidelines
- The importance of washing your hands with soap and water for at least 20 seconds and when an employee should wash their hands.
- Methods of entry for the virus i.e. avoid touching eyes, nose and mouth, etc.
- Covering your cough or sneeze
- Using cleaning and disinfectants properly i.e. reading labels, wearing proper personal protective equipment (PPE), hazard review and steps to minimize harm to employees using those products.

## Management Training

We at Nexus Energy Systems understand that front line management and supervision are key to the prevention of COVID-19. As such, all of those who are charged with supervising the safety of Nexus Energy Systems employees will be trained on the following:

- Company guidelines on Social Distancing and assessments
- Company guidelines on Employee training requirements
- COVID-19 PPE
- Sanitizing requirements of commonly used equipment
- Safe use of sanitizing chemicals
- Signs and symptoms of COVID-19
- Employee screening prior to the start of work and during work
- Protocol for washing of hands
- Jobsite assessment for materials to ensure each crew or job site has the adequate items in place
- Details regarding COVID-19 and how is it spread
- PPE Requirements

## Nexus Energy Systems COVID-19 Prevention Procedures

1. Prior to the start of the shift each employee will have their temperature checked. Should an employee have a temperature reading of 101 degrees Fahrenheit or greater, the employee will be sent home. Should someone be sent home, they will contact (Name of Contact Person) who will then follow up with the employee and advise them to seek medical attention as needed. The employee will then be instructed that they are not to report until they are symptom free.
2. If an employee is not feeling well and is exhibiting symptoms that may be attributed to COVID-19, such as acute respiratory symptoms or a fever, Nexus Energy Systems will do the following:
  - Provide resources including how to seek medical care information
  - If an employee is sent home due to exhibiting any symptoms associated with COVID-19, they will then be asked to seek medical treatment and if those symptoms are related to COVID19, will quarantine for 14 days and will be compensated for the time off through paid sick leave or another vehicle.
  - to exhibiting symptoms associated to COVID-19, Nexus Energy Systems will require the employee to provide a doctor's note attesting that he/she is fit for duty and able to return to work.
3. If informed that an employee tests positive for COVID-19, Nexus Energy Systems will provide notice to health officials in the county/city in which they are working to thus provide company with further guidance. Information includes but is not limited to:
  - The employee's work location, work hours, general and specific work duties, if the employee has traveled to multiple worksites recently with timing, and the last day the employee was at work. Identify who has been in contact with the employee. The employee's name will not be disclosed unless asked to by the health officials.
  - All employees whom may have come in contact with the COVID-19 positive employee will be notified of the positive reading and provided training on identifying the symptoms associated with COVID-19. Employees will also be instructed to notify (Name of Contact Person) should they self-identify any symptoms.
4. Nexus Energy Systems will establish a routine schedule to clean and disinfect common surfaces and objects in the workplace.
5. The process of disinfecting includes providing disinfecting products, any PPE required for their safe use along with review of manufacturer instructions for proper use.

## Procedures for Social Distancing

Social distancing is an effective method that can help stop or slow the spread of an infectious disease by limiting the contact between people. For COVID-19, the recommended distance is at least 6 feet.

Employees will be asked to practice distancing outdoors including, but not limited to the following:

- When working in rows, vineyards, orchards, and/or other outdoor areas
- Before starting the work shift
- After the work shift
- Coming and going from vehicles
- Entering, working and exiting physical buildings or other structures
- During breaks and lunch periods
- When other work activities including using various tools

## Sanitation Practices

- Check restroom facilities frequently and make sure they are clean and sanitary
- Assign an employee to check restrooms, open doors, re-stock toilet paper, clean and sanitize as necessary
- Make sure handwashing areas have plenty of soap, paper towels and that someone is cleaning and sanitizing
- Make sure handwashing supplies are re-stocked regularly
- Assign an employee to serve drinking water and provide appropriate PPE including but not limited to gloves and N95 respirators
- Sanitize water receptacle and spigot frequently

## Additional Prevention Measures to Operations

- Transition into on-line ordering for any direct to consumer sales with outside pick-up or delivery options.
- All non Nexus Energy Systems must be approved before arriving, employees should maintain social distancing from visitors.
- Limit any unnecessary travel from one field to another in vehicles, this includes personal employee vehicles and company provided vehicles, with multiple passengers.
- Eliminate all non-essential and non-related services, such as entertainment activities.

## Updates Log

- Created 4/9/20
- Implemented 4/21/20