



Alberta Roadbuilders and Heavy Construction Association (ARHCA) safety guidelines to limit potential COVID-19 exposure

COVID-19 has changed the way our industry operates. The ARHCA and its members, have developed strategies and contingency plans to deal with the COVID-19 pandemic. We face rapidly changing environments, and in response we are ready and prepared to conduct business, fulfill contracts and continually protect the health and safety of our workers. Please note this list of recommendations is meant as a general guideline only. It will be updated as more information from Alberta Health is available.

The objective of this document is to identify points of hazard for ARHCA Members to consider throughout the COVID-19 pandemic, in order to limit spread if the virus. Companies are encouraged to adhere to the following guidelines, while seeking specific strategies designed for individual work sites.

General guidelines

- Any employee who does not feel well or believes they have been infected with COVID-19 and is displaying symptoms, should **STAY HOME** and do the self-assessment on the [Alberta Health Services website](#).
 - Employees are required to contact their supervisor; HSE Manager; and/or Human Resources. Each employee facing this situation should be regularly contacted with follow-up to monitor their situation.
 - The same process is in place for employees who have been outside of the country and are required to self-isolate prior to returning to work.
 - Employees who are considered “high risk” themselves or have a family member with health issues are encouraged to work from home or reassigned if possible.
- Companies should immediately isolate an employee should COVID-19 symptoms develop and send them home. Symptoms include coughing, fever, sore throat, and difficulty breathing.
- Follow all recommendations and protocols as provided by our Public Health Officials and Occupational Health & Safety, at worksites and in offices.

Working from home

- Identify all positions that could work from home and have equipment and increased system access, etc. to enable as many employees as possible to work remotely.

Education and communication

- Increase awareness about COVID-19, educate your employees, and implement safe work practices and procedures to protect worker health and safety.
- Update employees regularly on current conditions and strategies. Provide regular communications to all employees with updates.
- Ensure clear signage is posted at entry points on construction sites to communicate COVID-19 policies of the site and contractor such as:
 - The sanitization of sites
 - How employees and contractors report illnesses
 - How to ensure physical distancing
 - How work will be scheduled
- Update social media platforms and websites regularly with ongoing works and emerging events.
- Maintain ongoing communication and updates between municipal governments and Alberta Transportation staff.

Workforce/schedules

- Detailed tracking of workers' status on-site and off-site should be kept at all times (e.g., fit to work, sick, off-work for family caring duties, etc.). A list of all quarantined workers should be updated daily and their privacy maintained.
- On-site management crews are advised to work remotely whenever practical. Site office density should be reduced to accommodate social distancing.

Restrict access to sites

- Limit public contact as much as possible. Restrict site access to employees and subcontractors only. Employees of subcontractors must follow COVID-19 protocols.
- Schedule any supply deliveries so safety measures can be put in place.

Site Screening Protocols

- Screening protocols to assess all employees, contractors, visitors and suppliers before they start their shift using the [Alberta Health Services Self-Assessment](#).
- In the event that there is a suspected case, the site supervisor should be contacted immediately and the worker should be isolated from the crew or worksite until further instruction.

Health and safety on site and in the workplace

- Enforce hand washing as much as possible. This includes every time employees arrive on site; come to the office; and before and after consuming food or beverages. Remind workers to avoid touching their faces.
- Encourage workers to maintain social distancing of a minimum of 2 m. Some strategies to encourage social distancing include:

- Staggering break times and lunch times so crews are not all congregated in eating areas at once.
 - Beginning and ending each crew member's shift 5 minutes apart i.e. start first one at 6:15 next at 6:20 and so on. Do the same for shift end.
 - Limiting the number of employees per vehicle. At all times where possible, only the designated operator is permitted within a company vehicle. If there is a requirement to have multiple people in a vehicle, all must sanitize their hands before entering and after exiting (Workers are encouraged to wear masks and safety glasses while in a vehicle).
 - Performing safety meetings or site orientations spaced out or multiple times.
 - Limiting the number of people in trailers, lunch areas, around mobile equipment etc.
 - Encourage workers to wear gloves **whenever** they are out of vehicles and to not touch their face or mouth with gloves on.
 - Continue to source and supply appropriate PPE (face masks, gloves, sanitizer, etc.)
 - Cloth masks can be used as an additional preventive measure when practicing social distancing. Cloth face masks do not:
 - Replace respiratory protection required by legislation
 - Allow workers or trades to stop practicing social distancing.
 - If there is a task that requires workers to be in close proximity, they are required to wear proper PPE (particulate respirators, gloves, eye wear) to limit exposure.
 - Workers should be encouraged to change clothes before they get into vehicle and before they go home.
 - Dispose of gloves and PPE in a safe and appropriate manner. For the removal of disposable gloves, please follow these steps:
 - **Grasp the cuff.** Use the hand that you write with to grasp the cuff of the glove on the other hand.
 - **Pull the glove off** so that it is inside out. Be sure any soiled material stays inside that glove.
 - **Ball up the removed glove** in the palm of your gloved hand. Slide one or two bare fingers inside the other glove. Make sure that the bare fingers don't touch the outside of the glove.
 - **Peel off the other glove.** Pull down with those fingers, peeling off the glove. The first glove will be inside the second glove.
 - **Throw away gloves** in a plastic bag, and wash your hands.
- <https://myhealth.alberta.ca/Health/aftercareinformation/pages/conditions.aspx?hwid=abs2191>
- Do not share office supplies, work equipment or other materials that could transmit the virus. Limit use of common pens for sign in sheet to construction site.
 - Disinfect any materials that must be shared. Avoid transferring of paper where possible.
 - Make sure all surfaces are wiped after each employee has their break.
 - Limit access and use of common-area coffee machines and water fountains.

- Assign specific people to a piece of equipment or tool – each operator to wipe down equipment after use.
- Equipment and tools shall be cleaned and disinfected with provided sanitizers as often as possible. At a minimum disinfecting is to happen at the beginning of shift, anytime an employee enters a piece of equipment or uses a tool for the first time, and before and after eating.
- Install more sinks where feasible in washroom facilities.
- Change out taps, paper towel dispensers and garbage cans to hands-free models.
- Conduct hazard assessment and adjust protocols as necessary.
- Ensure that safety certificates are valid for 6 months. There has been no indication that fall protection or First Aid certification will be extended.

The ARHCA and its Members are committed to sustaining and rehabilitating critical infrastructure and to reducing the economic impact to operations and the communities in which we work. Should you have company specific questions, please contact the company directly.

Other helpful links include:

- Canadian Construction Association [Standardized Protocols for All Canadian Construction Sites](#)
- Alberta Construction Association [Pandemic Planning for the Construction Industry](#)
- Alberta Government [COVID-19 Information for Albertans](#)