

In consideration of employee health and welfare and business continuance during the COVID-19 pandemic, CSI Electrical Contractors is implementing the following precautionary measures:

1. For the health and safety of all employees working for CSI, if you or any employee can answer YES to any of the following questions, we are requiring the employee leave the project site or CSI office and not return until their symptoms are gone for at least 72 hours.
  - a. Do you have a fever?
  - b. Have you had a fever within the last 24 hours? Employees may not return until after the fever has subsided under natural conditions, not medically reduced (Tylenol for example), for a period of no less than 72 hours.
  - c. Do you have a cough?
  - d. Do you have shortness of breath?
  - e. Do you have difficulty of breathing?
  - f. Do you have a sore throat?
  - g. Have you been out of the country within the past 14 days?
  - h. Have you been on a cruise ship within the last 14 days?
  - i. Have you been in close contact with someone with COVID-19 symptoms or who tested positive for COVID-19?
    - Contact your Supervisor.
    - Stay Home for 14 days.
    - Follow Quarantine Guidelines.
    - Watch for symptoms.
  - j. If you develop COVID-19 symptoms or test positive for COVID-19L
    - Contact your Supervisor.
    - Immediately stay home and isolate yourself for at least 7 days, or 3 days after your symptoms are gone, whichever is longer.
    - Take care of yourself (rest, drink plenty of fluids).
    - Seek medical advice.
    - Protect others by isolating yourself.
    - Tell people who were in close contact with you.
2. CSI Electrical Contractors is monitoring the county Health Directives and Orders for every county we are working in the State of California. We will diligently comply with all Directives and Orders issued by the counties, and if there are any uncertainties of the intent of the Directives / Orders, we will contact our clients for clarity.
3. Telecommuting – We are accommodating telecommuting as required and necessary to accommodate Health Directives and Orders as applicable to our employees’ particular job duties and physical ability to work remotely.
4. In the event an employee reports possible contact or exposure to a person confirmed to have COVID-19, they are to immediately notify their immediate supervisor, who will notify the Health Team. Our HR Department will initiate and manage all necessary protocols regarding notification of essential team members and public agencies as required. The employee will be required to leave the project site / regional office immediately and self-quarantine for 14 days.

5. We will restrict all in-person meetings to ten (10) or less people at a time (Or fewer as otherwise directed by local / county / state Health Departments).
6. We are prohibiting all non-essential business travel.
7. At jobsites, we are requiring the weekly tailgate meetings be held utilizing the six foot “social distancing” rule.
8. Our Safety department will evaluate the number of hand wash stations at our sites and, if necessary, for improved hygiene, we will add additional hand wash stations as determined appropriate.
9. We are requiring all employees, office and field, to maintain a safe social working distance (six (6) feet) to the extent feasible.
10. We are continuing to monitor local, state and federal guidelines and will continue our communication as necessary and as additional guidelines are issued.
11. In accordance with the most recent orders, if an employee tests positive for COVID -19 CSI will take the following measures:
  - a. Require the employee to stay home and isolate themselves for at least 7 days, or 3 days after their symptoms are gone, whichever is longer.
  - b. CSI will evaluate whether the employee can work from home provided their job allows such work and they are physically able to perform their job duties.
12. If an employee comes into contact with a confirmed case of COVID -19, we will take the following measures.
  - a. The employee that came into contact with a confirmed case will be removed from the field and all company offices and be required to self-quarantine for 14 days.
  - b. As noted above, CSI will take guidance from the local health department on specific additional steps we may need to employ on the project site or other company office.
13. Emergency protocol and contact information.
  - a. In the event of an emergency, we are asking our affected employees to contact:
    - Their immediate supervisor
  - b. In the event of an emergency, we are asking Supervisors to contact:
    - The Health Team, [healthteam@csielectric.com](mailto:healthteam@csielectric.com)