

I. Purpose

This document is a general overview of Energy Wind & Renewables review of the various world health organization's guidelines regarding Covid-19 or Coronavirus. This document will be updated regularly as information is learned and prevention methods improved. The long-term success to eliminate the coronavirus requires the participation of all parties to play a role in stopping the spread of this disease to ensure that our employees and their families are kept safe.

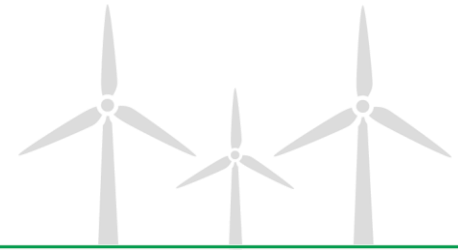
II. Understanding how COVID-19 spreads

When someone who has COVID-19 coughs or exhales they release droplets of infected fluid. Most of these droplets fall on nearby surfaces and objects - such as desks, tables or telephones. People could catch COVID-19 by touching contaminated surfaces or objects – and then touching their eyes, nose or mouth. If they are standing within one meter of a person with COVID-19 they can catch it by breathing in droplets coughed out or exhaled by them. In other words, COVID-19 spreads in a similar way to flu. Most persons infected with COVID-19 experience mild symptoms and recover. However, some go on to experience more serious illness and may require hospital care. Good hygiene practices and social distancing are the best means of reducing your potential of contracting COVID-19. Hand washing with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. Sanitizers do not get rid of all types of germs.

III. Monitoring & Isolation

a. Self-Monitoring

- i. You have no symptoms and a history of possible exposure to the virus that causes Covid-19 in the last 14 days
- ii. You are able to monitor yourself for 14 days for one or more symptoms (fever, cough, difficulty breathing) of Covid-19
- iii. You may go about your day but avoid crowded places and increase your personal space from others whenever possible
- iv. You need to self-monitor if you have reason to believe you have been exposed to a person with Covid-19 or you are in close contact with older adults or medically vulnerable people or you have been advised to self-monitor for any reason by the provincial or local health services
- v. If you develop symptoms, isolate yourself immediately from others and use the local online assessment tool as soon as possible and contact by phone your local health



services for direction. If symptoms are not severe remain in isolation and continue to contact the local health services or hospital by phone for direction

b. Self-Isolation

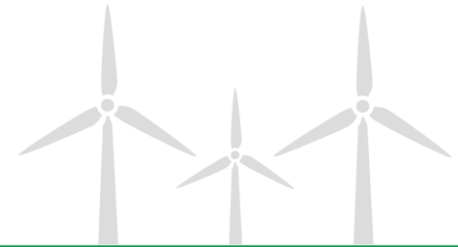
- i. You have no symptoms and a history of possible exposure to the virus due to travel outside of the country or close contact with a person diagnosed with Covid-19
- ii. You have a means to stay at home and monitor yourself for symptoms (fever, cough, difficulty breathing), even if mild, for 14 days
- iii. You can avoid contact with other people to help prevent the spread of the disease in your home and in your community in the event you become symptomatic
- iv. You can self-isolate if you have travelled outside the country within the last 14 days or the provincial or local health services has identified you as a close contact of someone diagnosed with Covid-19

c. Isolation

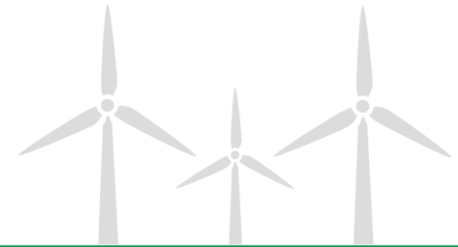
- i. You have symptoms, even if mild and you have been diagnosed with Covid-19 or are waiting for the results of a lab test for Covid-19
- ii. You are isolated and must stay home until your provincial or local health services advises you that you are no longer at risk of spreading the virus to others
- iii. You must avoid contact with other people to help prevent the spread of the disease in your home and in your community, particularly people at high risk of severe illness outcomes such as older adults or medically vulnerable people
- iv. You need to isolate if you have been diagnosed with Covid-19 or you are waiting to hear the results of a lab test for Covid-19 or you have been advised to isolate at home for another reason by the provincial or local health authorities
- v. If your symptoms get worse, immediately contact the provincial or local health authorities and follow their instructions. Do not leave your home unless symptoms become severe or you are instructed to do so.

IV. Responsibilities

- a. The lead Covid-19 coordinator shall be identified at the start of each project and ensure that all items in the attached table are reviewed and acted on to assist in prevention and mitigation of the virus.
- b. EWR will work with the client or owner to implement site wide policies and controls.
- c. All employees have the responsibility to alert project management if they suspect or know of a person having Covid-19 has entered the construction area. The area will be quarantined until an investigation has been completed and if cleaning and sanitization is required.



- d. Each EWR sub-contractor will provide an on-site contact for Covid-19 implementation and compliance requirements and will follow the more stringent policies and procedures for the duration of the project.
- e. Each project will be evaluated to determine if additional support staff are needed to ensure compliance to the attached table requirements as well as provincial and national (state & federal) guidelines.
- f. Until government agencies downgrade the pandemic, Covid-19 will be a topic of the Daily Plan Of The Day (POD) with updates from local communities that effect ongoing projects. Sources of information must be accurate and from local health agencies to avoid misinformation and potential panic in the workforce (potential for mental health concerns). Any urgent information provided by unconfirmed sources must be verified by the Covid-19 coordinator as soon as reasonably possible and updated to employees.
- g. Updated information, site rules and policy changes will be provided to visitors through the site safety orientations and questionnaires.
- h. Standard hygiene methods will be provided to all employees and monitored for compliance:
 - i. Pre-screening questionnaires
 - ii. Pre-employment medicals
 - iii. Random inspections / temperature checks
 - iv. Confidential reporting line investigations
 - v. Employee responsibilities in segregation of groups to prevent or control potential exposure
 - vi. Regular cleaning and sanitization of shared equipment, tooling, vehicles, restrooms, etc.
 - vii. Cleaning and disinfectant supplies will be provided and placed in vehicles as a standard requirement.
 - viii. Site Emergency Response Plans (ERP) must include procedures on identifying, temporarily confining and removing potentially infected workers from the project site.
 - ix. Covid-19 warning signage and guidelines will be posted at the site entrances, job trailers and common field locations.
 - x. Employees not following site requirements will be disciplined as per EWR policy.
 - xi. All employees are responsible for following the standard preventative measures:
 - 1. Daily pre-work self-check, any change in temperature or feeling ill requires employees to notify their supervisor and not report for work (stay home). Coming to the site may or will expose co-workers if the employee is infected.
 - 2. Employees displaying symptoms of seasonal allergies, common cold or the swine flu must follow up with local health agencies to confirm symptoms are not Covid-19 prior to reporting to site. In addition, employees must monitor their condition daily for changes and return to local health agencies as directed if symptoms change and provide a physicians note or clearance for return to work prior to returning.



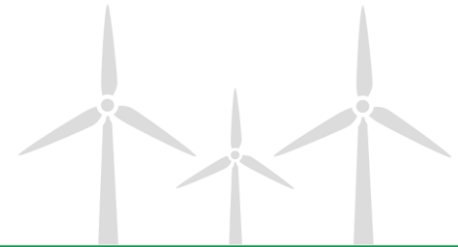
3. Whenever possible maintain social distancing and do not interact with other crews, remain in your designated groups to prevent unnecessary exposure.
4. Use standard hygiene methods & practices with frequent hand washing and hand sanitizer when wash stations are not readily available. Avoid touching any parts of your face with your hands.
5. If you must cough, cover your mouth using your elbow and wash your hands afterwards.

V. Pre-Entry Screening

- a. The Covid-19 coordinator will track new employees to the project, employee rotation and visitors to site.
- b. Provincial and national (state & federal) requirements must be checked regularly and government requirements followed with site questionnaires updated to reflect any changes.
- c. Prior to an employee starting work at site, the screening questionnaire will be completed.
- d. All visitors will complete the screening questionnaire before entering site.
- e. Anyone who has travelled from out of country must self-quarantine for 14 days or provide medical testing documentation that the person does not have the virus. (If medical testing is available through local health services)
- f. Employees returning from time off, holidays, rotations must self-quarantine for 14 days or provide medical testing documentation that the person is not infected with Covid-19.
- g. Employees not reporting for work due to an illness will contact the Covid-19 coordinator to inform them of their reason for being absent from work and any symptoms. The employee may be requested to provide a physician's note prior to returning to work if any of the standard covid-19 symptoms are experienced or to ensure no concerns from their employer or co-workers.
- h. Visitors to the site must maintain social distancing and practice standard good hygiene practices while on the project. Any non-compliance will result in immediate removal from site.
- i. Employees must understand that social distancing and avoiding public places (restaurants, coffee houses, grocery stores) will reduce the potential of contracting covid-19, so when outside the work environment plan your activities wisely.

VI. Emergency Response

- a. EWR management will identify critical positions (i.e. PM, CM, Main Crane OE's) and implement additional segregation methods and contingency measures to ensure these positions have the highest safeguards in place to ensure business continuity.
- b. Each project site will have an area identified for isolation for anyone showing symptoms of the virus. PPE will be placed at this location for the employee and the Covid-19 coordinator to



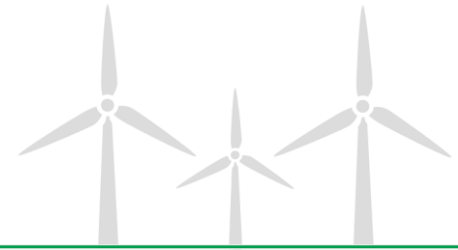
- evaluate the employees' condition. Transportation to remove the employee from site while protecting the driver will be used or local health authorities will be contacted for instructions.
- c. If the employees' symptoms are confirmed, the person will be directed to call the local health authority prior to seeking medical attention for instructions and remain in isolation.
 - d. Following removal of the person from the field location, their steps shall be traced back to the start of the shift and affected areas shall be cleaned and sanitized. Anyone who has been in direct contact with an employee suspected of being infected will be isolated and removed from site for self-isolation until test results of potentially infected person is known.
 - e. Prior to the employee returning to site, they will provide a negative test result for covid-19.
 - f. An investigation report will be conducted to determine who the potentially infected employee had been in direct or indirect contact with and if isolation and medical examinations are required for co-workers or site personnel. Persons who were in direct contact with the suspected infected employee will be directed to self-isolate until results are known. If medical tests have a positive result, employees in contact with the effected employee will be tested for the virus.
 - g. In the event of a project shutdown follow the site safe shutdown plan and identify a recovery plan with all stake holders. Project shutdown may be directed by site owner, client or government officials.

VII. Cleaning / Decontamination Schedule

- a. Common areas shall undergo deep cleaning daily (office/trailer areas desks, phones, keyboards, washrooms)
- b. Portable washrooms will be cleaned daily as well as following crew relocation to the next task location (turbine site).
- c. Shared tooling and equipment will be cleaned daily (telehandlers, skid steers, impact guns, radios, tension and torque equipment)
- d. Cleaning and sanitizing will be included with the Field Level Hazard Assessment to identify where additional cleaning is needed and who's responsibility if falls under
- e. Always refer to SDS/MSDS information sheets regarding safe handling requirements.
- f. Typical disinfection solutions are:
 - i. Alcohol solutions with at least 70% alcohol
 - ii. Bleach – 5 tablespoons (1/3rd cup) per gallon of water or 4 teaspoons bleach per quart of water

VIII. Preparation Of Daily Restart Of Work / Second Shift

- a. Each project shall establish a plan to provide for social distancing to separate crew interaction to limit the potential for employee contact in the event of an exposure.



- b. Stretch and bend, POD Plan of the Day and other group activities shall be modified to minimize group sizes and maintain safe distances when group activities cannot be avoided.
- c. COVID-19 prevention measures, signs and symptoms and elements of this overview shall be discussed during the daily pre-task planning meetings.
- d. Higher risk groups (up tower crews, rotor / in hub tasks) shall understand the risks of working with proximity to one another and emphasize caution and care for fellow crew members in limiting exposure on and off the project.
- e. The covid-19 coordinator shall ensure that there is a supply of protective equipment, wash stations, cleaning and sanitization supplies and checklists of personnel are in sufficient supply and readily available

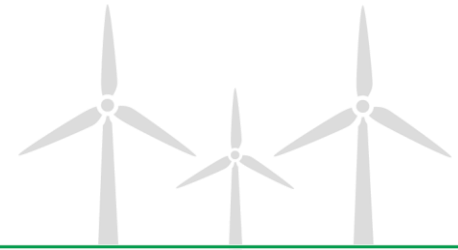
IX. Communication During Work

- a. Crews will be organized with the minimum reasonable number of personnel to minimize the number of people potentially infected in the event of an exposure
- b. If communication is required between crews, it shall be done by the supervisor or lead hand via radio or cell phone or verbally at a minimum distance of 6ft.
- c. Where very small/critical teams exist, they should be broken into managed sub-crews so that continuity of the schedule can be maintained.
- d. Workers who must be at the jobsite shall maintain strict spacing and not to gather in shared spaces (i.e. tool crib, re-fuel areas, laydown start or shift change)

X. Face-To-Face Meetings

- a. Minimize management face-to-face meetings and conversations using online tools such as Microsoft Teams, Skype or phone calls.
- b. If meeting in person with visitors, complete the screening questionnaire and follow the steps listed in this overview.
- c. Limit gatherings to individual crews and separate key positions (i.e. main crane operators)
- d. Use only assigned equipment whenever possible and do not share with others (i.e. laptops, workstations)
- e. Remove seats from meeting rooms to create greater distances of 6ft or more.
- f. If catering is provided, it will be only packaged food and sealed bottles. Use disposable cutlery and cups. Consider food choices to avoid eating with hands.
- g. Wash hands frequently with soap and water at regular intervals throughout the day.
- h. Follow standard good hygiene practices provided by government health agencies.

XI. Goods Reception / Deliveries



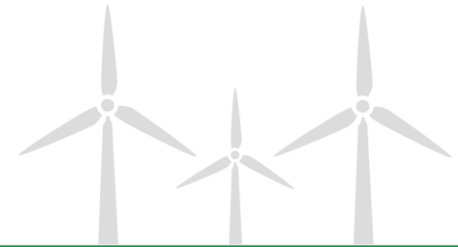
- a. Personnel receiving goods / deliveries shall have the proper protective equipment available to them until cleanliness is determined or sanitization of goods are completed.
- b. Offload equipment shall be cleaned daily or at the start of each shift and again if materials or objects warrant cleaning.
- c. Park delivery vehicles in designated locations, wait for offload personnel to arrive and keep at least 6ft aware from the delivery personnel. Use disposable gloves to handle and sign delivery slips if required. Keep delivery drivers with their vehicles and do not allow them to wander around to minimize exposure of off-site personnel with onsite employees.
- d. Passengers must remain in delivery vehicles or follow the instructions of the site personnel if washrooms or other facilities must be accessed.

XII. Commuting

- a. Management personnel and employees in key positions should travel on their own to and from site. Exercise caution when dealing with the public or using public facilities (gas stations, restaurants)
- b. Employees travelling together or carpooling must understand that they must daily or pre-shift self-check before entering a shared vehicle to ensure that any one member of the crew does not infect other members. Crews may not travel or carpool with other crew members (cleaners travelling with offload, etc.) as this can increase the potential for exposure.
- c. If using public transportation use standard PPE (gloves, masks, avoid contact with objects, wash hands before and after use travelling)

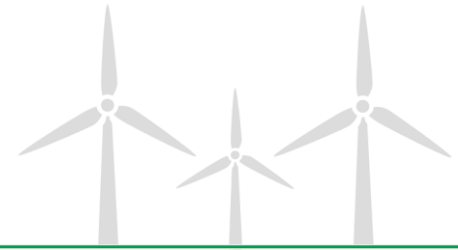
XIII. Waste Disposal

- a. Follow standard biological waste handling procedures for disposal of PPE for anyone suspected of being infected.



Pre Project-Planning

- Considerations should be given to:
 - Establish a senior management contact list as early as possible (government ordered shutdowns, sharing community alerts, known exposure events)
 - Create a project website or webpage to post notifications, alerts and follow up on suspected cases for project personnel to access for information
 - Create a safe shutdown plan in the event of a government directed work stop order or site outbreak condition
 - Identify early on local medical services available for pre-employment medical screening or testing of Covid19
 - Reach out to local health services on plans for outbreaks in the local community where the project will be based
 - Create a contingency and business continuity plan with support personnel available to take on project roles to maintain or minimize the effect to the schedule
 - In addition to planning for Covid19, plan for mental health and social consequences and have support services available through local or telehealth programs.
 - Arrange Covid19 warning signage for project start up, general considerations and warnings that persons will have their information shared with local EMS and face removal from site and future projects for failure to report symptoms.
 - Review the possibility of creating a camp living environment near site or outside town to limit the interaction between the local community and the project work force, with controlled access
 - When reviewing local temporary accommodations attempt to reserve floors or levels to separate the workforce from the general public.
 - Plan for a separate site trailer where someone can self-isolate if they display or feel symptoms and review transportation methods for removing them from site
 - Establish a confidential reporting line for employees with concerns on other employees or site hygiene conditions
 - Coordinate with all contractors a video or tele conferencing system to assist with:
 - Conducting the POD / Plan Of The Day by Microsoft Teams or Skype or similar video conferencing to limit contact between groups
 - Manual page turn reviews
 - Site wide stand down or incident review
 - Design of the site laydown – separating contractors more and providing separate bathroom facilities and remote handwashing stations
 - Segregate crews, equipment and tooling to minimize the potential for contamination
 - Set up a site wide radio frequency, separate from a standard emergency channel to host safety meetings or provide safety topic and / or incident review packages for individual crew rollout



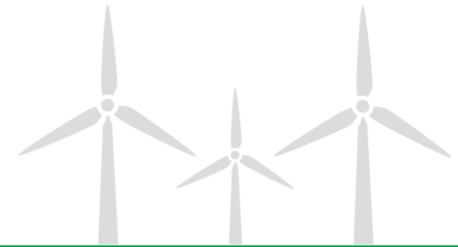
- Have a sufficient supply on hand of surgical masks or N95 masks for anyone showing signs of respiratory symptoms and personnel to investigate and transport personnel off site
- Track employee personal information to forward to health authorities in the event of a person showing symptoms or group exposure occurs that contact information can be provided.

Pre-Screening (Prior to travelling)

- EWR will contact the employee prior to travel and complete the Covid-19 questionnaire
- Identify employees with higher risk conditions i.e. age, respiratory illness / heart & lung disease, diabetes
- Prior to travelling employees should self-monitor their vitals so they have a baseline for comparison i.e. temperature readings (inexpensive oral thermometer)
- Review the employee's present location (if out of province) and current provincial and national (or state / federal) requirements for travelling
- Crane operators coming from outside Canada will need to self-isolate as per provincial requirements or complete clearance testing if available
- Complete the questionnaire by phone that the employee has not been exposed to anyone with Covid19, has not recently travelled abroad and feels well.
- Review the travel options with the employee which provide the least direct contact with others
 - Air – direct flights
 - Ground – personal vehicles (not public or busing transportation)
- General travelling precautions: use gloves, follow social distancing, only consume packaged food and beverages, and follow proper hygiene practices of handwashing, carry small approved sizes of hand sanitizer. If travelling by public means, then conduct a follow up questioning.
- Do not provide the employee the site address and instruct not to come to site until authorized by management

Follow Up Screening At Local Community

- Management to monitor the employee's travel plan with daily check in.
- Follow provincial travel requirements if self-isolation is required prior to starting work
- Participate in local medical pre-screening and obtain a fitness for work authorization (if available in the project area)
- Prior to the employee being given the site address the medical authorization or completed questionnaires will be confirmed along with anyone the employee is travelling with
- Employee will be provided the site address and sign in location and instructed not to deviate from the designated travel route



Pre-Start Up Inspections

- Cleaning and sanitation supplies shall be on hand with management prior to arrival on site
- All trailers will be inspected and sanitized prior to use
- All surfaces, tooling, and equipment will be cleaned prior to use
- Crews will coordinate daily meeting areas
- Trailers will have sign in / out tracking sheets

On Site Orientation

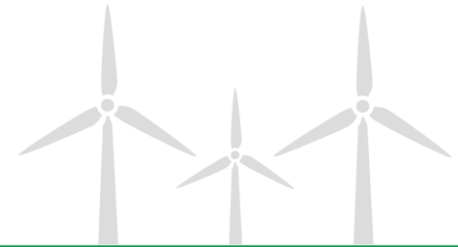
- Employees will sign in when entering office trailers to track their daily path
- Employees new to the project will complete the EWR Safety Orientation
- Employees will complete the project site safety orientation
- Reinforce segregation of tooling, equipment and crews which will minimize contamination if someone is infected or showing potential signs of infection
- Fitness for duty means eating properly, getting enough rest at night and following prescribed medications. Ensure your team / co-workers are aware of your habits and pre-existing conditions and medications.

Project Specific Training (Team1 WAH/Hub Rescue)

- Facilities chosen for training will be confirmed sanitized prior to use. (Typical building and table surfaces in addition to PPE that may require sharing or re-use)
- Prior to training, have students provide pre-screening documentation
- The instructor should follow social distancing and whenever possible request a student with prior experience to provide the hands-on demonstration, but due to the practical training involved the students will need to operate in pairs.
- On completion of training sanitize PPE and wash hands prior to leaving the training facility and self-check daily and report any symptoms

Tool Crib / Tool Stores

- Crew supervisors will need to prepare a list for the tool crib supervisor to reduce employees gathering



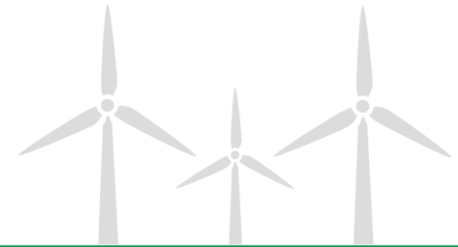
- The tool crib will post signage to limit the number of workers requesting materials and tooling and monitor to ensure employees are following site requirements or notify management
- Tool crib will clean and sanitize tooling before returning it back into stores and maintain stock on sanitizing solutions and cleaning products

Field Crews – Offloads, Nacelle Prep, Hub/Blade Prep, Top-out, Crane Move, Electrical, Cleaning and MCC

- As early as possible following mobilization the crews will be identified and segregated
- Designated crew vehicle and parking areas will be established to reduce crew interaction and maintain social distancing at shift start and changeover
- Main erection crane operators will follow social distancing in regard to their erection crews. Each operator will clean and sanitize their crane cab at the end of each shift and make note in the handover.
- Whenever possible crews will keep the same driver / operator and use assigned seating to ensure self-check and cleaning of individual positions are performed regularly
- Teams for nacelle and hub work shall be maintained and conduct handwashing before and after their tasks, as well as tool sanitizing on completion of the work. Work gloves shall be utilized when handling tooling and moving / changing positions inside the components.
- Crews will assist in identifying areas of concern to continually improve the prevention methods on site of eliminating exposure

Non EWR Scope of Work

- In order to minimize the potential for exposure, EWR will practice distancing from other contractors such as civil contractors, component delivery contractors (offloads) and similar. Other contractors will have to complete the majority of their scope of work prior to EWR moving into an area. FLHA's will be completed taking employee distance and other contractor personnel in the area in to consideration.



Reference Sites:

COVID-19 or Coronavirus

<https://www.who.int/docs/default-source/coronaviruse/getting-workplace-ready-for-covid-19.pdf>

<https://www.ccohs.ca/oshanswers/diseases/coronavirus.html>

<https://www.osha.gov/SLTC/covid-19/>

<https://myhealth.alberta.ca/journey/covid-19/Pages/COVID-Self-Assessment.aspx>

Mental Health

<https://www.cdc.gov/coronavirus/2019-ncov/prepare/managing-stress-anxiety.html>

<https://www.albertahealthservices.ca/amh/Page16759.aspx>