

## 1. Contact Information and Location

Company: Tribal Government of St. Paul

Contact: Patrick Baker

ph: (907) 223-8754

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Company: Central Environmental, Inc.  
229 E Whitney Road  
Anchorage, AK 99501

Contact: Caleb Moffitt

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Email: [caleb@cei-alaska.com](mailto:caleb@cei-alaska.com) s

Essential Traveler:

Kenneth Bishop  
Benjamin Dufour  
Thomas Halliday  
Michael Knowles

Work Location: Saint Paul Island, Alaska

Project: Remove Asbestos and Prepare for Shipment

- a) Aleut Community Store – Upstairs Pipe Insulation
- b) Aleut Community Store – Downstairs Boiler Insulation
- c) Houses – Roofs Only HS122, 130, 134, 139, 142

Facility Purpose: Asbestos Abatement

Travel: Security Air Charter

Ref: City of Saint Paul Emergency Ordinance 20-93, State of Alaska Emergency Travel Order.

## 2. Worker Screening

- a. Personnel will notify management if they exhibit any symptoms including fever, shortness of breath, cough, chills, sore throat, muscle pain, headache, or any new loss of smell or taste.
- b. A “City of Saint Paul Alaska COVID-19 Travel Form” will be completed by each person expected to travel. Form will be submitted to the City of Saint Paul for approval.
- c. Personnel will obtain a COVID-19 test and obtain negative test results within 72 hours of proposed travel.

- d. Personnel will self assess on a continuous basis, and notify management and the clinic by phone if any symptoms are exhibited.

### 3. Travel

- g. Personnel shall maintain social distancing 6-foot guidelines, and as much as practical on airplanes and vehicles during transit.
- h. Personnel shall wear a mask when in enclosed spaces including buildings, planes, and vehicles, or other times when social distancing 6-foot guidelines cannot be met.
- i. Personnel shall maintain standard personal hygiene and wash hands frequently.

### 4. Self-Quarantine

- j. Personnel will be housed in community provided housing that meets self-quarantine requirements and is fully stocked to allow for cooking and sleeping on-site.
- k. Personnel shall maintain standard personal hygiene, wash hands frequently, and endeavor to practice respiratory etiquette including covering coughs and sneezes.
- l. Personnel will not enter private homes, or public/private facilities during their 14-day quarantine period.
- m. Personnel will self assess on a continuous basis, and notify management and the Saint Paul Health clinic by phone if any symptoms are exhibited.
- n. Groceries, if required, during 14-day quarantine period shall be ordered from the Aleut Community of Saint Paul Store by phone at (907)546-2209 for delivery to provided housing.
- o. Gas, if required, for community supplied vehicle will be obtained by calling Saint Paul Gas Station to arrange for a scheduled time to have the vehicle filled by staff with personnel remaining in the vehicle.

### 5. Workplace Protective Measures

- p. Personnel will limit their travel on Island during their 14-day quarantine period to: Travel between provided housing, during working hours, in community provided vehicle to project sites: Aleut Community Store – Pipe Insulation Upstairs Along North Wall (Store will be vacated when pipe asbestos is removed upstairs along north wall), Aleut Community Store – Furnace Asbestos Downstairs (downstairs will be vacated when boiler asbestos is removed), HS 122, 130, 134, 139, & 142.
- q. Provided vehicle for work travel shall be wiped down each morning prior to use with clean warm soapy rag prior to use, including any interior or exterior surfaces that are normally touched.
- r. Personnel shall maintain social distancing 6-foot guidelines. Personnel shall wear a face mask when social distancing 6-foot guidelines cannot be met at the work site. Interaction with other workers shall be limited as much as possible during 14-day quarantine period.
- s. Reusable face masks shall be washed in hot water after each day's use, disposable masks

shall be disposed of in accordance with local requirements.

- t. Work tools and Equipment shall be cleaned after each day's use.

6. Procedures for Personnel who Become Ill

- u. If personnel determine they have one or more symptoms, they shall stay, or return to provided quarantine housing, and notify management and the Saint Paul Health Clinic.
- v. Treatment shall be in accordance with the on-call Saint Paul Health Clinic health professional.
- w. Management shall immediately notify City Manager of personnel status.
- x. Personnel shall be moved to an appropriate treatment location, if necessary, as determined by the on-call health professional at the Saint Paul Health Clinic.
- y. Personnel shall be medevac'd, if required by on-call health professional to Anchorage for treatment.
- z. If personnel are medevac'd, replacement of required on-site personnel will be assessed and other options proposed as required.

Submittal to: City of Saint Paul

Date: July 11, 2020

Approved By:



Date:

July 11, 2020

Approved By:



Date:

July 11, 2020





### COVID-19 WORKSITE MANAGEMENT PLAN

Project Name: St Paul, AK Asbestos Abatement and ACM Cleanup  
 Project Location: Aleut Community Store and Houses HS122, 130, 134, 139 and 142  
 Owner: Tribal Government of St. Paul  
 Contract # 14184

**Emergency Contact Information:**

Stuart Jacques, President	907 561-0125 907 748-7713 (Cell)
Regional Superintendent:	
Caleb Moffitt	907 841-4554
Foreman:	
Ben Dufour	207 542-3889
Hospital: St. Paul Health Center	1000 Polovina Turnpike, St Paul, AK 99660
Hospital Address:	1000 Polovina Turnpike, St Paul, AK 99660
Phone	911
Ambulance	911
Fire	911
Police	911
Hospital	(907) 546-8300

### Reporting Matrix

Employees should report any signs or symptoms of illness directly to your supervisor on-site.

On-site supervisory personnel should promptly report information to their direct supervisor or Regional Superintendent will then be tasked with reporting information to CEI’s corporate offices.

### Preparing the Workplace for and performing operations during a COVID-19 Outbreak

Central Environmental, Inc. has considered how best to decrease the spread of COVID-19 and lower the impact in our workplace. This includes activities in one or more of the following areas:

**ANCHORAGE**

229 E Whitney Rd  
Suite 200  
Anchorage, AK 99501  
907 561 0125

**FAIRBANKS**

1301 Well Street  
Fairbanks, AK 99701  
907 456 1153

**NEVADA LICENSES**

5980 West Cougar Ave  
Las Vegas, NV 89139  
702 362 5470  
NV #0063926 NV#0047441

**CALIFORNIA LICENSES**

California Licenses #507052

- a. reduce transmission among employees,
- b. maintain healthy business operations, and
- c. maintain a healthy work environment

#### Reduce Transmission Among Employees

#### **Educate employees about how they can reduce the spread of COVID-19:**

- Employees can take steps to protect themselves at work and at home. Older people and people with serious chronic medical conditions are at higher risk for complications.
- Follow the policies and procedures of your employer related to illness, cleaning and disinfecting, and work meetings and travel.
- Stay home if you are sick, except to get medical care. Learn what to do if you are sick.
- Inform your supervisor if you have a sick family member at home with COVID-19. Learn what to do if someone in your house is sick.
- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash and immediately wash hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer containing at least 60% alcohol. Learn more about coughing and sneezing etiquette on the CDC website.
- Clean AND disinfect frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, and doorknobs. Dirty surfaces can be cleaned with soap and water prior to disinfection. To disinfect, use products that meet EPA's criteria for use against SARS-CoV-2<sup>external icon</sup>, the cause of COVID-19, and are appropriate for the surface.
- Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Practice social distancing by avoiding large gatherings and maintaining distance (approximately 6 feet or 2 meters) from others when possible.

#### **Actively encourage sick employees to stay home:**

- Employees who have symptoms (i.e., fever, cough, or shortness of breath) should notify their supervisor and stay home.
- Sick employees should follow CDC-recommended steps. Employees will not be allowed to return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers and state and local health departments.
- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow CDC recommended precautions.

### **Identify where and how workers might be exposed to COVID-19 at work:**

- Be aware that some employees may be at higher risk for serious illness, such as older adults and those with chronic medical conditions. Minimize face-to-face contact between these employees or assign work tasks that allow them to maintain a distance of six feet from other workers, customers and visitors, or to telework if possible.

### **Separate sick employees:**

- Employees who appear to have symptoms (i.e., fever, cough, or shortness of breath) upon arrival at work or who become sick during the day should immediately be separated from other employees, customers, and visitors and sent home. Designate an isolation area at each office or site for those that begin to exhibit symptoms or feel ill at work until we are able to coordinate transport to their home or health care provider. Designate a path to the isolation area. Ensure that all employees maintain at least 6 feet distance from the ill employee until they leave the facility.
- Immediately following removal of the ill employee, perform a sanitization of the isolation area and surfaces potentially impacted by the employee.
- If an employee is confirmed to have COVID-19 infection, inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). The fellow employees should then self-monitor for symptoms (i.e., fever, cough, or shortness of breath).

### **Maintain Healthy Business Operations**

**Identify a workplace coordinator (manager or foreman with authority to take action)** who will be responsible for overseeing COVID-19 issues for CEI and their impact at the workplace.

### **Implement flexible sick leave and supportive policies and practices.**

- Ensure that sick leave policies are consistent with Families First COVID-19 Response Act and that employees are aware of and understand these policies.
- Maintain flexible policies that permit employees to stay home to care for a sick family member or take care of children due to school and childcare closures.
- Review human resources policies to make sure that policies and practices are consistent with public health recommendations and are consistent with existing state and federal workplace laws.

**Assess your essential functions** and the reliance that others and the community have on your services or products: We reviewed the definition of critical business functions that apply to the CEI's operations. For example, most of the work that CEI is currently performing is supporting the U.S.

Government or a contractor to the U.S. Government, providing housing construction, public works construction or other commercial construction which has been deemed “Essential Services”.

- We are prepared to change our business practices if needed to maintain critical operations (e.g., seek alternative suppliers, prioritize existing customers, or temporarily suspend some operations if directed).
- We have sought out alternate supply chains for critical goods and services. Some goods and services may be in higher demand or unavailable.

**CEI will operate if absenteeism spikes** from increases in sick employees, those who stay home to care for sick family members, and those who must stay home to watch their children if dismissed from childcare programs and K-12 schools.

- We plan to monitor and respond to absenteeism at the workplace.
- Implement plans to continue our essential business functions in case we experience higher than usual absenteeism.
- Cross-train employees to perform essential functions so the workplace can operate even if key employees are absent to the extent possible.

**Policies and Practices for social distancing.** Social distancing will be implemented as recommended by state and local health authorities. Social distancing means avoiding large gatherings and maintaining distance (approximately 6 feet or 2 meters) from others when possible (e.g., breakrooms and work sites).

Maintain a healthy work environment

**Consider improving the engineering controls using the building ventilation system where applicable.** This may include some or all of the following activities:

- Increase ventilation rates.
- Increase the percentage of outdoor air that circulates into the system.

**Support respiratory etiquette and hand hygiene for employees, customers, and worksite visitors:**

- Provide tissues and no-touch disposal receptacles.
- Provide soap and water in the workplace. If soap and water are not readily available, use alcohol-based hand sanitizer that is at least 60% alcohol. If hands are visibly dirty, soap and water should be chosen over hand sanitizer. Ensure that adequate supplies are maintained.
- Place hand sanitizers in multiple locations to encourage hand hygiene.
- Place posters that encourage hand hygiene to help stop the spread at the entrance to your workplace and in other workplace areas where they are likely to be seen.
- Discourage handshaking – encourage the use of other noncontact methods of greeting.

- Direct employees to visit the coughing and sneezing etiquette and clean hands webpage for more information.

**Perform routine environmental cleaning and disinfection:**

- Routinely clean and disinfect all frequently touched surfaces in the workplace, such as workstations, telephones, handrails, and doorknobs, hand and power tools, interiors of construction equipment and vehicles, break rooms, restrooms and temporary living quarters. Ensure bedding and clothing are laundered in the hottest water possible.
  - If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
  - For disinfection, most common EPA-registered household disinfectants should be effective. A list of products that are EPA-approved for use against the virus that causes COVID-19 is available always follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
- Discourage workers from using other workers' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Provide disposable wipes so that commonly used surfaces (for example, doorknobs, keyboards, remote controls, desks, other work tools and equipment) can be wiped down by employees before each use.

**Perform enhanced cleaning and disinfection after persons suspected/confirmed to have COVID-19 have been in the facility:**

- If a sick employee is suspected or confirmed to have COVID-19, follow the CDC cleaning and disinfection recommendations.

**Advise employees before traveling to take additional preparations:**

- Check the CDC's Traveler's Health Notices as well as State and Local notices for the latest guidance and recommendations for each location to which you will travel. Follow **CEI's accepted COVID-19 Pandemic Action travel plan submitted to State of Alaska DHHS on April 2, 2020.**
- Advise employees to check themselves for symptoms of COVID-19 (i.e., fever, cough, or shortness of breath) before starting travel and notify their supervisor and stay home if they are sick.
- Ensure employees who become sick while traveling that they should notify their supervisor and promptly call a healthcare provider for advice if needed.

**Take care when attending meetings and gatherings:**

- Carefully consider whether travel is necessary.
- Consider using videoconferencing or teleconferencing when possible for work-related meetings and gatherings.
- Consider canceling, adjusting, or postponing large work-related meetings or gatherings that can only occur in-person.
- When videoconferencing or teleconferencing is not possible, hold meetings in open, well-ventilated spaces maintaining at least 6 feet of separation between meeting participants.