



# **COVID 19 PPE ACTION PLAN UPDATE**

**April 4<sup>th</sup>, 2020**

## **1) FACE COVERINGS**



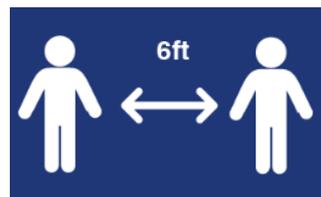
## **2) GLOVES**



## **3) BARS OF SOAP**



## **4) SOCIAL DISTANCING**



CDC changes guidance, now says people should wear face coverings when outside

# 1) FACE COVERINGS

As more experts including the CDC and Surgeon General are now recommending some form of face covering as protection, Erwin Electric is now also RECOMMENDING that all employees wear some type of face protection / mask.

- Unfortunately, surgical masks, dust masks and the like are simply not available for sale and Erwin Electric has no means of providing these to employees. However, we do want to share the following useful information on how to make or improvise a face covering to be used on for personal protection. We cannot guarantee that any of these will provide 100% protection from airborne virus, but when combined with the Six-Foot Social Distance rule, it does provide some additional level of protection.



So – Let’s get resourceful. Here are 2 options for face coverings. Feel free to come up with your own!

- a. Fishing Neck Gaiter. Are you a fisherman? Know any? They probably own some of these. They are lightweight, comfortable and stylish!!!
- b. No Sew Facemask. Google It. There are many options.

Here is one:

<https://www.youtube.com/watch?v=1r2C1zGUHbU>

Don’t have a bandana? A square dinner napkin works too!



[Homemade face mask recommended to prevent spread of COVID-19](#)

# 2) GLOVES

- 1. In addition to previous / ongoing requirements of wearing gloves to prevent hand injury, Erwin Electric is now going to REQUIRE gloves to be worn by all employees as follows:

- a. Work Gloves must be worn at all jobs that are in rough-in stage and for all job that are being completed outside. We have procured approx. 70 additional pairs of these gloves (more have been ordered) and will be distributed to all employees ASAP.

Each employee will then have 2 pairs of work gloves. The gloves are to be worn for 1 day and then thoroughly washed with soap and water by the employee. The second pair is to be worn the following day leaving time for the 1<sup>st</sup> pair to dry out.

Employees must thoroughly wash their hands anytime the gloves are removed for any reason throughout the day.

Employees are encouraged to wear their OWN construction type gloves if they prefer. Good fit makes for better comfort. Erwin Electric will reimburse any employee for up to \$15 for PPE purchases. Turn in receipt with timesheet.



- b. In addition, Erwin Electric has purchased 200 pairs of white cotton gloves that will be distributed this week. We will be doing our best to procure more.

These are to be worn while performing tasks with small objects that cannot be performed with heavier work gloves on.

- c. These gloves shall also be worn when trimming-out a finished (painted) interior space.

Just like the work gloves, these cotton gloves are to be worn for 1 day and then thoroughly washed with soap and water by the employee.



Employees must thoroughly wash their hands anytime the gloves are removed for any reason throughout the day.

### 3) BARS OF SOAP

Frequent and Thorough Handwashing is highly effective at reducing the spread COVID 19. While we know that not every jobsite has been able to provide hand soap, hand sanitizer or even running water, that does not eliminate the need for handwashing! In order to ensure that every employee has access to soap, we have purchased over 100 bars of soap that will be distributed this week. According to the CDC, bar soap is just as effective as liquid soap. If your jobsite does not provide running water, please bring it from home for the purpose of handwashing. Fill a gallon jug each morning with tap water to be used throughout the day to wash your hands. For your safety, the safety of your family and your co-workers, please wash your hands often!

**What type of soap should you use?**



You can use bar soap or liquid soap to wash your hands. Many public places provide liquid soap because it's easier and cleaner to share with others. Studies have not found any added health benefit from using soaps containing antibacterial ingredients when compared with plain soap. Both are equally effective in getting rid of germs. If soap and water are not available, use an alcohol-based hand sanitizer that contains at least 60% alcohol.



### 4) SOCIAL DISTANCING

Erwin Electric is asking all employees to keep a distance of 6' from all others unless there is absolutely no alternative (such as lifting a heavy object that requires 2 people). Exceptions to the 6' social distance requirement should be brief and infrequent. Face coverings and gloves **MUST BE WORN**.

If you are generally unable to perform your work without keeping a 6' distance from others please inform your supervisor. We must be resourceful and find ways to abide by these rules while continuing our work. In some cases, alternate work arrangements (smaller crews, staggered shifts) may be considered to provide less direct contact.

Doug and Robin Erwin, along with the entire Erwin Electric management team care tremendously about the safety and well-being of our employees.

We hope that these additional precautions provide not only an extra level of protection from Covid19, but also increased peace of mind.

If you have any specific concerns about these precautions or our efforts to protect our employees please let Lauren Valenti, HR Manager know.

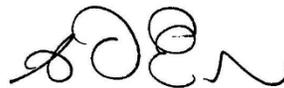
**Be Safe.**

**Be Careful.**

**Wash your hands.**



Robin Erwin,  
President Erwin Electric, Inc.



Doug Erwin  
Vice President, Erwin Electric, Inc.