IES Infrastructure's COVID-19 Policy

Purpose:

The purpose of this policy is to help provide for a safe work environment during the COVID-19 pandemic and safeguard the health and safety of employees, temporary workers, contractors, and visitors. As of March 1, 2024, the Centers for Disease Control and Prevention (CDC) has updated its guidance on COVID-19 to bring them in line with other respiratory infections, including influenza and RSV.

This policy is intended to comply with all federal, state, and local laws and is based upon guidance provided by the Centers for Disease Control and Prevention (CDC), the Occupational Safety and Health Administration (OSHA), the Department of Health and Human Services, the Equal Employment Opportunity Commission, and other public health and licensing authorities as applicable. However, this policy does not assume any legal duty not mandated by law.

Procedures:

Overview and General Information

Stay Home if Sick

Employees who test positive for COVID-19 and all employees with COVID-19 symptoms need to stay home from work to prevent or reduce the risk of transmission of the virus that causes COVID-19. The Return-to-Work procedure when employees are positive for COVID-19 detailed in sections that follows.

Employees may return to work after experiencing COVID-19 symptoms if the following criteria is met:

- Fever-free without medication for at least 24 hours and their symptoms have been improving for 24 hours

COVID-19 Symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. The CDC will continue to update this list as they learn more about COVID-19. Older adults and people who have severe underlying medical conditions like heart or lung disease or diabetes seem to be at higher risk for developing more serious complications from COVID-19 illness.

Personal Hygiene

Practice good personal hygiene and wash your hands often. Always cover your mouth and nose with a tissue, or the inside of your elbow, when you cough or sneeze, and do not spit. Monitor your health daily and be alert for COVID-19 symptoms.

Wash your hands often:

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- It's especially important to wash:
  - Before eating or preparing food
  - Before touching your face
  - After using the restroom

  - After leaving a public place
  - After blowing your nose, coughing, or sneezing
  - After handling your mask
  - After changing a diaper
  - After caring for someone sick
  - After touching animals or pets
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

Cover coughs and sneezes:

- If you are wearing a mask: You can cough or sneeze into your mask. Put on a new, clean mask as soon as possible and wash your hands.
- If you are not wearing a mask:
  - Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow and do not spit.
  - Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Non-Discrimination / Non-Retaliation:

In accordance with 11(c) OSH Act Rights, the Company does not discriminate against its employees or applicants with regard to race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, age, disability, genetic information (including family medical history), or any other characteristic protected by applicable federal, state, or local law. The Company also accommodates disabilities and sincerely held religious beliefs to the extent required by law and prohibits retaliation for any conduct protected by applicable law.

If you believe you have been treated in a manner not in accordance with this policy, please notify Human Resources immediately.

Confidentiality and Privacy:

All medical information collected from individuals, including vaccination information, and test results, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

Questions:

Please direct any questions regarding this policy to Sean Suttman at ssuttman@ies-is.com or 513.828.9280.