

## RBM COVID-19 FACILITY REOPENING GUIDE

As the country continues to face the COVID-19 pandemic, employers and employees need to address critical safety considerations before returning to the workplace. While details on upcoming regulations have been difficult to obtain, we can expect that individual states will begin providing guidance and regulations for a safe and healthy return to the workplace.

This Facility Reopening Guide provides recommendations based on guidance and regulations from health organizations such as the Centers for Disease Control (CDC), World Health Organization (WHO), Occupational Safety and Health Act (OSHA) of 1970 and state health departments on preparing commercial facilities and businesses for the return to standard business operations.

OSHA, in particular, includes regulations for COVID-19 in the workplace under two clauses and standards:

1. Under The General Duty Clause, Section 5(a)(1) of the Occupational Safety and Health (OSH) Act of 1970, 29 USC 654(a)(1), which requires employers to furnish to each worker “employment and a place of employment, which are free from recognized hazards that are causing or are likely to cause death or serious physical harm.”
2. Under OSHA’s Bloodborne Pathogens standard (29 CFR 1910.1030) which applies to occupational exposure to human blood and other potentially infectious materials. These standards provide clear requirements of companies to provide safe, healthy environments for their employees.

### Janitorial Recommendations Prior to Building Re-entry

- **Schedule a meeting to discuss the directives**, as set forth by your respective corporate companies, considering government mandates as well as the employees’ perception of and confidence in building safety.
- **Review site inventory to determine and ensure adequate cleaning supplies and product stores.** Discuss costs associated with recommended supplies and products that support current guidelines. (ie: the installation of hand sanitizer stations in high traffic areas of the building).
- **Increase cleaning and disinfection in high density and high-touch areas.** As advised by the CDC, we have made adjustments to the Day Porter Scope of Work for the increased frequency of cleaning and disinfection in high density and high-touch areas, such as building and elevator lobbies; elevator interiors, buttons, and surfaces; restrooms; furniture; fixtures; doorknobs; switch plates; shared conference spaces; building and suite entrances; mats; handrails; turnstiles; counters; trash containers; and other frequently touched surfaces. You may also want to consider the more frequent disinfecting of fitness facilities, cafes, restaurants, and retail located within the building. Review Scope of Work, if additional time is needed for these tasks, we recommend a Disinfection Specialist - priced per hour.
- **Determine the need for electrostatic fogging.** If the building has been empty, normal cleaning and sanitizing may be all that is needed. If the building has been occupied or partially occupied, more thorough disinfection such as electrostatic fogging is highly recommended. This service is priced per

square foot. It can also be scheduled routinely moving forward. ***We encourage scheduling Re-entry Electrostatic Disinfection services now to avoid urgency and/or delays.***

**RBM continues to stand ready in the occurrence of a coronavirus outbreak at your facility with our Seven Step Protocol for complete decontamination of the area/s, priced per square foot.**

## RBM COVID-19 Employee Policy

COVID-19, or Coronavirus, is still novel, meaning that it is new to the disease spectrum, and its effect and behaviors are still being learned. RBM remains vigilant in monitoring the most up-to-date safety, infection control, and cleaning protocols recommended by global experts, including the CDC, WHO, and OSHA.

We have developed comprehensive cleaning protocols for commercial facilities looking to reopen after the COVID-19 crisis. All staff members have been trained accordingly. The safety of our team members, our clients, and the public is always of primary importance.

Cleaning protocols include the following steps:

- All of our cleaning and disinfection services use hospital-grade, EPA-registered products to the exact manufacturer specifications, including mixing and dwell time. The proper use of PPE is utilized in all “confirmed/suspected” and/or “direct contact” of COVID-19.
- The temperatures of RBM staff is checked at the start of each shift, those registering a temperature will be sent home.
- RBM staff wear face masks while on facility premises.

RBM also actively encourages sick employees to stay home:

- Employees who have had direct contact with a confirmed positive COVID-19\* case must immediately self-quarantine for the recommended 14 days.
- Employees who have any flu symptoms (i.e., fever, cough, or shortness of breath) must stay home, and notify their supervisor prior to returning to work.
- Employees who have been confirmed positive for COVID-19\* shall not return to work until:
  - at least 3 days (72 hours) have passed *since recovery*, defined as resolution of fever without the use of fever-reducing medications; **and**,
  - improvement in respiratory symptoms (e.g., cough, shortness of breath); **and**,
  - at least 7 days have passed *since symptoms first appeared*
- No employee returns to work until the criteria to discontinue home isolation are met.

Note: RBM does not require a healthcare provider’s note for employees to return to work. Healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely manner.

*\*RBM reacts promptly to take measures for decontamination.*