

Schiphol Construction & Maintenance

Measures to prevent the spread of the Covid19 virus

The aim of this Covid19 protocol is to minimize the risk of spreading the Covid19 virus during the construction and maintenance activities. It is everyone's responsibility to respect and follow these measures. This with the aim of protecting the entire team and every individual employee against the virus. Together we get the Covid19 virus under control.

This guide is in line with the guidelines of the RIVM and the Bouwend Nederland and is tailored to the project-specific Schiphol situation at a detailed level.

Symptoms

Does an employee suffer from the following symptoms:

- *Common cold*
- *Cough*
- *Running nose*
- *To sneeze*
- *Sore throat*
- *Shortness of breath*
- *Increase / fever*
- *Sudden loss of smell and / or taste (without a stuffy nose)*

Then the employee must have himself tested and stay at home until the results are known.

Project conditions and compliance

All employees who work at Schiphol are obliged to adhere to the Corona protocols of the RIVM "Working together safely" and also "Working safely for the Construction & Technology sectors".

Main contractors are responsible for ensuring that their subcontractors also comply with the Covid19 measures. They also ensure that subcontractors receive all necessary communications and check compliance.

Safety and health has the highest priority. If the work makes it impossible to enforce the RIVM guidelines, the work will be temporarily halted until a safe working method has been determined.

Work from home unless...

To prevent the spread of Covid19, employees in non-critical positions are requested to work from home as much as possible. Only employees in critical positions are allowed to visit the project for their work. The operational supervisor or members of the management team decide which functions are critical and which are not.

Covid19 Coördinator

All contractors must appoint a Covid19 coördinator. Multi-contractor projects will appoint a central Covid19 coordinator on behalf of the entire project. He / she is also the point of contact for the project and for the Schiphol organization.

Compliance monitoring.

All supervisors and the Covid19 coördinators will continuously monitor compliance with the Covid19 rules. Covid19 will be part of the periodic workplace inspections. Any deficiencies found must be reported immediately to the Corona coordinator and resolved immediately.

Everyone is explicitly called upon to address each other if the necessary measures are not complied with.

What if a positive test result?

If a positive test result has been established with an employee, a source and contact investigation will be carried out immediately under the direction of the Covid19 coördinator. Based on the results, employees are sent home with a request to be quarantined. In case of complaints or previously mentioned symptoms, the advice is to get tested. Employees who have been positively tested must be reported to the GGD. If a family member has had a Covid19 test, the employee will stay at home until the test result is known and will contact his / her supervisor. He or she in turn informs the Covid19 coordinator of the project.

What about a Covid19 outbreak

In the event of a Covid19 outbreak or imminent uncontrollable situation, where a large proportion (rule of thumb:> 10%) of the employees within the project receive complaints and are tested positive in a short period of time, immediate measures must be taken to prevent further contamination (temporary site closure for example). This is always done in consultation with the GGD and the Schiphol Project Manager

Tasks and measures

Tasks of the (Central) Covid19 Coördinator

The site's Covid19 coördinator will perform the following in addition to government guidelines:

- Mutual coordination between the different Covid19 coördinators;
- Report a Covid19 infection to the Project Manager Schiphol, with due observance of privacy. The Project Manager Schiphol then reports this to the HSE Manager Projects;
- Set up a Covid19 communication tool for project staff;
- Check daily whether there are developments in national or company-specific guidelines and adjust your own protocol / guidelines if necessary;
- Provide campaign material within the project such as memos / posters / flyers / banners and email updates.

General requirements within the project

- All measures are based on "Working together safely" of the RIVM and "Working together safely for the Construction & Technology sectors";
- All employees must register when entering and exiting the project;
- No project visits will be made if there is no need to do so;
- Employees do not visit other construction sites if there is no urgent functional need;
- There are facilities for disinfection on the project;
- There is Covid19 information / signage within the project.

Project instructions

- Daily monitoring of the Covid19 measures and making Covid19 part of the workplace inspections;
- Discuss Covid19 as an agenda item in HSE and construction and coordination meetings;
- Discuss Covid19 in Start work meetings and daily consultations;
- Use facemasks if a distance of 1.5 meters is not possible;
- Keep office workers and construction site employees separated as much as possible, also in the break rooms;
- Work as much as possible in fixed, small teams at fixed locations;
- You only drive a car, unless there really is no other option.
The maximum remains 2 people in a car and then only with a facemask.

Office and office workers

- Work from home, unless there really is no other option;
- If it is necessary to work in the office, reserve a workplace in consultation with the manager to avoid overcrowding;
- Provide daily cleaning of the office space;
- Adjust the number of people in the office unit to enable "social distancing" (1.5 meters away);
- Keep physical meetings and gatherings to a minimum. Then respect social distancing. Use the available digital options such as Teams and Skype as much as possible;
- Indicate the maximum number of employees allowed on the door of the meeting room;
- Wear facemasks (mandatory) in the corridors of the office;
- Facemasks may be removed at your workplace and in a meeting;
- Provide facemasks for employees or visitors who due to circumstances do not have the masks;
- Provide one-way walking routes within the offices as much as possible;
- Apply signage and Covid19 restrictive signs in offices, toilets and in coffee corners;
- Ventilate the offices as much as possible.

Welfare facilities

- Provide daily cleaning of the eating area;
- Limit the number of seats in the canteen area so that the 1.5 meter distance between them can be maintained;
- Eat at different times / in shifts to avoid overcrowding.
- Apply signage and other other Covid19 restrictive signs;
- Provide sufficient soap and disinfectants;
- Ventilate the eating area as much as possible;
- Keep office workers and construction site employees separated as much as possible in public places.

Finally

For more information:

<https://www.helpdeskcorona-bt.nl/downloads/protocol>