



March 25, 2020

Scott Builders Inc.
8105 49th Avenue Close
Red Deer, AB T4P 2V5

Attn: Our Clients and Partners

RE: CORONAVIRUS BUSINESS CONTINUITY PLAN – UPDATE 3

The situation around coronavirus and the COVID-19 disease is changing rapidly around the world. We are pleased that Alberta and Canada are taking a science based approach working through this challenge we all face.

We have a couple of renovation and addition projects where owners have chosen to stop work to protect the existing business operation. Our project teams are working through a suspension plan on each of these projects so work can be restarted when the client deems it acceptable. Across the construction industry, we are hearing of projects suspended in hospitals and food production facilities – which all makes sense.

The rules we have put into place the last few weeks are allowing us to continue to work safely on our projects. As mentioned earlier, we have a few clients who have paused their preconstruction work, but most are moving forward. The construction associations are working with government and sharing documentation so everyone can work with the latest and best information. We will continue to update our guidelines as we learn more.

All the business continuity plan guidelines and rules outlined on March 10th, 13th, and 18th remain in effect with these revisions / additions:

- 1) Cleaning and Disinfecting. Cleaning is different than disinfecting. If surfaces are dirty, clean them: Use detergent or soap and water prior to disinfection. Each disinfectant has manufacturer's instructions for appropriate use on their Safety Data Sheet (SDS). Follow the SDS instructions. It is recommended to clean and disinfect frequently touched surfaces daily.
- 2) What does "Sick" mean? Our March 18 Notice outlines says "Sick means coughing or sneezing more than explainable from dust or environmental issues". We also said "they may return to work after showing no symptoms for 24 hours."

It appears that AHS is changing their guidelines for what “Sick” means. There is some confusing information listed:

- a. The webpage to start the online assessment tool now says: “If you have symptoms: Anyone who has symptoms including fever, cough, shortness of breath, difficulty breathing, sore throat, runny nose, or nasal congestion MUST self-isolate for 14 days”
- b. When you take the online assessment tool – if the only thing you say is you had those same symptoms (fever, cough, shortness of breath, difficulty breathing, sore throat, runny nose, or nasal congestion) they say “Because you have symptoms, you must self-isolate for 10 days from when your symptoms started and until they are resolved. If your symptoms resolve prior to the 10 days, you must continue to self-isolate because you may still be infectious”.
- c. All the documents on the AHS site refer to the “Symptoms” section. This is what it says: “Symptoms for COVID-19 are similar to those for influenza or other respiratory illnesses. The most common symptoms include fever, cough, and extreme tiredness. No mention of sore throat, runny nose or nasal congestion.

AHS and Alberta Government have been excellent at communicating and this is a rare instance where there is some confusion.

We are going to stay with our definition of “Sick”. If someone sneezes because they just went out into the sunshine, they are not sick. If someone has a runny nose because they are working partly in the cold and partly inside a building, they are not sick. Those are environmental influences that cause a physical response. But even a simple runny nose can indicate that someone is “Sick”. It could be the common cold or the flu, either way if we think someone is “Sick”, we are sending them home.

We are changing the timing to follow the recommendations. If someone is “Sick” we will follow the AHS recommendations (copied from the self assessment tool):

“Because you have symptoms, you must self-isolate for 10 days from when your symptoms started and until they are resolved. If your symptoms resolve prior to the 10 days, you must continue to self-isolate because you may still be infectious.”

We continue to follow AHS guidelines and of course if the online tool recommends a COVID-19 Test, self-isolate and follow the information provided by AHS.

What this means. If you get “Sick” Monday March 30th and go home to self-isolate, you can not return to work until April 10th. Even if you feel better April 3 you must continue to self-isolate until returning April 10th. If you are not well by April 10th, consult your doctor and follow their instructions for return to work.

- 3) Contract Stickers for CCDC Documents: We use copyright documents from the Alberta Construction Association (ACA) and Canadian Construction Association (CCA) for our contracts with trades, consultants and clients. These contracts are updated regularly and the construction industry generally 'pays' for this by purchasing stickers from the local Construction Association which are affixed to the contracts. We 100% support paying our associations for this service but to limit the requirement to pick these up at the local construction association offices we are suspending the requirement for any of our trades, consultants, or clients to use these stickers. Each company that uses a document where a sticker would be required will track their use and remit regular payment to the local construction association as if they were using stickers. This will be on the honor system and we expect all our partners to follow this.

These revisions and changes are in effect starting tomorrow March 26, 2020.

We greatly appreciate the efforts of our people and partners to keep our worksite and offices safe and moving forward. Together, we will get through this.

As always, call or email me (murrayc@scottbuilders.com) or your project team for more information or if you have questions.

Thanks,

SCOTT BUILDERS INC.



Murray Cunningham, P.Eng., GSC
President & CEO

MC/lf