



Gazzola Paving Limited Covid-19 Emergency Procedure

Gazzola Paving Limited is implementing the following procedures to safeguard the safety of our Employees and their families, Subcontractors, Suppliers, all 3rd Parties, and the General Public. Gazzola is dedicated to ensuring everyone is aware of all hazards and work complications that may arise from the Covid-19 pandemic.

This procedure encompasses:

- 1. Who is responsible for interpreting and dispensing essential information and updates.**
- 2. Systems for Inspectors and Consultants to communicate concerns and access immediate information.**
- 3. Contingency Plan for sudden disruptions, additional outbreaks and appropriate disease prevention measures.**
- 4. Gazzola Covid-19 Risk Assessment.**
- 5. Safe work practices and procedures for all Gazzola work locations.**
- 6. Additional Information.**

1. Who is responsible for interpreting and dispensing information and updates.

Gazzola Senior Management will be responsible for tracking and communicating the latest developments regarding Covid-19.

Gazzola Senior Management will review the latest information promptly and make decisions and additional policies based on factual evidence and sanctioned medical practices.

Gazzola Senior Management will also follow Government directives, both federal and provincial including Public Health agencies in order to protect our workers. Gazzola will also strictly follow the policies laid out in the Human Rights Code of Canada and ensure our duty to accommodate is always met.

Senior Management will communicate the decisions of the Senior Management based on factual resources and government directives to all Managers and essential contacts.

If additional clarification should be required, request it first from your usual Gazzola contact at this time.

Superintendent and Project Managers are to share Gazzola Policies, updates and new procedures to be enacted to 3rd Party (inspectors), Subcontractors, and Suppliers.

Please remember that information and updates are being received rapidly. Government and public health directives can change at any time. All Consultants and their Inspectors, and other Affiliates are encouraged to remain available to receive updates at any time. Please inform your normal Gazzola contact of any changes to your workforce as quickly as possible.

2. Systems for Inspectors and Consultants to communicate concerns and access immediate information.

As directed above, Superintendents and Project Managers will advise City / Owner Consultants, Senior Staff, and Inspectors of any developments as quickly as possible.

Please direct questions to your normal Gazzola contact whenever possible. All Gazzola representatives are still working and are available through cell and email during this time.

Information will be dispensed mainly via emails. Management is obligated to convey the entirety of information presented in these notices to all their current contacts.

City / Owner Consultants, Senior Staff and Inspectors to supply their own PPE including any requirements for Covid-19 protection while on a Gazzola Project. Consultants, Senior Staff and Inspectors will be required to follow Gazzola's procedures while on site or will be asked to leave at Gazzola's sole discretion.



Gazzola Paving Limited Covid-19 Emergency Procedure

Gazzola is not currently accepting any in-person meetings. Gazzola will utilize video technologies or conference calling when meetings must occur.

All Gazzola building will be off limits to all City / Owner Consultants, Senior Staff, and Inspectors.

3. Gazzola Contingency Plan for sudden disruptions, additional outbreaks and appropriate disease prevention measures.

Contingency plans are designed to deal with business disruptions, and often include protocols for emergency communication, decision-making, and working with limited staff.

Gazzola Contingency Plan in relation to Covid-19 disease prevention include:

- Gazzola directs all persons to contact their doctor and local public health units should they believe they have been exposed to Covid-19 or experiencing any of the symptoms.
- Gazzola will encourage employees to stay home if they are sick.
- Gazzola will encourage employees to follow best practices on hand hygiene, coughing and sneezing, and symptom identification.
- Gazzola will continue to relay information via text, toolbox talk and email.
- In-person meetings are to be immediately halted. If meetings must occur, utilize digital resources.
- If possible, do not attend site. Ask Gazzola Superintendents and Project Managers for information digitally.
- Gazzola has increased our routinely cleaning of frequently touched surfaces, including countertops and doorknobs.
- Gazzola site Porta-Potty cleaning has been increased to three times weekly.
- Gazzola is limiting intermingling of crews, solo workers and management/office personnel via use of crew and office mailboxes for giving/receiving necessary documentation. Office personnel working in the office are not to enter the shop, workers are not to enter the office.
- Gazzola Superintendents and Project Managers are to have discussions with subcontractors and suppliers, focusing on the health of their workforces and joint best practices regarding the mingling of necessary personnel on site.
- Gazzola is prohibiting any non-essential personnel from visiting the office, yard, asphalt plant or lab and project sites. Gazzola encourages anyone who does not work for the company and is not directly engaged in the operation of projects to not attend site(s).
- Subcontractors, visitors, inspectors and consultants on site are to practice social distancing and follow Gazzola's procedures.
- Staff shortages and partial work conditions will be communicated swiftly to Consultants, Senior Staff, and their Inspectors.
- Company shutdowns will occur if needed. This decision will be made by Gazzola's Senior Management and will be based on a combination of government directives and public health recommendations. Consultants, Inspectors, and Subcontractors will be told as quickly as possible should any such shut down occur.
- Continued, factually based training and information to employees regarding best practices for protecting themselves and others from infection or community spread.
- Limit occupancy in company vehicles to one person per vehicle where feasible or two, maximum.
- Where feasible, do not share or switch vehicles or equipment to other drivers and operators within the company.



Gazzola Paving Limited Covid-19 Emergency Procedure

4. COVID-19 Risk Hazard Assessment

Below you will find our Risk Hazard Assessment, Safe Job Practices and established Emergency Procedures regarding working under the conditions of COVID-19.

Risk Rating: (Risk Rating takes into account the Frequency and Severity of the Hazard)			
Severity	Frequency		
	Low (Monthly)	Medium (Weekly)	High (Daily)
Low	C	B	B
Medium	C	B	A
High	B	A	A
C	Low Risk: Low risk of injury or equipment / property damage.		
B	Medium Risk: Medium risk of injury or equipment / property damage.		
A	High Risk: High risk of injury or equipment / property damage.		

JOB HAZARD AND RISK ANALYSIS		RISK RATING SYSTEM	
		A	High risk of injury or equipment / property damage.
		B	Medium risk of injury or equipment / property damage.
		C	Low risk of injury or equipment / property damage.
TASK HAZARDS	RATING BEFORE CONTROLS	TASK CONTROLS	RATING AFTER CONTROLS
<ul style="list-style-type: none"> Site Work During Covid-19 Outbreak – Exposure to Illness Potential life-threatening complications based on individual health prior to contraction of Covid-19 	A	<ul style="list-style-type: none"> Emergency procedures, soap issued, safety talks, emergency bulletins, social distancing, additional bathroom cleaning, separation of site and office personnel where possible, relaxed absence policies 	B
<ul style="list-style-type: none"> Office Work During Covid-19 Outbreak – Exposure to Illness Potential life-threatening complications based on individual health prior to contraction of Covid-19 	A	<ul style="list-style-type: none"> Emergency procedures, soap issued, safety talks, emergency bulletins, social distancing, additional bathroom cleaning, separation of site and office personnel where possible, relaxed absence policies, additional office cleaning schedule, nonessential services denied access to office, work from home whenever possible No Visitors permitted in office 	B
<ul style="list-style-type: none"> Shop / Yard During Covid-19 Outbreak – Exposure to Illness Potential life-threatening complications based on individual health prior to contraction of Covid-19 	A	<ul style="list-style-type: none"> Emergency procedures, soap issued, safety talks, emergency bulletins, social distancing, additional bathroom cleaning, separation of site and office personnel where possible, relaxed absence policies, cleaning of surfaces (truck dash boards, workstations, etc. regularly) Only Shop personnel to access Shop area. Washroom for outside staff to be access through the Supervisors door 	B
<ul style="list-style-type: none"> Asphalt Plant / Lab During Covid-19 Outbreak – Exposure to Illness Potential life-threatening complications based on individual health prior to contraction of Covid-19 	A	<ul style="list-style-type: none"> Emergency procedures, soap issued, safety talks, emergency bulletins, social distancing, additional bathroom cleaning, separation of site and office personnel where possible, relaxed absence policies, cleaning of surfaces (truck dash boards, workstations, etc. regularly) Non Gazzola personal not permitted in office area of Asphalt Plant or Lab 	B



Gazzola Paving Limited Covid-19 Emergency Procedure

5. Safe Job Practices and Safe Job Procedures Surrounding COVID-19

Social Distancing- How to do it

1. Social distancing is most effective when all persons avoid contact with others at all times. We implore EVERYONE to limit your contact with anyone other than the people in your home. This means please cancel dinner parties, avoid public gatherings, arranging playdates or visiting groups of friends on your spare time.
2. Stand a minimum of two meters away from others.
3. Bring lunches, water and coffee from home to avoid unnecessary contact with others.
4. Spread out when eating and during breaks, keeping in mind a two-meter separation.
5. Use additional barrels, fencing and caution tape to lock down sites and deter civilians from entering your space, either intentionally or by accident, where seen fit.
6. Utilize digital means (email, text, video chat, etc.) whenever possible.
7. If you feel sick in ANY WAY, not only if you are exhibiting Covid-19 symptoms, DO NOT ATTEND the Office, Site or have contact with other crew members or other company personnel. Stay at home and self isolate and contact your Superintendent or Foreman immediately. Complete the on-line self-assessment at <https://covid-19.ontario.ca/self-assessment> and, if necessary, seek medical attention.
8. Effective immediately, no Gazzola representative will enter site trailers on job sites. Consultants and Inspectors are the only personnel that will have access to site trailers. Weekly/Monthly Project Meetings will all be held virtually with a conference call/video chat tool.

Practice Good Personal Hygiene

1. Wash hands regularly, for a minimum of 20 seconds a time. Hand sanitizer is also effective, but hand washing with soap is the ideal method to clean your hands.
 - a) Although gloves will continue to be available to workers during this time, they are only effective if they are changed regularly and workers do not touch their face.
 - b) Follow the standard first aid glove removal procedure. To remove gloves, peel the glove away from your body, pulling it inside out. Hold the glove you just removed in your gloved hand. Peel off the second glove by putting your fingers inside the glove at the top of your wrist. Turn the second glove inside out while pulling it away from your body, leaving the first glove inside the second and dispose in garbage.
2. Wash hands before eating and drinking
3. Do not share food/drink/vapes/cigarettes etc. with anyone
4. Cough or sneeze into a tissue, then immediately throw the tissue in the garbage and wash your hands, if you don't have a tissue, sneeze or cough in to your sleeve or arm
5. Avoid touching your face whenever possible
6. Cough/Sneeze into your elbow

Clean and sanitize workplace regularly

- Increase daily cleaning and disinfection of common areas and surfaces to at least three times per day. Pay particular attention to door knobs, light switches, desktops, stair railings, washrooms and other high touch surfaces.
- Cleaning refers to the removal of visible dirt, grime and impurities. Cleaning does not kill germs but helps remove them from the surface.
- Disinfecting refers to using chemicals to kill germs on surfaces. This is most effective after surfaces are cleaned. Both steps are important to reduce the spread of infection.
- Use a disinfectant that has a Drug Identification Number (DIN) and a viricidal claim. Alternatively, use a bleach-water solution with 100 ml of unscented bleach in 900 ml of water.



Gazzola Paving Limited Covid-19 Emergency Procedure

- There should be a DIN on any disinfectant purchased in Canada. To confirm, look for an 8-digit number (normally found near the bottom of a disinfectant's label).
- A list of Health Canada approved disinfectants can be found online. Alternatively, you can prepare a bleach water solution with 100 ml of unscented household bleach per 900 ml of water.
- Be sure to follow the instructions on the label to disinfect effectively.
- Use plastic liners in garbage bins.
- Dispose of any garbage in appropriate waste containers including used latex gloves and masks
- Avoiding contact with multiple surfaces while in buildings, trucks and equipment.
- Follow Social Distancing as noted above

Tracking of Positive Covid-19

At this time any worker who has any symptoms related to cold, flu or Covid-19 will be sent home. If a worker is sent home, they will be required to complete the online self-assessment and call their primary care provider (family physician).

Gazzola shall track of any employee sent home due to illness and requiring that the worker in question provide proof of diagnosis prior to returning to work.

Should an employee test positive for Covid-19, we will review the worker's movements while at work and quarantine those who have come in contact with the worker. Should this worker be a part of a crew, the entire crew will be required to self-isolate for a minimum of 14 days. Those showing no symptoms after 14 days will be permitted to return to work.

Gazzola will notify Contractors and Subcontractors of the any positive Covid-19 test and where the affected crew has been in the past 14 days. Subcontractors are to notify Gazzola immediately if any of their respective employees test positive for Covid-19 while attending a Gazzola project.

Workers who have contracted the illness must provide proof of diagnosis prior to returning to work.

Senior Management will maintain a tracking sheet of worker whom contract Covid-19.

Wearing Masks or Face Coverings

Wearing a mask or face covering is mandatory at all times.

Wearing a mask or face covering while out in public or where social distancing cannot be maintained is recommended. The City of Toronto has effect By-Law 541-2020 which requires the wearing of masks or other facial coverings within enclosed public space. This By-Law applies to indoor spaces that are openly accessible to the public such as retail stores, convenience stores, mall & shopping plaza's, restaurants, recreational facilities to name a few. A complete list can be found on the City of Toronto's Covid-19 website.

Wearing masks or face coverings is an added public health measure for containing the spread of COVID-19 when it is used in combination with frequent handwashing, physical distancing and staying home when sick.

Gazzola requires all employees to wear a mask in accordance with the above noted By-Law and will further support all workers who choose to wear masks while in the building, Yard or their work Vehicle.

Gazzola will stock N95 masks, half and full masks and face shields for when Social Distancing at work can not be maintained and to fulfill requirements to complete work tasks (i.e. Sawcutting, asbestos milling, etc).



Gazzola Paving Limited Covid-19 Emergency Procedure

Forehead Temperature Checks

Gazzola will be completing forehead temperature checks of all employees using a handheld TPI (model # 381A) or MOBI in (model # HTD8813C) infrared thermometers. Depending on the brand of handheld infrared thermometer being used the following forehead temperatures shall apply:

TPI

The surface temperature of the forehead should be 33 °C +/- 1.5 °C provided that the forehead has not recently been covered by a hat or toque. Temperatures above 34.5 °C shall be rechecked after five minutes to verify. Anyone showing temperatures above 34.5 °C shall be sent home to self-isolate and/or seek medical attention.

MOBI

The temperature of the forehead should be 36.5 °C +/- 1.0 °C provided that the forehead has not recently been covered by a hat or toque. Temperatures above 37.5 °C shall be rechecked after five minutes to verify. Anyone showing temperatures above 37.5 °C shall be sent home to self-isolate and/or seek medical attention.

Gazzola Asphalt Plant (Ticketing and Truck Drivers)

- Contact Gazzola Asphalt Plant to notify them of your company's requirements.
- Understand that Gazzola will deny access to all Asphalt Plant buildings to all truck drivers picking up or dropping of material.
- There are no washroom facilities at the Asphalt Plant for truck drivers.
- Release agent platform has been removed.
- Truck companies / Customers to supply their own release agent.
- During the current Covid-19 Pandemic, Gazzola's Asphalt plant will observe the following ticket procedures.
 - Tickets will be printed as normal but will be initial by the Gazzola scale house operator instead of the truck driver. Only one Truck Driver/Customer will be allowed into the ticket room at a time.
 - Customers can opt to collect tickets at end of day or on last load at Gazzola. Scale operator will gather all tickets for customer and place in an envelope which will can then be picked up in the driver area.
 - Alternatively, Gazzola can make available upon request a digital copy of the tickets along with a daily report of materials picked up which we can email.
- Gazzola scale operators will no longer be accepting Visa, Mastercard or Debt payments at the asphalt plant. Arrangements can be made by phone with Gazzola's head office for payments of this type.

Gazzola Asphalt Plant and Lab Workspaces & Personnel

- Avoiding contact with multiple surfaces while in the office.
- No shaking hands or touching one another in any way.
- Sanitizing door handles, countertops and public spaces (such as washrooms) before and after use.
- Call other co-workers within the workplace instead of going to their office.
- Try to keep a minimum separation of two meters apart from one another.
- Wear a mask or face covering at all time inside any building and when a minimum separation of two meters can not be maintained.
- Wear a mask or face covering when two or more workers are in a vehicle.
- Schedule breaks and lunch to limit the lunch area to only one person at a time.
- Gazzola will deny access to any non-essential personnel into Gazzola Asphalt Plant and Lab.
- Follow Social Distancing as noted above.
- Foreman to complete each day a Gazzola Paving Limited Covid-19 Form for each worker.
- Foreman to take each workers forehead temperature and note on Covid-19 Form.



Gazzola Paving Limited Covid-19 Emergency Procedure

Gazzola Office Workspaces & Personnel

- Gazzola office workspace is open to office staff only.
- If necessary or required by the City By-law, working remotely is possible, visiting the office only to complete essential tasks or to pickup additional work tasks that can be completed at home.
- Avoiding contact with multiple surfaces while in the office.
- No shaking hands or touching one another in any way.
- Sanitizing door handles, countertops and public spaces (such as washrooms) before and after use.
- Call other co-workers within the workplace instead of going to their office.
- Try to keep a minimum separation of two meters apart from one another.
- Wear a mask or face covering at all times inside any building and when a minimum separation of two meters can not be maintained.
- Wear a mask or face covering when two or more workers are in a vehicle.
- Do not come together for meals, snacks or breaks. Only one person allowed in kitchen at a time. If you use the kitchen appliances (i.e. coffee machine, kettle, toaster, etc.) wipe / sanitize it before and after use.
- Understand that Gazzola will deny access to any non-essential personnel into Gazzola head office.
- Follow Social Distancing as noted above.
- No visitors will be allowed in the Gazzola office.
- Utilize video technologies or conference calling when meetings must occur.
- No access from the office area to Supervisor area or shop.
- Each day a Gazzola Paving Limited Covid-19 Form including a forehead temperature check must be completed by every office worker prior to entering the office. Note temperature on form prior to entering the office.
- When using the office boardroom for a meeting, ensure that proper social distancing is maintained.

Gazzola Job Sites

- No shaking hands or touching one another in any way.
- Trailers are only to be utilized by Consultants and inspectors.
- The Gazzola Supervisor on site must always have available in their vehicle the complete Job Safety Binder with all Safety Board Emergency Contact Information. Only in the case of a emergency (injury or fire, is a Gazzola employee is permitted to access the site trailer to secure the provided first aid kit or fire extinguisher.
- Sanitize door handles, countertops and public spaces (such as washrooms) before and after use.
- When using site washroom be sure to wash your hands before and after,
- Try to keep a separation of two meters away from others. Follow Social Distancing as described above.
- If Social Distancing can not be maintained then face protection must be utilized. Types of face protection can include non-medical face mask, N95 face mask or face shield.
- Wear a mask or face covering when two or more workers are in a vehicle.
- Do not come together for meals, snacks or breaks. Schedule lunch and breaks as to limit contact.
- Deny access to site for non-essential personnel, leaving space between yourself and other subcontractors, inspectors, visitors to site etc.
- Superintendent and / or Foreman to screen crew members each day as per the Gazzola Paving Limited Covid-19 Form.
- Superintendent and / or Foreman to take each crew members forehead temperature and list in the signature section of the GAZZ card for each crew member.
- Crew members are not to sign GAZZ card to limit contact during this time. Superintendent and / or Foreman to print the name of each crew member on site.
- Superintendent to ensure that all Consultants, Inspectors and Subcontractor complete a Gazzola Paving Limited Covid-19 Form including temperature check or equivalent for each of their respective workers each day. Subcontractor to supply Superintendent with a digital copy of the completed forms each day.



Gazzola Paving Limited Covid-19 Emergency Procedure

- Any worker not completing a Covid-19 Form will be asked to complete immediately upon detection prior to continuing any worker. A worker failure to comply will result in removal from site.

Shop Access and Personnel

- Understand that Gazzola will deny access to any non-essential personnel into Gazzola's Shop.
- Only Gazzola personal assigned to work in the shop will be allow access. Equipment problems or issues to be communicated by phone, email or equipment inspection sheets.
- Wear a mask or face covering at all times inside the shop building and outside the shop when a minimum separation of two meters can not be maintained.
- Wear a mask or face covering when two or more workers are in a vehicle.
- Shop personal shall sanitize touch surfaces upon accessing a truck or piece of equipment and again when parking the truck or equipment
- Lunch room is to be limited to 3 people at a time and must be spaced by 2 metres. A mask or face cover shall be worn at all time with exception of when seated to eat and or drink. If you use the kitchen appliances (i.e. coffee machine, kettle, toaster, table, etc.) wipe / sanitize it before and after use.
- Schedule lunch and breaks in order to maintain Social Distancing. Do not come together as a group lunch and breaks.
- The door buzzer and intercom will be used to determine which essential visitors are permitted in the building.
- When garage doors are open, they must be barricade off to prevent to unauthorized personnel.
- Visitor's must complete the Gazzola Paving Limited Covid-19 Form including temperature prior to being granted access.
- Delivery personnel/suppliers are to stay two meters away from Gazzola employees.
- If physical contact occurs, wash hands as soon as possible and do not touch your face in the interim.
- Sanitize any surfaces that may have encounter the visitor.
- If a delivery is not permissible, Gazzola will reschedule.
- Foreman to complete each day a Gazzola Paving Limited Covid-19 Form for each worker
- Foreman to take each workers forehead temperature and note on Covid-19 Form

Yard Access

- Understand that Gazzola will deny access to any non-essential personnel into Gazzola's Yard.
- Only Gazzola personal will be allowed in the yard. This shall be limited to the drivers assigned to drive the trucks or crews working in the yard for cleanup or repairs.
- Exception will be made for the fuel delivery and waste removal companies. These companies will be allowed access to the yard but shall not have any contact with Gazzola staff.
- Crew members or drivers shall sanitize touch surfaces upon accessing a truck or piece of equipment and again when parking the truck or equipment.
- Crew members or drivers shall not access the Shop.
- Access to the washroom shall be through the Supervisors door and washroom shall be limited to two people at anyone time.
- The gate / door buzzer and intercom will be used to determine which supplier or venders are permitted in the yard.
- Delivery personnel/suppliers are to stay two meters away from Gazzola employees.
- If physical contact occurs, wash hands as soon as possible and do not touch your face in the interim.
- Sanitize any surfaces that may have encounter the visitor.
- If a delivery is not permissible, Gazzola will reschedule.



Gazzola Paving Limited Covid-19 Emergency Procedure

Asphalt and Concrete Crews

- Shop is off limits to all drivers and operators.
- Only approved personal will be allowed access to the Yard at 529 Carlingview.
- Each crew will have one driver per vehicle assigned, whom is to operate the Service Truck and Crew Cab (no passengers)
- Assigned drivers are to be notified of their assign vehicle prior to coming into work.
- All other crew members are to drive themselves to the work sites.
- Drivers shall fuel vehicle at the end of shift and clean out all garbage.
- Drivers shall use supplied cleaner and wipes to wipe down all touch surfaces (i.e. steering wheel, radios, door handles, etc.) once the vehicle is parked.
- Drivers shall place all daily vehicle and equipment checklist in the basket in the Supervisors area.
- Practice Social Distancing (see above) while at work. If Social Distancing can not be maintained then face protection must be utilized. Types of face protection can include non-medical face mask, N95 face mask or face shield.
- Schedule lunch and breaks in order to allow for Social Distancing.
- Wear a mask or face covering at all times inside any building and when a minimum separation of two meters can not be maintained.
- Wear a mask or face covering when two or more workers are in a vehicle.
- Wear work gloves and practice good personal hygiene.
- Sanitize tools at the start and end of work or as necessary throughout the day (i.e. when you start and stop work for break).
- Were possible assign only one operator to a piece of equipment each day. Operators are to use supplied cleaner and wipes to wipe down all touch surfaces (i.e. steering wheel, radios, door handles, etc.) once the equipment is parked.
- Crew members to bring lunches, sufficient water and coffee from home to avoid unnecessary contact with others.
- Superintendent and / or Foreman to screen crew members each day as per the Gazzola Paving Limited Covid-19 Form.
- Superintendent and / or Foreman to take each crew members forehead temperature and list in the signature section of the GAZZ card for each crew member.
- Crew members are not sign GAZZ card to limit contact. Superintendent and / or Foreman to print the name of each crew member on site.

Float Drivers

- Shop is off limits to all drivers and operators.
- Only approved personal will be allowed access to the Yard at 529 Carlingview.
- Assigned drivers are to be notified of their assign vehicle prior to coming into work.
- Float Drivers shall fuel vehicle at the end of shift and clean out all garbage.
- Float Drivers shall use supplied cleaner and wipes to wipe down all touch surfaces (i.e. steering wheel, radios, door handles, etc.) prior to starting work and once again when the vehicle is parked.
- Float Drivers shall place all daily vehicle and equipment checklist in the basket in the Supervisors area.
- Practice Social Distancing (see above) while at work. If Social Distancing can not be maintained then face protection must be utilized. Types of face protection can include non-medical face mask, N95 face mask or face shield.
- Schedule lunch and breaks in order to allow for Social Distancing.
- Wear work gloves and practice good personal hygiene.
- Sanitize tools at the start and end of work or as necessary throughout the day.



Gazzola Paving Limited Covid-19 Emergency Procedure

- Float Drivers are to use supplied cleaner and wipes to wipe down all touch surfaces (i.e. steering wheel, radios, door handles, etc.) prior to accessing a piece of equipment and once again when the equipment is unloaded and parked.
- Wear a mask or face covering at all times inside any building and when a minimum separation of two meters can not be maintained.
- Wear a mask or face covering when two or more workers are in a vehicle.
- Bring lunches, sufficient water and coffee from home to avoid unnecessary contact with others.
- Complete each day a Gazzola Paving Limited Covid-19 Form.
- Float Drivers are not to sign GAZZ card if crew on site to limit contact. Superintendent and / or Foreman to print the name of driver on GAZZ card on site and complete Covid-19 Form including temperature.
- Superintendent and / or Foreman to take each Float Drivers forehead temperature and list in the signature section of each Float Driver.

Subcontractors

- Gazzola's Project Managers or Superintendents to supply a copy of this procedure to all Subcontractors.
- Subcontractors are to review, acknowledge and follow Gazzola's Emergency Procedure for Covid-19.
- Subcontractors are to submit to Gazzola their procedure for Covid-19 for review.
- Subcontractors are to review Gazzola's procedure with all workers on site.
- Subcontractors shall complete daily Gazzola Paving Limited Covid-19 Forms or equivalent form for each employee including temperature check prior to starting work each day and submit to the Gazzola Superintendent electronically each day.

Additionally, Gazzola will operate at its highest capacity until circumstances determine that we are no longer able to do so. Ongoing developments and changes to level of work will be communicated to Consultants and Inspectors as quickly as possible.

Note: Gazzola will provide unique one off emergency procedures for Covid-19 on a case by case basis, for work sites that have special restrictions (i.e. GTAA and Union Station) based on the requirements of the owners.



Gazzola Paving Limited Covid-19 Emergency Procedure

6. Additional Information:

Sick Policy for Gazzola

- If you feel you may have Covid-19 or display the symptoms of fever, cough and shortness of breath, please stay home and seek out medical testing.
- Notify your Supervisor to let them know so they can make arrangements to cover your shift

A self assessment tool and additional steps can be found at: <https://covid-19.ontario.ca/-self-assessment> .

Remember, there are several at risk groups that should take extra care and protection with monitoring your daily health:

- You are 65 years old or older
- You have a condition that affects your immune system (for example, HIV/AIDS, lupus, other autoimmune disorder)
- You have a chronic health condition (for example, diabetes, emphysema, asthma, heart condition)
- You are getting treatment that affects your immune system (for example, chemotherapy, corticosteroids, TNF inhibitors)

Self-isolation Policy for Vacation and Other Non-Work Events

When an employee takes a vacation outside of Canada while the Covid-19 Travel restrictions are in place, the employee will be required follow the Government of Canada rules to self-isolate for fourteen (14) days upon their return, even if they have no symptoms. This is mandatory. This fourteen (14) day self-isolation period will be taken as an unpaid leave.

Employees should remain diligent to ensure social distancing guidelines are being followed when attending non-work gatherings/events of ten plus (10+) people. An inability to social distance increases your risk of exposure to the virus and the chance you will be required to self-isolate for fourteen (14) days if someone you come in contact with receives a positive test result.

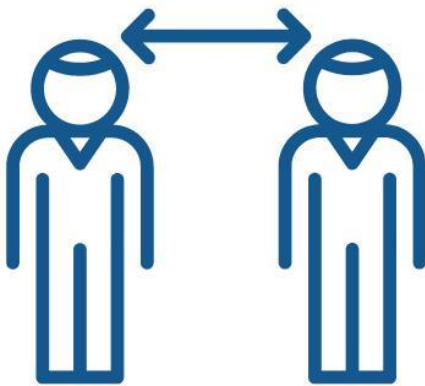
The attached four City of Toronto posters for Social Distancing, Cover Your Cough, Protect Yourself and Wash Your Hands shall be reviewed weekly as part of the Tailgate Talks with all employees and posted on all Health and Safety Boards and included with Health and Safety Job Books.

COVID-19

Novel Coronavirus

Help stop the spread of
COVID-19.

Please keep your physical distance



- Physical distancing means keeping 2 metres apart from others

Residents are reminded to use credible, evidence-based sources of information about this new coronavirus. Toronto Public Health's website is updated regularly as new information becomes available to help keep residents informed about COVID-19.

Visit toronto.ca/covid19



MASK OR FACE COVERING REQUIRED

All persons entering or remaining in these premises shall wear a mask or face covering which covers the nose, mouth and chin as required under City of Toronto by-law no. 541-2020.



Exceptions include people who cannot wear a mask for medical reasons, or children under two years old, or those who require accommodation in accordance with the Ontario Human Rights Code. Proof of a medical condition is not required.



Visit toronto.ca/COVID19

COVID-19

Novel Coronavirus

Help prevent the spread of germs and protect yourself from COVID-19 and other respiratory viruses.

Cover Your Cough



- Cover your cough or sneeze with a tissue, then immediately throw the tissue in the garbage and wash your hands.
- If you don't have a tissue, sneeze or cough into your sleeve or arm.

Residents are reminded to use credible, evidence-based sources of information about this new coronavirus. Toronto Public Health's website is updated regularly as new information becomes available to help keep residents informed about COVID-19.

Visit toronto.ca/covid19 or call 416-338-7600.



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Novel Coronavirus

Protect Yourself

The best way to prevent infection is to avoid being exposed to the virus with prevention measures including:



- Wash your hands often with soap and water or use an alcohol-based hand sanitizer.



- Avoid touching your eyes, nose, and mouth with unwashed hands.



- Avoid shaking hands with others.



- Practice physical distancing and avoid contact with people who are ill.



- Stay home when you are ill.



- Cover your cough or sneeze with a tissue, then immediately throw the tissue in the garbage and wash your hands. If you don't have a tissue, sneeze or cough into your sleeve or arm.



- Clean and disinfect frequently touched objects and surfaces.

Visit toronto.ca/covid19

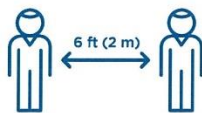
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HOW TO WEAR A CLOTH MASK



- ✓ Do wash your hands before putting it on and taking it off
- ✓ Do make sure it fits comfortably over mouth and nose for easy breathing
- ✓ Do wash your cloth mask after each use in the laundry
- ✓ Do clean surfaces that a dirty mask touches
- ✗ Don't touch your face or mask while using it
- ✗ Don't use masks on children under 2 or those who can't breathe with them on
- ✗ Don't share your mask with others
- ✗ Don't wear medical masks, keep them for health care workers

You still need to:



Keep a 2m distance



Wash hands often



Visit toronto.ca/COVID19

WHY SHOULD I WEAR A CLOTH MASK?



- ✓ Protects others from your germs
- ✓ Required in indoor public spaces under City of Toronto By-Law 541-2020
- ✓ Be respectful of people who can't wear masks for medical reasons
- ✗ Don't give to children under the age of two
- ✗ Don't give to people with trouble breathing
- ✗ Don't use medical masks. Keep them for front-line workers.

**We still need to stay 6 feet (2 metres)
apart and wash our hands often.**



Gazzola Paving Limited Covid-19 Form

Name: _____

Date: _____

☐ Gazzola Employee ☐ Other If other, Company Name _____

	Y	N
1. Are you experiencing any of the following symptoms? <ul style="list-style-type: none">severe difficulty breathing (struggling for each breath, can only speak in single words), severe chest pain (constant tightness or crushing sensation), feeling confused (for example, unsure of where you are), losing consciousness	<input type="checkbox"/>	<input type="checkbox"/>
2. Are you experiencing any of the following symptoms? <ul style="list-style-type: none">Fever (feeling hot to the touch, a temperature of 38 degrees Celsius or higher), chills, cough that's new or worsening (continuous, more than usual), barking cough, making a squeaky or whistling noise when breathing (croup), shortness of breath (out of breath, unable to breathe deeply), sore throat, difficulty swallowing, hoarse voice (more rough or harsh than normal), runny nose, stuffy or congested nose, lost sense of taste or smell, headache, digestive issues (nausea/vomiting, diarrhea, stomach pain), fatigue (lack of energy, extreme tiredness), falling down more than usual, sluggishness or lack of appetite	<input type="checkbox"/>	<input type="checkbox"/>
3. Have you travelled outside of Canada in the last 14 days?	<input type="checkbox"/>	<input type="checkbox"/>
4. Has someone you are in close contact with tested positive for COVID-19? For example, someone in your household or workplace.	<input type="checkbox"/>	<input type="checkbox"/>
5. Are you in close contact with a person who either: <ul style="list-style-type: none">is sick with new respiratory symptoms? (Respiratory symptoms can include fever, cough or difficulty breathing) orrecently travelled outside of Canada?	<input type="checkbox"/>	<input type="checkbox"/>

If you answered Yes to any of these questions, you should self isolate for 14 days and will not be allowed on any of Gazzola's sites until your self isolation period is over.

If you answered No to these questions, please continue to practise the following:

- Social Distancing
- Practice Good Personal Hygiene
- Clean and Sanitize Your Workplace Regularly

Forehead Temperature Checks

TPI (model # 381A)

The surface temperature of the forehead should be 33 °C +/- 1.5 °C provided that the forehead has not recently been covered by a hat or toque. Temperatures above 34.5 °C shall be rechecked after five minutes to verify. Anyone showing temperatures above 34.5 °C shall be sent home to self-isolate and/or seek medical attention.

MOBI (model #HTD8813C)

The temperature of the forehead should be 36.5 °C +/- 1.0 °C provided that the forehead has not recently been covered by a hat or toque. Temperatures above 37.5 °C shall be rechecked after five minutes to verify. Anyone showing temperatures above 37.5 °C shall be sent home to self-isolate and/or seek medical attention.

My Temperature