



Building Restoration Corporation

COVID-19 Update: 5/11/2020

BRC Team,

We wanted to take a minute and thank you all for your hard work and understanding during these challenging and uncertain times. You have all not only taken the time to work with us to understand the necessary precautions being asked but done so without question. As we get deeper into the season, and projects continue we want to remind you to please be diligent and maintain following the guidelines that have been laid out to you previously.

The following guidelines provided by the CDC should be followed whenever possible to avoid any unnecessary spread of the virus. Please remember to visit the [CDC website](#) for the most up to date and accurate information and guidelines regarding the Coronavirus/COVID-19, they are constantly releasing new information.

- No one with symptoms such as a fever, cough or difficulty breathing is to be present on the job site, shop or office.
- Any person who exhibits the symptoms of COVID-19 will be asked to leave the site immediately and report to management by phone for further direction. Such individuals will not be permitted to return without medical clearance provided by their medical professional.
- Individuals that have been directed to self-quarantine or isolation due to either a positive test result or suspected contraction of the virus by a medical professional will be required to have at least 10 days passed since symptoms first appeared, and at least 3 days (72 hours) since recovery without medication.
- If you are sick in any other way outside of the symptoms listed above, and those listed by the CDC on COVID-19, please refrain from coming to the jobsite until you no longer have symptoms.
- If you or anyone at home is showing symptoms of COVID-19, or has been quarantined by a medical professional, we ask that you also self-quarantine for the required time outlined by the CDC (currently 14 days).
- Practice social distancing whenever physically possible. Maintain 6' distance between you and your coworkers whenever possible and avoid congregating in tight spaces such as vehicles and the job trailer.
- All organizations with personnel on site are expected to monitor their employees for any signs of illness, exposure or any high-risk activity (travel to areas with high incidence of the virus, living with a person diagnosed with the illness or symptoms) and prevent them from coming to the site, and notify your direct supervisor immediately.
- During lunch and general breaks, refrain from gathering in groups and try to eat lunch on your own in your vehicles or separate space.
- Use respiratory etiquette and cover your mouth and nose with your elbow while coughing and sneezing.
- Visitors are not permitted on the jobsite without prior approval. Only personnel required on site to perform, supervise or monitor the work should be onsite.
- Any specific directives of our project owners will be communicated and strictly enforced.
- If you are unable to work for an extended period of time due to illness or quarantine, unemployment will be available immediately without a waiting period.
- Clean hands frequently with hand sanitizer or washing with hand soap when available at each project site.
- Wipe down commonly used surfaces with disinfecting wipes daily.
- Shaking hands and other physical contact is strongly discouraged.
- We will use phone/video conferencing to the extent possible to minimize the number of people on site.
- We will increase use of email communication and avoid large group meetings on site when possible.

Your health and safety at BRC is of the utmost importance. Please be mindful of taking care of yourself and respecting the guidelines listed above for the sake of others as well. If you have any questions or concerns about the listed job guidelines, please don't hesitate to reach out to me directly.

We are incredibly thankful for all of you who have been working tirelessly day in and day out to get the job done. From those hanging on the wall or mixing mud, to those in the shop making sure orders are being filled and projects are getting what they need, and everyone in between, you are all essential to BRC. You are the backbone of the company and BRC would not exist without your constant hard work and dedication.

Again, please feel free to reach out to your supervisor or myself with any questions you may have.

Take care,

Sincerely,

Jack Szmanda
Director of Operations
Building Restoration Corporation