



**Emergency  
Temporary Standard  
Infectious Disease  
Prevention: SARS-  
CoV-2 Virus That  
Causes COVID-19**

# Agenda

1. The requirements of this standard
2. CDC guidelines or State of Virginia guidance documents
3. The characteristics and methods of transmission of the coronavirus
4. The signs and symptoms of the COVID-19 disease
5. Risk factors of severe COVID-19 illness with underlying health conditions
6. The ability of asymptomatic and pre-symptomatic COVID-19 persons to transmit the coronavirus
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# 1. The requirements of this standard

- Virginia’s Department of Labor and Industry (DOLI) created this Emergency Temporary Standard.
- It is designed to establish requirements for employers to control, prevent, and mitigate the spread of SARS-CoV-2, the virus that causes coronavirus disease 2019 (COVID-19) to and among employees and employers.
- This standard applies to Invictus’s Virginia-based employees only.
- Four Exposure Risk Levels have been created by this standard:

Exposure Risk Level	Key phrase	Invictus Impact
Very High	“very high potential” contact within 6 feet	No impact
High	“high potential” contact within 6 feet	No impact
Medium	“more than minimal” contact within 6 feet	Shipboard work
Lower	“minimal” contact within 6 feet	All office settings

# 1. The requirements of this standard (continued)

- After July 27, 2020, we have to inform others of an Invictus employee that tests positive for COVID-19:
  - Other Invictus employees in the area,
  - Other employers in the area,
  - Landlords and tenants, if applicable
- After July 27, 2020, we have to report:
  - Any positive COVID-19 case to the Virginia Department of Health
  - Three or more cases within a 14-day period at the same worksite to the Virginia DOLI
- We have to create an Infectious Disease Preparedness and Response Plan by September 25, 2020
  - Our existing protocol (described in Section 10) meets most of the requirements of that plan
- We have to conduct training by August 26, 2020

## 2. CDC Guidelines or State of Virginia guidance documents

- From the beginning, we have used the Centers for Disease Control and Prevention (CDC) guidance for our protocol
- We will continue to use CDC guidance as we create the Infectious Disease Preparedness and Response Plan
- Note that CDC guidance changes as new information is gathered. Therefore, we will consult the CDC website routinely to check for changes, and we will revise our protocol accordingly

### 3. The characteristics and methods of transmission of the coronavirus

(source: CDC website, updated June 16, 2020)

- COVID-19 is thought to spread mainly through close contact from person-to-person. Some people without symptoms may be able to spread the virus.
  - Between people who are in close contact with one another (within about 6 feet).
  - Through respiratory droplets produced when an infected person coughs, sneezes, or talks.
  - These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
  - COVID-19 may be spread by people who are not showing symptoms.
- The virus may be spread in other ways
  - It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes. This is not thought to be the main way the virus spreads, but the CDC is still learning more about how this virus spreads.
  - At this time, the risk of COVID-19 spreading from animals to people is considered to be low.

## 4. The signs and symptoms of the COVID-19 disease (source: CDC website, updated May 13, 2020)

- People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.
- People with these symptoms may have COVID-19:
  - These three are key:
    - Fever or chills (Temperature above 100.4 F)
    - Cough
    - Shortness of breath or difficulty breathing
  - Other possible symptoms
    - Fatigue
    - Muscle or body aches
    - Headache
    - New loss of taste or smell
    - Sore throat
    - Congestion or runny nose
    - Nausea or vomiting
    - Diarrhea


## 4. The signs and symptoms of the COVID-19 disease (continued) (source: CDC website, updated May 13, 2020)

- When to seek emergency medical attention
  - Look for emergency warning signs\* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:
    - Trouble breathing
    - Persistent pain or pressure in the chest
    - New confusion
    - Inability to wake or stay awake
    - Bluish lips or face
- ❖ \*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.
- Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.




## 5. Risk factors of severe COVID-19 illness with underlying health conditions (source: CDC website updated July 31, 2020)

- Those who seem to be at higher risk for developing more serious complications from COVID-19 illness:
  - Older adults and
  - People who have severe underlying health conditions like heart disease or lung disease or diabetes



## 6. The ability of asymptomatic and pre-symptomatic COVID-19 persons to transmit the coronavirus (source: CDC website, updated July 31, 2020)

- There is growing evidence that there is a transmission risk from infected people without symptoms (**asymptomatic**) or before the onset of recognized symptoms (**presymptomatic**)
- This is a big reason for the Safe and Healthy Work Practices listed in the next section



## 7. Safe and healthy work practices (source: CDC website, updated July 31, 2020)

### 1. Wash your hands often

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

### 2. Avoid close contact

- Inside your home: Avoid close contact with people who are sick.
  - If possible, maintain 6 feet between the person who is sick and other household members.
- Outside your home: Put 6 feet of distance between yourself and people who don't live in your household.



## 7. Safe and healthy work practices (continued) (source: CDC website, updated July 31, 2020)

### 3. Cover your mouth and nose with a face covering when around others

- You could spread COVID-19 to others even if you do not feel sick.
- The face covering is meant to protect other people in case you are infected.
- Everyone should wear a face covering in public settings and when around people who don't live in your household, especially when other social distancing measures are difficult to maintain.
- face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the face covering without assistance.
- Do NOT use a face covering meant for a healthcare worker. Currently, surgical face coverings and N95 respirators are critical supplies that should be reserved for healthcare workers and other first responders.
- Do NOT use a face covering with an exhalation valve or vent. This can allow exhaled respiratory droplets to reach others and potentially spread the COVID-19 virus.
- Continue to keep about 6 feet between yourself and others.
- The face covering is not a substitute for social distancing.

# 7. Safe and healthy work practices (continued)

(source: CDC website, updated July 31, 2020)

## 4. Cover coughs and sneezes

- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow and do not spit.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

## 5. Clean and disinfect

- Clean AND disinfect frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- If surfaces are dirty, clean them. Use detergent or soap and water prior to disinfection.
- Then, use a household disinfectant. Most common EPA-registered household disinfectants will work.



## 7. Safe and healthy work practices (continued) (source: CDC website, updated July 31, 2020)

### 6. Monitor Your Health Daily

- Be alert for symptoms. Watch for fever, cough, shortness of breath, or other symptoms of COVID-19 (See Section 4).
- Especially important if you are running essential errands, going into the office or workplace, and in settings where it may be difficult to keep a physical distance of 6 feet.
- Take your temperature if symptoms develop.
- Don't take your temperature within 30 minutes of exercising or after taking medications that could lower your temperature, like acetaminophen.

## 8. PPE

- Cloth Face Coverings at Invictus facilities
  - Cloth face coverings must be brought to work.
  - Cloth face coverings are not required in the following situations:
    - While eating or drinking, and
    - Persons with health conditions that prohibit wearing a face covering.
  - Cloth face coverings do not need to be worn while sitting at your desk or workstation, as long as you maintain six feet of separation with other people.
    - You are urged to rearrange your work station so that you are more than six feet from others
  - Cloth face coverings must be worn in the following situations:
    - Visiting common areas such as printer, break room, or rest room
    - Whenever you are within six feet of other people, even in your office or work station, and particularly if you are attending a meeting.
  - Meetings
    - Wear a cloth face covering and maintain six feet of separation.
  - For Visitors:
    - Same as above except cloth face coverings must be brought by visitors and worn at all times.

## 8. PPE (continued)

- Cloth Face Coverings at other facilities (client office, shipyard, ship)
  - Follow host rules
  - Typically, wear a face covering if you cannot maintain six feet of separation
- Face Shields
  - At Invictus facilities, face shields are an acceptable substitute for cloth face coverings
  - At other facilities, follow host rules
- Gloves
  - Wearing gloves is not necessary for most situations
  - Wearing gloves is recommended when cleaning and disinfecting
    - Wash your hands after you remove gloves



## 9. Heat-Related Illness – Signs and Symptoms

- Heat rash occurs in hot and humid environments where sweat is not easily removed from the surface of the skin by evaporation.
  - The result is a red, bumpy rash that often itches.
  - Heat rash can be treated and prevented by keeping the skin dry and clean.
- Heat cramps are painful muscle spasms that usually follow strenuous work. The primary cause is the loss of body salt in the sweat.
  - Victims should drink electrolyte drinks to relieve the symptoms.

## 9. Heat-Related Illness – Signs and Symptoms (continued)

- Heat exhaustion results from loss of fluid through sweating when a worker has failed to drink enough fluids, take in enough salt or both. The worker with heat exhaustion still sweats but feels weak, giddy or nauseated. The skin may be clammy and moist, the complexion pale or flushed, and the body temperature normal or slightly higher.
  - Treatment is usually simple: The victim should rest in a cool place and drink an electrolyte solution. Severe cases involving victims who vomit or lose consciousness may require longer treatment under medical supervision.
- Heat stroke is the most serious health problem for workers in hot environments because the body of a person suffering from heat stroke does not sweat, excess heat is not released, causing the body temperature to rise to a dangerous level.
  - A victim's skin is warm and dry, and may be confused, delirious and experience convulsions or loss of consciousness.
  - Victims of heat stroke will die unless treated promptly. While waiting medical help, the victim must be moved to a cool area, given plenty of fluids and cooled as adequately as possible.



## 9. Heat-Related Illness - Prevention Efforts

- Water
  - Drink lots of water, about one cup every 15 minutes.
  - Avoid caffeinated drinks and heavy meals.
  - Sports drinks are also good for replacing fluid in the body, but use should be monitored due to the high sodium content.
- Rest
  - Rest regularly.
- Shade
  - Block out direct sun or other heat sources.
- Acclimation
- Allow time to adjust to hotter, more humid working conditions.

## 10. The anti-discrimination provisions in this standard

- Invictus shall not terminate or in any way discriminate against an employee:
  - Because the employee has exercised rights under the safety and health provisions of this standard,
  - Who voluntarily provides and wears the employee's own personal protective equipment, including but not limited to a respirator, face shield, or gloves, or face covering if such equipment is not provided by the employer, provided that the PPE does not create a greater hazard to the employee or create a serious hazard for other employees,
  - Who raises a reasonable concern about infection control related to the SARS-CoV-2 virus and COVID-19 disease to the employer, the employer's agent, other employees, a government agency, or to the public such as through print, online, social, or any other media.
- Nothing in this standard shall limit an employee from refusing to do work or enter a location that the employee feels is unsafe.
- Remember that part of Invictus's Safety Policy is to "provide a workplace that is free of recognized hazards."

# 11. Invictus's Protocol

- Remember that Invictus's protocol has been emailed to every employee and is posted on SharePoint on the COVID Information Center page
- We will review and revise our protocol by September 25, 2020 to make sure we have incorporated all the requirements of this standard.
- Highlights of our current protocol are:
  - For office facilities, teleworking and staggered shifts are encouraged.
  - Currently, maximum teleworking is taking place at Corporate, Village Ave, and Newport News
  - The cloth face covering protocol has already been described in Section 9
  - Employees returning from international travel (business or personal) need to self-quarantine for 14 days
  - Temporary COVID pay is available for those who cannot practice safe social distancing. Eligible employees are those working in Shipyards (non-office) and onboard Ships/Subs/Small Boats/Military Vehicles.

# Acknowledgement – Emergency Temporary Standard Infectious Disease Prevention: SARS-CoV-2 Virus That Causes COVID-19

Please confirm that you have read this training in its entirety by e-signing this acknowledgment.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

Emp. #: \_\_\_\_\_



**INVICTUS**  
ASSOCIATES