

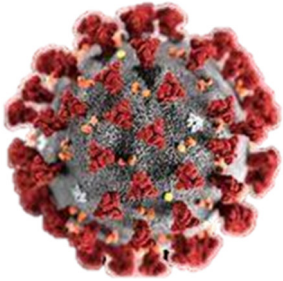
# LESSON LEARNT



PREPARED BY: Corporate QHSE Dept.

N° 02/2020 Date: February 2020

OBJECT COVID -19



In a moment of particular emergency, developed so rapidly by now in all projects, Sicim has decided to adopt and disseminate various preventive measures for the management of COVID-19 Emergency.

**As indicated by International Authorities, it is absolutely forbidden for anyone with symptoms such as cold, cough, breathing difficulties, fever > 37,5°C to go to the workplace.** Prohibition is also valid for:

- who has been in "close contact" with people diagnosed with Covid-19 infection, or people under quarantine and who have developed flu-like symptoms;
- who has been in "close contact" with "Suspected Cases" of COVID-19 infection.

For definition of "close contact" and "Suspected Cases" refer to Corp. doc. 0904-SI-032\_Prevention and management of COVID-19 or ask to project HSE personnel.

## GOOD PRACTICES

- Frequently wash the hands with soap and water for at least 20 seconds or with alcohol-based handrub;
- Avoid touching the eyes, nose, or mouth with unwashed hands;
- Avoid shake hands and close contact with people who are sick and physical contact with other workers;
- Maintain a safety distance of at least one (1) meter from each person;
- "Stay @ Home" Campaign promotion; budge just for work needs, health reasons or specific and urgent needs.



## RULES: Offices, Coffee rooms, Canteen and Dressing Room – Project public areas

- Fill in and deliver to Sicim personnel the appropriate Self-Declaration form before entering the building;
- It is mandatory to use hand sanitizer at the entrance and exit of the changing rooms, canteens and common spaces;
- All personnel entering on site/offices must be subject to a fever check in the morning and after the lunch break. The checks shall be verified and counted. If temperature > 37,5°C or some flu symptom is detected, access is not permitted;
- Access to the Offices, Coffee rooms, Canteen and Dressing Room shall:
  - be limited to one person at a time in coffee rooms and refreshment points;
  - for Offices, Canteens and Dressing rooms will be limited with the obligation to keep a safety distance from each other. It is mandatory to define max contemporary presence and sign to show max contemporary presence at each of these aggregation environment;
- All employees who work in offices are required to ventilate the offices at least 2 times a day;
- Limit/cancel non-essential work travel / meetings;
- Limit to minimum all appointments in order to reduce visitors' entrance and minimize the time of the visit.



## RULES: Project Sites

- Personnel transportation to/from project sites: all drivers & occupants must ensure distance of more than 1 meter and continuous ventilation, if these measures cannot be maintained wear masks throughout the journey and clean the hands with hand sanitizer before entering the vehicle;
- Toolbox talks are suspended if there is not enough room to guarantee safe distance between workers – 1 meter;
- Immediately notify the direct supervisor in the event of any flu symptom; the direct supervisor shall inform the HSE/HR department.

## TREATMENT:

1. The people for whom the Local Public Health Authority ascertains the need to start health surveillance and fiduciary isolation must maintain the state of isolation for fourteen (14) days from the last exposure and must avoid all social contacts;
2. SICIM personnel presenting flu symptoms or fever will be isolated in the accommodation to prevent the possible spread of the virus. Daily contacts to be reduced to minimal (health check, food delivery in room, cleaning);
3. If flu symptoms persist even on the day after the symptoms appear, the worker will be transferred to the nearest clinic/hospital.

## RECEPTION BY THE PROJECT

WHICH ACTIONS IDENTIFIED TO BE IMPLEMENTED IN THE PROJECT:

Project Manager:  
Signature:

HSE Project Manager:  
Signature: