

## ElectriCities Training COVID-19 Guidelines

ElectriCities is committed to protecting the safety and health of our members and our employees from the spread of COVID-19. To that end, ElectriCities is taking steps to ensure our training classes are as safe as possible. However, each participant must do his or her part to ensure we all enjoy a healthy learning environment.

Participants who meet the following criteria will not be permitted to participate in an ElectriCities school and should contact ElectriCities' Training Coordinator as soon as possible to cancel their registration:

- Are experiencing symptoms of COVID-19 as defined by the Center for Disease Control or Appendix A below;
- Tested positive for COVID-19, been in close contact\* with someone diagnosed with COVID-19 or quarantined for exposure to COVID-19 in the last 14 days\*\*

*\*The CDC defines "close contact" as someone who was within six feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from two days before illness onset (or, for asymptomatic patients, two days prior to test specimen collection) until the time the patient is isolated.*

*\*\*See Appendix B for NCDHHS & CDC guidance on alternative options to reduce the quarantine period.*

Further, ElectriCities is implementing the safety protocols outlined below for all ElectriCities training classes or schools. **Conscious failure to follow the protocol as outlined will result in the cancellation of the participant's registration without the option for a refund.**

### Personal Wellness Monitoring

- Any participant in an ElectriCities training class or school is required to monitor his or her personal wellness by conducting the daily COVID Self-Assessment provided in **Appendix A** each day he or she attends class. Any participant answering "yes" to any of the self-assessment questions prior to, or during an ElectriCities training class or school should remain home (or at his or her hotel) and contact his or her supervisor and the ElectriCities instructor for further instructions. This assessment **will not** be collected but is for personal use.
- If a participant is observed displaying any of the symptoms outlined in the self-assessment while at an ElectriCities training school, he or she will be asked to return home until cleared to return to work by his or her physician and/or public health officials.

### Physical Distancing and Barriers Protocol

- Students and instructors are encouraged to physically distance from others in the classroom environment to reduce the risk of infection. Including:
  - Avoid touching surfaces touched by others to the extent feasible, unless sanitized
  - Avoid anyone that appears to be sick or is coughing or sneezing in a manner not consistent with his or her normal behavior
- Face masks must be worn in all indoor classroom areas. Face masks may be removed outdoors. ElectriCities will provide a face mask each day as students report to class.

- Participants are to avoid sharing materials unless essential, this includes PPE, hand tools, rain suits, clothing, etc. ElectriCities will notify students of any additional materials to bring to the school to assist in limiting shared materials.

## Disinfection Measures & Protocol

- ElectriCities and/or our educational partners will provide necessary disinfecting spray and/or wipes and hand sanitizer for the classroom and field.
  - Shared materials (used in the field) are to be disinfected before and after use by the participant who has utilized that item. This includes, but is not limited to: hot sticks, hoists, grips, bucket truck controls (upper and lower), steering wheels
- Rubber or leather work gloves will be worn during field activities at all times.
- ElectriCities will utilize an oversized classroom that allows for social distancing and will ensure the classroom is cleaned daily.
- No tobacco products are permitted in the classroom at any time.

## Exposure Protocol

Participants who have COVID-19 symptoms or COVID-19-like illness shall notify their ElectriCities instructor and stay home.

If a participant reports or is showing symptoms of COVID-19 during an ElectriCities training course, the course will adjourn immediately to allow participants to return to a safe location for self-quarantine. The course will be rescheduled at a later date and each student will receive a non-transferrable credit to attend for free.

If a participant develops COVID-19 like symptoms, or tests positive for COVID-19 after an ElectriCities training course, the participant or their organization is responsible for notifying ElectriCities Human Resources department immediately to confidentially evaluate the situation and impacts to fellow students.

While we respect each individual's privacy, we have an obligation to notify participants who have been in contact with an individual with a confirmed or suspected case of COVID-19 so these participants can monitor their own health and take precautions to avoid spreading the disease further. We will not, however, disclose specific names or medical information about the individual without his or her consent.

### COVID Related Cancellation

Participants who need to cancel their registration after the cutoff date due to COVID-19 related concerns outlined above will receive a non-transferrable credit to use at a later date.

## Signature

All attendees must review the guidelines above and return a signed copy to **the ElectriCities Instructor** before entering an ElectriCities training class. By signing below, you confirm that you have reviewed the safety protocol above and will follow these requirements when reporting to an ElectriCities training class.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Additionally, please provide the following contact information:

Email Address: \_\_\_\_\_

Onsite Phone Number: \_\_\_\_\_

Emergency Contact Person: \_\_\_\_\_

Emergency Contact Phone Number: \_\_\_\_\_

## APPENDIX A

### COVID-19 Daily Self-Assessment

ElectriCities is committed to protecting the safety and health of our members and our employees from the spread of COVID-19. To that end, participants in any ElectriCities training class are required to conduct the following daily self-assessment before entering a training facility, ElectriCities office or coming in close contact with other class participants or instructors.

Please answer the following:

1. **Have you been diagnosed with COVID-19, in close contact with someone diagnosed with COVID-19 or quarantined for exposure to COVID-19 within the last 14 days?**
2. **Have you experienced any of the following new symptoms since you last reported to work?**

- Temperature of 100.0 degrees Fahrenheit or higher**
- Chills**
- Cough**
- Shortness of breath or difficulty breathing**
- Sore throat**
- New loss of taste or smell**
- Fatigue**
- Muscle or body aches** (*beyond what is typical for your daily work or activity*)
- Headache**
- Congestion or runny nose**
- Nausea or vomiting**
- Diarrhea**

#### **Required Actions**

If you answered yes to any of these questions, we ask that you do not report into the ElectriCities class. You may not enter the training facility. Instead, contact the ElectriCities Instructor and your own supervisor for next steps.

You will receive a refund or credit for a future ElectriCities course if you are unable to attend the course due to COVID-19.

*\*These symptoms will be updated and communicated regularly in alignment with CDC guidelines.*

*Please refer to the CDC's website below for the most current information:*

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>