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COVID 19 Prevention Plan



1. SCOPE

This COVID-19 Prevention Plan (the “Plan” or “Policy”) applies to all employees and places of employment except for places of employment where employees do not have contact with other people, where employees are working remotely from home, or where employees are health care facilities covered under the airborne transmissible disease regulation.

If there is a conflict between local health orders or this Plan, the local health order should be followed.

2. PURPOSE

California struggles with controlling COVID-19 cases from transmitting. The California Occupational Safety and Health Administration (“Cal/OSHA”) requires employers and employees who potentially may be exposed to COVID-19 to comply with title 8 Cal. Code of Regs. § 3205 et al. Cal/OSHA’s General Duty Clause, title 8 Cal. Code of Regs. § 3203, similarly obligates Employers to create and implement procedures to avoid exposures to COVID-19. The purpose of this Policy and training on this program is to communicate to managers and employees Stomper Company’s (the “Company”) policies, procedures and practices to prevent COVID-19 exposures and to limit COVID-19 potential hazards in the workplace.

This Plan is consistent with the Company’s Injury and Illness Prevention Program (“IIPP”) and other safety policies. This program incorporates all COVID-19 related policies, trainings, reports, job hazard assessments, notification templates, and any other documents created by the Company in response to any bill, local ordinance, statute, guidance or documents issued by the Center for Disease Control (“CDC”), federal agency, state agency, county agency, city agency or other governmental agency. Nothing in this document supersedes or nullifies the requirements in the Company’s IIPP.

3. DEFINITIONS

Several terms below will be used throughout this Policy. The definitions below are included to assist managers and employees in understanding the Company’s Policy.

“COVID-19” means coronavirus disease, an infection disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2 or referred to as the Virus).

A “COVID-19 case” means a person who:



- (1) Has a positive “COVID-19 test”;
- (2) Is subject to COVID-19 related order to isolate issued by a local or state health official; or
- (3) Has died due to COVID-19 in the determination of the local health department or per inclusion in the COVID-19 statistics of a county.

Once a doctor or licensed health care professional determines the person does not have COVID-19, then the person is no longer considered a COVID-19 case.

“COVID-19 exposure” means being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the “high-risk exposure period.” Facemasks do not limit exposure pursuant to this definition.

“COVID-19 hazard” means exposure to potentially infectious material that may contain the Virus that causes COVID-19. Potentially infectious materials include airborne droplets, small particle aerosols, and airborne droplet nuclei, which most commonly result from a person exhaling, talking or vocalizing, coughing, sneezing, or procedures performed on persons, which may aerosolize saliva or respiratory tract fluids, among other things. Surfaces or objects may also be contaminated with the Virus.

“COVID-19 symptoms” means fever of 100.4 degrees Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person’s symptoms were caused by a known condition other than COVID-19. Some common other conditions with similar symptoms include pregnancy, asthma, allergies, etc.

“COVID-19 test” means a viral test that is:

- (1) Approved by the United States Food and Drug Administration (FDA) or has an Emergency Use Authorization from the FDA to diagnose current infection with the Virus; and,
- (2) Administered in accordance with the FDA approval or the FDA Emergency Use Authorization as applicable.

“Exposed workplace” means any work location, working area, or common area at work used or accessed by a COVID-19 case during the high-risk period, including bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. The exposed workplace does not include buildings or facilities not entered by a COVID-19 case.



As of January 1, 2021, the “exposed workplace” also includes but is not limited to the building, store, facility, agricultural field, or other location where a worker worked during the infectious period.

“Face covering” means a tightly woven fabric or non-woven material with no visible holes or openings, covering the nose and mouth.

“Face mask” means a single-use general-purpose facemask that is authorized by the FDA for use as a source to help prevent the spread of COVID-19 infection. Neither face coverings nor facemasks are intended to be considered personal protective equipment and are not to be used interchangeably with face respirators.

“Primary Exposure” is the person who was in close contact with the subject employee. Close contact is being within 6 feet of the subject employee for a period of 15 minutes or more within a 24-hour period.

“Secondary Exposure” is anyone who was in close contact with the person who had Primary Exposure to the subject individual.

“High-risk exposure period” means the following time period:

- (1) For persons who develop COVID-19 symptoms: from two days before they first develop symptoms until 10 days after symptoms first appeared, and 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved; or
- (2) For persons who test positive who never develop COVID-19 symptoms: from two days before until ten days after, the specimen for their first positive test for COVID-19 was collected.

4. COVID-19 PREVENTION PLAN

4.1 Communication to Employees

Employees should immediately report to their supervisor if they are experiencing any signs or symptoms of the Virus, or if they believe they have been exposed to someone with COVID-19. Employees should also similarly immediately inform their supervisor if they believe they have possibly been exposed to any COVID-19 hazard in the workplace. A failure to report may be considered a safety violation, subject to the discretion of the Company. Any employee that reports any of the items above should do so without fear of reprisal. The Company has a strict non-retaliation and non-discrimination policy and will not tolerate anyone retaliating against, discriminating



against, or harassing any employee for informing the employer about any of the information in this paragraph.

The Company will accommodate employees in accordance with state and federal law.

If there is an event that requires the Company to provide employees with testing, such as if there are multiple COVID-19 cases at the facility, Company will provide employees with access to testing through the Covid Clinic. Affected employees will be informed as to why testing is being offered. All tests will be conducted during work hours. Affected employees are expected to inform their supervisor that they will be going to take a test. Affected employees must document any/all times they leave to take the test and return from taking the test. For non-exempt employees, the time spent waiting for a Company-mandated test will be considered working hours. While awaiting testing, affected employees are expected to comply with the Company's meal and rest break and overtime policies if allowed to remain on the job. Affected employees waiting for a Company-mandated test are required to immediately contact their supervisor before missing any meal or rest break, or before working overtime. Supervisors are to either authorize a premium meal period, rest period or overtime, or may ask the employee to leave the testing facility and return at a later time.

The Company will provide employees with notification in accordance with [AB 685/California Labor Code § 6409.6] and this Policy. Each employee that may have had COVID-19 exposure during a high-risk period will receive notification of the exposure. Personal identifying information of the COVID-19 positive case will not be provided to the employee or any other person unless specifically required by law or regulation. Union Representatives will also receive notice of the COVID-19 exposure in accordance with this Policy and AB 685/California Labor Code § 6409.6. The Company will also contact independent contractors or subcontractors that were at the workplace during the high-risk exposure period, who may have had COVID-19 exposure.

4.2 Identification and Evaluation of COVID-19 hazards

The Company welcomes employees and union representatives to identify COVID-19 hazards that may or may not have been identified by the Company. In order to beat the Virus, we need to work together to identify potential hazards that may be undetected. This includes informing supervisors of unidentified potential COVID-19 hazards that are new to the workplace, or existing hazards that are created by those employees who fail to follow guidelines. The Company encourages all employees to actively engage in COVID-19 hazard identification to prevent COVID-19 exposure in the workplace.



Employees, subcontractors, vendors, and authorized 3rd parties will be required to complete health screenings before entering the workplace. Health screenings include: screening questionnaire and temperature checks. See Form #6 for more information on the Company's health screening protocols. Any employee who falsifies information on their health screening certification will be disciplined, up to and including termination of employment. Any employee performing screening shall be provided appropriate PPE. Temperature checks must be conducted by no-contact thermometers.

Employees who test positive for COVID-19 or show any signs or symptoms of the Virus, or have had any exposure to COVID-19 will immediately leave the jobsite and/or remain at home. The supervisor will then immediately contact Dan Ruiz.

Employees who test positive will have to isolate for a minimum of 10 days plus 24 hours with no fever without the use of fever-reducing medications. A company paid return to work negative test will be required.

In order to help Stomper contact trace, employees who show signs or symptoms of the Virus will be asked to go for an immediate test. If the test is positive, employee will quarantine for 10 days from when signs or symptoms of the Virus first appeared plus an additional 24 hours without the use of fever-reducing medication. A company paid return to work negative test will be required.

Employees who have been exposed to COVID-19 and have no symptoms or a negative test will be asked to quarantine for 14 days from the last date of exposure. Stomper will require an initial company paid test for contact tracing purposes and a company paid return to work negative test will be required.

The Company will review the State and local department of public health orders relating to COVID-19 hazards and prevention.

The Company will evaluate existing COVID-19 prevention controls at the workplace and the need for additional controls.

The Company will assign a JSAS where required to conduct periodic inspections to identify violations of policy or protocol, additional hazards, or any unknown unhealthy work practices relating to COVID-19 to identify deficiencies in its program.

4.3 Investigating COVID-19 cases using the attached Form #1

Dan Ruiz and Stephen Rehrmann will be conducting two separate investigations into any COVID-19 positive case. The employer will first identify the date and time the



COVID-19 case was last present at the worksite, the date of the positive COVID-19 test or diagnosis (if possible), and/or the date of the onset of symptoms.

The first investigation will include an inquiry into how the individual contracted COVID-19, including evaluating previous cases, the facility, exposure to other COVID-19 cases or COVID-19 hazards, and obtaining information from the employee about the source of the transmission of the Virus from locations, activities and individuals outside the workplace, including but not limited to, outdoor gatherings, weekends, lunch breaks, etc. The first investigation will include contacting the COVID-19-positive employee and/or his or her family to determine COVID-19 case status, receiving information regarding test results, onset of symptoms, and any additional information to assist with recording COVID-19 cases.

The second investigation includes a contact tracing analysis. Contact tracing includes identifying individuals who were within close contact (6 feet for more than 15 minutes within any 24-hour period). The Company will identify people with close contact by collecting any of the following information and documents including: time clock data, schedules, lunch break/meal break data, video surveillance, interviews of COVID-19 case, etc. The Company's evaluation will also include evaluating common areas and commonly used items (such as equipment and materials), or places people congregated or visited in the workplace (such as the bathroom, hallways, aisles, walkways, elevators, break areas, etc.) associated with the COVID-19 case during the infectious period. Once the information and data are assembled and analyzed, the Company will create a list of close contacts and will notify those people of potential COVID-19 exposure. The Company will also provide notification compliant with [AB 685/California Labor Code § 6409.6] to all individuals who may have come in contact with the COVID-19 case, even if less than for 15 minutes or beyond distances greater than 6 feet.

As part of the contact tracing investigation, the Company will also identify people who may have come in contact with a COVID-19 case but may not have had close contact. This list will be used to identify individuals who require notification under [AB 685/California Labor Code § 6409.6]. Employees, subcontractors, third parties, and union representatives will receive notification within 24 hours in accordance with [AB 685/California Labor Code § 6409.6]. Personal identifying information or the protected health information ("PHI") of COVID-19 cases will not be provided on this notification and will never be provided without proper consent or unless otherwise required by law.

The Company will offer and provide testing to those employees who were identified as having potential COVID-19 exposure through close contact. Records for these tests will be kept in accordance with title 8 Cal. Code Regs. § 3204.



4.4 Correction of Hazards

The Company will conduct a review of its policies and procedures after each COVID-19 exposure incident to determine if there were any additional measures that could have been taken to reduce exposure to COVID-19. The Company will review its investigation and inspection records to determine if any other correcting hazards could have taken place to reduce the risk of COVID-19 exposure.

4.5 Training (See Stomper's Corporate COVID Safety Policy in Appendix)

The Company will provide training and/or information to all employees including on the following subjects:

Employees will be trained on the policies and procedures outlined in this COVID 19 Prevention Plan

Employees will be provided with information on types of benefits available and how an employee can obtain information regarding whether they are entitled those benefits or how to request those benefits. Some benefits that an employee may be entitled to include the following workers compensation, COVID-19 leave pursuant to the Families First Coronavirus Response Act, Supplemental COVID-19 leave as required under state or local law, Paid Sick Leave, Family Medical Leave Act, California Family Rights Act, etc.

Employees will be provided training on COVID-19 including how the Virus can be spread (such as through the air when a person talks, vocalizes, sneezes, coughs, or exhales), how the Virus can be transmitted (such as on contaminated objects when the person then touches their eyes, nose or mouth), and that a person can be asymptomatic with the Virus. Employees will also be instructed that in some situations, virus particles can travel more than six feet, so the Company's policies should be enforced and followed in concert to reduce exposure.

Employees will be trained on physical distancing procedures as outlined in the Physical Distancing policy.

Employees will be trained on face covering and facemask policies.

Employees will be trained on prevention methods including frequent hand washing with soap and water for 20 seconds and the use of hand sanitizer.

Employees will be trained on not coming to work when they have any signs or symptoms of COVID-19, if they have tested positive for COVID-19, if they have been exposed to anyone with COVID-19, or if they are awaiting a positive test because either they or a medical professional believes they may have been exposed to COVID-19.



4.6 Physical Distancing

The Company has adopted several practices to ensure physical distancing including the following:

- Informing employees they are to maintain 6 feet of distance at all times while they are at the worksite, including in the parking lot or other areas around the facility and during lunch and meal breaks.
- If the work requires employees to be within 6 feet of each other, face masks (N95 with no exhaling valve) and face shields must be worn. The work should also be addressed on the daily JHA.
- Offering telework or remote work assignments where it is not necessary for employees to be at work, when it is required under local or state order, and if remote work is available.
- Limiting occupancy at the workplace, if feasible.
- Using floor markings or other visual cues to identify methods of travel and restricted areas if possible.
- Staggering arrival times, departure times, breaks, and shifts if possible.
- Adjusting work processes and procedures to where single individuals perform functions rather than working in pairs if possible.
- Separating furniture or locations where employees perform work tasks.
- Limiting seats in the break rooms.
- Limiting seats in conference rooms.

4.7 Face Covering/Face Mask Policy

The Company will provide face coverings or masks for all employees. The Company will also ensure that employees, subcontractors, vendors, and authorized third parties are wearing a facemask/face covering in accordance with state or local guidance. These face coverings and/or masks are not considered personal protective equipment (“PPE”) or a substitute for physical distancing, personal hygiene, and additional cleaning and disinfecting protocols discussed in this document. Employees should wear masks over



their nose and mouth at all times, or when otherwise required by the California Department of Public Health (“CADPH”) or local health department.

Use of Face Coverings

Each employee will receive a face covering/facemask at the beginning of their shift. Depending on supply, and as needed, employees may be provided additional face coverings throughout the day. The Company will provide receptacles for used/soiled face coverings and will provide clean face coverings each day.

Rules of Use for all Employees

Employees must follow the instructions provided for in the “Fitting/Removing/Reusing of Face Covering” section described below.

At the end of shift, employees must properly dispose of used/soiled face coverings as instructed.

Employees must not wear a face covering if doing so will adversely affect their health. If an employee believes the use of a face covering will affect his or her health, s/he should speak with Stephen Rehrmann. Employees will be exempted from wearing face coverings if they have a medical condition, mental health condition, or disability and will be provided with a non-restrictive alternative such as a face shield with a drape on the bottom, if their condition or disability permits.

Employees must not wear a face covering if doing so will inhibit job functions. Employees should check with their supervisors to ensure which job functions can and cannot be performed while wearing a face covering.

Failure to follow these rules may result in discipline, up to and including, termination.

4.8 Instructions on Fitting/Removing/Reusing Face Covering for all Employees

In order to properly use the face covering, Employees must ensure that:

- The covering fits snugly but comfortably against the sides of their face and covers their nose and mouth;
- The covering is secured either by ties or ear loops; and,
- Employees can breathe without restrictions.



When removing the face covering, Employees must:

- Avoid touching their eyes, nose, and mouth; and
- Wash their hands with soap and water for at least 20 seconds following the removal of the face covering.
- When soap and running water are unavailable, use an alcohol-based hand rub product with at least 60% alcohol. Employees should not use hand sanitizer with methyl alcohol.

Additionally, if they remove their face covering during the workday (e.g., to drink or eat) they must:

- Avoid touching the inside of the covering;
- Account for the whereabouts of the removed covering at all times;
- Wash their hands with soap and water for at least 20 seconds after putting the covering back on. When soap and running water are unavailable, use an alcohol-based hand rub product with at least 60% alcohol; and,
- At the end of shift, properly dispose of the used/soiled covering as instructed by the Company and wash their hands for at least 20 seconds or use an alcohol-based hand rub product with at least 60% alcohol.

4.9 Other Engineering Controls, Administrative Controls, and Personal Protective Equipment

The Company has implemented cleaning and disinfecting procedures including:

- Regularly cleaning and disinfecting frequently touched surfaces and objects, such as doorknobs, elevator buttons, tools, handrails, handles, commonly used equipment, bathroom surfaces, and equipment controls. The Company has a strict cleaning protocol, which is included in Stomper's COVID-19 Prevention Policy
- Employees are forbidden from sharing PPE.
- The Company will evaluate its handwashing facilities to determine if additional facilities are needed. The Company will also provide additional breaks for employees to allow them to wash their hands for at least 20 seconds.
- Through its job hazard assessment, the Company will evaluate whether there is a need for PPE, such as gloves, goggles and face shields, to reduce or prevent exposure to COVID-19 hazards. The Company will provide such PPE as needed.



- The Company will evaluate the need for respiratory protection in accordance with title 8 Cal. Code of Regs. § 5144, especially where physical distancing requirements are not feasible and other engineering controls are not available, such as Plexiglas dividers or other effective measures, to reduce COVID-19 hazards.

4.10 Reporting, Recordkeeping and Access

The Company will report all COVID-19 cases as required by the local department of health whenever required by law.

The Company will report any COVID-19 serious illness or death in accordance with title 8 Cal. Code of Reg. § 330(h).

The Company will maintain records of steps taken to implement this Policy including its job hazard assessment.

A copy of this Policy is available in the office, on the supervisors jobsite tablets, and at stompercompany.com/employees. Additionally, this policy will be made available to the union representatives and to the Cal/OSHA's Division of Enforcement (the "Division") upon request.

The Company will maintain a record of all employee COVID-19 positive cases including the name of the employee, contact information, job title, locations where the employee worked, the date of the last day worked, and the date of the positive test.

4.11 Exclusion of COVID-19 Cases in the Workplace

The Company will maintain benefits for an employee who is out on COVID-19 leave in accordance with law.

4.12 Return to Work Criteria

The Company will return employees to the workplace as follows:

- Employees will not be returned if they have signs or symptoms until:
- At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medication;
- COVID-19 symptoms have improved; and,
- At least 10 days have passed since COVID-19 symptoms first appeared.
- A company paid return to work COVID-19 test is negative



- Employees who tested positive but were asymptomatic will not return to work until:
- A minimum of 10 days have passed since the collection of the specimen of the first positive COVID-19 test.
- A company paid return to work COVID-19 test is negative

If the Employee has had a primary exposure, the initial test us negative and has had no symptoms and who is quarantined or isolated by a local or state health official, the employee will not return to work until:

- The period of isolation or quarantine is completed or the order is lifted; or
- 10 days from the time the order to isolate was effective; or
- 14 days from the time, the order to quarantine was effective.
- A company paid return to work COVID-19 test is negative

5. Multiple COVID-19 Infections and COVID-19 Outbreaks

5.1 Scope

If the local department of health has identified the facility as an outbreak or there are three or more COVID-19 cases in an exposed workplace within a 14-day period, the Company will enact enhanced procedures. These policies will apply until there are no new COVID-19 cases detected in a workplace for a 14-day period.

5.2 Testing

The Company will provide COVID-19 testing to all employees who were present during the period of the outbreak. The testing will be provided at no cost to employees and employees will be paid for time spent taking the test. Employees should continue to follow the Company's policies, including meal and rest break policies and overtime policies in the Company's handbook, while they are getting tested. If an employee must miss a meal or rest break, or exceeds an 8 hour workday, the employee must immediately contact their supervisor for permission. The Company will either ask the employee to return for a test at another time or provide premium pay for the missed meal or rest break and/or overtime pay for the time spent waiting for the test. The Company has specific procedures for employees to monitor and track the time they spend waiting for a test. See Form #4.

The Company will provide testing to all employees who were in the exposed workplace during the relevant period of the exposure. All employees will be offered testing once, and then one week later.

The Company will continue COVID-19 testing of employees who remain at the workplace at least once per week or more frequently if recommended by the local health department until there are no more positive COVID-19 cases within a 14-day period.



5.3 COVID-19 Multiple Infection Cases

The Company will ensure positive COVID-19 cases and COVID-19 exposures are excluded from the workplace.

The Company will investigate all COVID-19 illnesses relating to an Outbreak.

The Company will also investigate and correct any new or unidentified hazards for any Outbreaks and will review its policies to implement any changes relating to its investigation. The Company will review to ensure it is offering all available and required leave to its employees. The Company will re-review all policies and procedures every 30 days that the Outbreak continues. The Company will also evaluate other feasible options for reducing COVID-19 hazards.

The Company will promptly report to the local health department within 48 hours after the employer knows or with a diligent inquiry would have known of the three positive COVID-19 cases. The notification should include the name of each positive individual, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status (if any), the North American Industry Classification System (“NAICS”) code of the workplace, and any other information requested by the local health department. The duty to report continues for every case until the Outbreak is resolved. After January 1, 2021, the employer shall notify the local health department in accordance with [AB 685/California Labor Code § 6409.6].

6. Major COVID-19 Outbreak

1.1 Scope

If there are 20 or more COVID-19 cases in an exposed workplace within a 30-day period, the Company has enhanced procedures. These policies will apply until there are no new COVID-19 cases detected in a workplace for a 14-day period.

6.2 Testing

The Company will provide COVID-19 testing twice a week, or more frequently as recommended by the local health department, to all employees present at the exposed workplace during the relevant 30-day period and for those who remain at the workplace. The testing will be provided at no cost to employees and employees will be paid for time spent taking the test. Employees should continue to follow the Company’s policies, including meal and rest break policies and overtime policies in the Company’s handbook, while they are getting tested. If an employee must miss a meal or rest break, or exceeds an



8 hour workday, the employee must immediately contact their supervisor for permission. The Company will either ask the employee to return for a test at another time or provide premium pay for the missed meal or rest break and/or overtime pay for the time spent waiting for the test. The Company has specific procedures for employees to monitor and track the time they spend waiting for a test. See Form 4.

6.3 COVID-19 Major Multiple Infection cases

The Company will ensure positive COVID-19 cases and COVID-19 exposures are excluded from the workplace.

The Company will investigate all COVID-19 illnesses relating to an Outbreak.

The Company will also investigate and correct any new or unidentified hazards for any Outbreaks and will review its policies to implement any changes relating to its investigation. The Company will review to ensure it is offering all available and required leave to its employees. For the duration of the Outbreak, the Company will re-review all policies and procedures every 30 days. The Company will also evaluate other feasible options for reducing COVID-19 hazards, including whether it can recirculate air with Minimum Efficiency Reporting Value (“MERV”) 13 or higher efficiency filters, or other comparable air filtration, whether they could add portable or mounted High Efficiency Particulate Air (“HEPA”) filtration units, or other air cleaning systems to reduce risk, whether a respirator protection program or changes to the respiratory protection program would address the COVID-19 hazards, whether the Company should stop some operations until the exposure is under control and any other measure deemed necessary by the Division.

The Company will promptly report to the local health department within 48 hours after the employer knows or with a diligent inquiry would have known of the three positive COVID-19 cases. The notification will include the name of the positive individual, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status (if any), the NAICS code of the workplace, and any other information requested by the local health department. The duty to report continues for every case until the Outbreak is resolved. After January 1, 2021, the employer shall notify the local health department in accordance with [AB 685/California Labor Code § 6409.6]

7. POLICY AGAINST COVID-19-RELATED DISCRIMINATION, HARASSMENT & RETALIATION



As further reflected in its separate Policy Against Harassment and Discrimination, the Company is committed to providing a workplace free of unlawful harassment and discrimination. This includes harassment of or discrimination against individuals for COVID-19-related reasons, including but not limited to an individual's exposure or possible exposure to COVID-19, showing symptoms of COVID-19, testing positive for COVID-19, taking a leave of absence for COVID-19-related reasons, reporting violations of the Company's health, safety, or social distancing policies, or any other reason protected by local, state, or federal law.

The Company strongly disapproves of and will not tolerate harassment of or discrimination against applicants, employees, unpaid interns, or volunteers by managers, supervisors, co-workers, or third parties with whom employees come into contact. Similarly, the Company will not tolerate harassment by its employees of non-employees with whom the Company employees have a business, service, or professional relationship.

Discrimination Defined

It is a violation of Company policy to discriminate in the provision of employment opportunities, benefits or privileges; to create discriminatory work conditions; or to use discriminatory evaluative standards in employment if the basis of that discriminatory treatment is, in whole or in part, for COVID-19-related reasons, described above. Discrimination in violation of this policy will be subject to disciplinary measures up to and including termination.

Harassment Defined

The Company also prohibits harassment of any kind, including harassment related to COVID-19, and will take appropriate and immediate action in response to complaints or knowledge of violations of this policy. For purposes of this policy, harassment is any verbal or physical conduct designed to threaten, intimidate or coerce an employee, co-worker, or any person working for or on behalf of the Company, including harassment for COVID-19-related reasons, described above. Harassment in violation of this policy will be subject to disciplinary measures up to and including termination.

Reporting and Disclosure of COVID-19-Related Information

The Company expects and requires that all employees stay home, notify their supervisor, and get tested if they experience cough, fever, difficulty breathing, shortness of breath, chills, muscle pain, headache, sore throat, or the loss of taste or smell while on the job (COVID-19-related symptoms). The Company expects and requires that all

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employees to immediately report to Stephen Rehrmann if they experience COVID-19-related symptoms while on the job.

The Company will comply with all applicable statutes and regulations that protect the privacy of persons who have tested positive for or have been exposed to COVID-19. Although all reasonable measures will be taken to ensure procedurally sufficient safeguards to maintain the personal confidence about persons who have tested positive for or who have been exposed to COVID-19, the Company will also comply with all local, state, and federal requirements related to the disclosure of information when an employee is exposed to, experiences symptoms or, or tests positive for COVID-19.

Reporting and Investigating Violations of Company Health, Safety, or Social Distancing Policies

The Company takes the health and well-being of its employees very seriously and has implemented various health, safety, and social distancing policies in order to better protect its employees against COVID-19. Employees are encouraged to report any violations of these policies to Stephen Rehrmann so that the appropriate investigation and corrective action can be taken. The Company will not tolerate any retaliation against any employee for making a good faith complaint of a COVID-19-related policy violation.

Reporting and Investigating Harassing or Discriminatory Conduct

The Company understands that victims of harassment or discrimination are often embarrassed and reluctant to report their experiences for fear of being blamed or due to concerns about being retaliated against. However, no employee should have to endure harassing or discriminatory conduct, and the Company therefore encourages employees to promptly report any such incidents so that corrective action may be taken. Any incidents of COVID-19-related harassment or discrimination should be reported immediately to the Stephen Rehrmann, who is responsible for investigating these complaints.

An employee is not required to complain to Stephen Rehrmann if that person is the individual who is discriminating against or harassing the employee, but may instead report the conduct to his or her immediate supervisor or any other member of management. Supervisors and managers who receive complaints or who observe such conduct must immediately inform Stephen Rehrmann or other appropriate company official so that an investigation may be initiated.

Every reported complaint of harassment or discrimination will be investigated thoroughly and promptly by impartial and qualified personnel. The investigation will be handled in as confidential a manner as possible consistent with a fair, timely, and thorough investigation in a manner that provides all parties appropriate due process and reaches reasonable conclusions based on the evidence collected.

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In addition to notifying the Company about harassment, discrimination, or retaliation complaints, affected employees may also direct their complaints to the California Department of Fair Employment and Housing (“DFEH”), which has the authority to conduct investigations of the facts. The deadline for filing complaints with the DFEH is one year from the date of the alleged unlawful conduct. If the DFEH believes that a complaint is valid and settlement efforts fail, the DFEH may file a lawsuit in court. The courts have the authority to award monetary and non-monetary relief in meritorious cases. Employees can contact the nearest DFEH office at the locations listed in the Company’s DFEH poster or by checking the State Government listings in the local telephone directory

Corrective Action

The Company will not tolerate retaliation against any employee for making a good faith complaint of harassment, discrimination, policy violation, or for cooperating in an investigation. If harassment, discrimination, or retaliation in violation of this policy is established, the Company will take appropriate corrective action. Corrective action may include, for example: training, referral to counseling, disciplinary action ranging from a verbal or written warning to termination of employment, or increased policy enforcement, depending on the circumstances. Employees will not experience retaliation as a result of lodging a complaint or participating in any workplace investigation.

I have received a copy and had an opportunity to read the Policy Against COVID-19-Related Discrimination, Harassment & Retaliation. I understand that I may ask my supervisor or management any questions I might have concerning this policy. I also understand and agree that it is my responsibility to comply with this policy and any revisions made to it.

Signature

Name (Printed)

Date

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Employee Acknowledgement Form

Stomper Company, Inc. COVID-19 Prevention Policy

I certify that I have reviewed, read, and have access to (via stompercompany.com/employees) a copy of the Stomper Company Prevention Policy and I have been trained on all of the following items:

- What is Sars CoV-2 (aka COVID-19)
- The symptoms of COVID-19
- How COVID-19 is transmitted
- Prevention tips for COVID-19
- Physical Distancing
- Face Coverings and Personal Protective Equipment
- That I am not to come to work if I have any signs or symptoms or believe I have been exposed to COVID-19 or if I have been asked to quarantine or isolate by the Department of Public Health
- That I may be entitled to leave and or other benefits such as supplemental pay, paid sick leave, or workers compensation
- That if I am hospitalized for COVID-19 that I am to immediately notify Dan Ruiz
- That I can ask my employer to provide me with testing if I have been exposed at work
- That I must complete health screening and temperature checks before entering the workplace
- Training on use of, obtaining, maintenance of and safe donning and doffing practices for face coverings and personal protective equipment
- General employee risk reduction of COVID-19
- Engineering controls adopted by the Company
- Anti-retaliation policy
- That I have the right to remove myself from work situations that I believe present an imminent threat or serious danger to my safety or health or the safety or the safety and health of others
- How to file an internal retaliation claim if I believe I am facing retaliation for anything relating to COVID-19
- How to notify management of any safety violation or issue and the process management will take to investigate the matter
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Date: _____ **Signature:** _____

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Print Name: _____

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