



Revised 2021 Aug31

Pandemic Preparedness Policy

POLICY

Titan Environmental Containment has adopted this policy to inform employees of the written Pandemic Preparedness Policy. This ensures the safety and health of the employees.

Titan Environmental Containment will provide and encourage the use of the following items to prevent the spread of disease in the workplace: **handwashing facilities, hand sanitizers, tissues, no touch trash cans, hand soap, and disposable towels.**

EMPLOYER RESPONSIBILITIES

The Health and Safety Manager is responsible for developing a worksite specific pandemic disease plan and coordinating with the workplace which includes contacting local health department and health care providers in advance and developing and implementing protocols for response to ill individuals.

HAZARDS

- Increased risk of infectious pathogens "spilling over" from animals to humans
- Development of antimicrobial resistance
- Spread of infectious diseases through global travel and trade
- Acts of bioterrorism
- Weak public health infrastructures
- Illness and Death

PROCEDURES (SAFE WORK PRACTICES)

WORK AT HOME AND STAY AT HOME

Titan Environmental Containment will develop flexible work policies.

All workers are encouraged to stay at home when ill, when having to care for ill family members, or when caring for children when schools close, without fear of reprisal.

Tele-commuting and other work at home strategies will be developed based on an individual basis.

BUSINESS CONTINUITY PLANS

In the event that a large percentage of personnel become ill, Titan Environmental Containment will develop a strategy for continuation of work operations.

Business continuity plans will be prepared so that if significant absenteeism or changes in business practices are required, business operations can be effectively maintained.



IMMUNIZATIONS

Titan Environmental Containment encourages all employees to obtain appropriate immunizations to help avoid disease. Granting time off work to obtain the vaccine will be considered when vaccines become available in the community.

INTERNAL COMMUNICATION PROCEDURES

To ensure proper internal communication Titan Environmental Containment will develop the following:

- Key contacts
- A chain of communications
- Contact numbers for employees
- Processes for tracking business
- Employee status

EXTERNAL CUSTOMER COMMUNICATIONS

To ensure effective external/customer communications Titan Environmental Containment has developed a procedure to notify key contacts including both customers and suppliers in the event an outbreak has impacted the company's ability to perform services. The procedure will include notification to customer and suppliers when operations resume.

SOCIAL DISTANCING

In the event that an outbreak or increased level of disease is in progress, it is the determination of Titan Environmental Containment to limit large or crowded gatherings of personnel.

Social Distancing including the space between employee work areas and decreasing the possibility of contact will be considered.

ROUTINE CLEANING

It is the policy of Titan Environmental Containment to do periodic routine cleaning.

All areas that are likely to have frequent hand contact are cleaned routinely and when visibly soiled. Work surfaces are also cleaned frequently using normal cleaning products. Examples of areas to be cleaned include the following:

Desktops, keyboards, lunch tables, doorknobs, faucets, handrails water fountain, Etc.

PLAN, EMERGENCY COMMUNICATION TEST AND LESSONS LEARNED

The Plan and Emergency Communications strategies shall be tested in some manner (for example a Tabletop Exercise) periodically, for example annually to ensure that they are effective. Following a pandemic event, the person responsible for implementation of the plan should identify learning opportunities and take action to implement any corrective actions based on the lessons learned.



TRAINING

Titan Environmental Containment will provide periodic training on illness prevention, how to avoid the spread of disease, and company policies concerning illness.

Employees will be trained on the following: health issues; initial disease symptoms; preventing the spread of the disease; and when it's appropriate to return to work.

Communicating information with non-English speaking employees or those with disabilities must be considered.