

Re: Feldman Surveyors COVID-19 Health & Safety Measures

Dear Valued Clients:

During the COVID-19 pandemic and states of emergency Feldman is committed to providing our clients with the highest level of service. Feldman has taken several measures to ensure the safety and wellbeing of our entire field and office staff as well as our clients.

Our office staff is working remotely and can be contacted on their regular office phone numbers, by email, or video chat.

Our field work supports critical infrastructure development and transportation projects as described Under Governor Baker's March 23, 2020 Emergency Order (which was updated and extended on March 31, 2020).

To safeguard clients and colleagues, our field crews practice strict safety protocol in the field, including:

1. Physical distancing at least 6 feet from others; avoid going to and gathering in crowded places including at lunch and breaktime. Field crews communicate on site via two-way radios.
2. Clean/Disinfect equipment and common work areas at least once a day using CDC cleaning guidelines.
3. Use appropriate Personal Protective Equipment including wearing masks/face coverings that cover the nose and mouth. Latex or work gloves to be worn, hard hats, safety glasses/face shields as appropriate, proper footwear and reflective clothing.
4. Avoid physical contact when greeting – Safe greetings includes a wave or a nod.
5. Washing hands (including fingertips/in between fingers and wrists) often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

Before reporting to work each day, field crews are required to self-certify that:

- They have no signs of fever, or a measured temperature above 100.3 degrees.
- No symptoms, such as cough, trouble breathing, fever, repeated shaking with chills, muscle pain, headache, sore throat, gastrointestinal problems (such as nausea, diarrhea, and vomiting), or new loss of taste or smell.
- They have had no close contact with individual diagnosed with COVID-19.

- They have not been asked to self-isolate or quarantine by doctor or a local public health official.
- They will use all available personal protective equipment (PPE), including face coverings throughout the workday.

If an employee is exhibiting symptoms or unable to self-certify they will contact their manager immediately and be directed to seek medical attention and applicable testing by their health care provider. They are not to return to the work site until proper information is provided directly to Feldman.

If it is discovered that any Feldman employee has tested positive for COVID-19, a Feldman manager will immediately notify clients whose sites they have visited during the previous seven days.

We are here to support you and your projects through this unpredictable time. If you have questions or concerns, please reach out.

Sincerely,

Feldman Surveyors



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