

Clark Townsend

From: Clark Townsend
Sent: Monday, March 23, 2020 4:57 PM
Subject: OCP Response to Stay at Home Order

Everyone,

As we continue to navigate through these uncertain times. OCP has taken measures in response to the order that was announced yesterday afternoon. First and foremost, there are no projects that we work on that are currently impacted by the stay at home order issued by gov. DeWine. Therefore, we will continue to work on the all projects unless our customer(s) shut them down. In which case, we will do all we can to ensure that you keep working so that you may continue to bring home a paycheck. While it is nice that our work has been declared essential, it comes with certain restrictions that we must abide by. These restrictions are unlike anything we have seen before. Please bear with us as we push through this together.

One of the most impactful restrictions is the 6 foot rule. The order changes this from a suggestion to a requirement. While the order has softened the language by stating that the 6 foot rule must be applied “where possible” we still have to make sure that we take action on this. We want to do this in a way that makes sense. Furthermore, we want your input so that we may proceed in the most logical fashion possible. Considering that this all takes effect at 11:59pm tonight. We are officially stating the 6 foot rule must applied company-wide in the office and in the field. With that, we realize that there are certain activities that may require people to be within 6 feet. If you believe that you are working on one of these activities. Please contact your foreman immediately. The foreman, with the help of the district safety manager and/or the general superintendents will assess the situation and do one of three things:

- Find a way to complete the work without breaking the 6 foot rule. This decision may be made by the foreman, the general superintendent, or district safety manager.
- Determine that the work may no longer continue and find another location to continue work. This decision may be made by the superintendent and/or district safety manager.
- Determine that the work must continue in spite of the existence of the 6 foot rule on lean on the “when possible” language to keep working on the task in question. In this scenario, the determination needs to be run up the chain appropriately, beginning with Matt Taylor.

Responding to this restriction appropriately requires input from the field. This is where the greatest risk of violating the 6 foot rule lies. We want to keep you healthy as much as you want to stay healthy. The best way we can do this is by teaming up and addressing these unique scenarios as quickly as we can. The faster we hear from you the faster we can come to a resolution.

The other key restriction that has come out in this order is the requirement to provide special treatment to the “elderly and vulnerable” in the form of special hours. This is a difficult restriction to follow as well. This requirement is also subject to being applied to the “when possible” language. In an effort to begin addressing this, we ask that if you fall within the category of elderly or vulnerable (definitions provided below) and feel that you are in need of special treatment. Please reach out directly to our HR manager, Siccorah Martin (contact information below). We will review the situation and make sure we do what we can to make you comfortable as we continue to press forward into these unique times.

Elderly: generally defined as someone 65 years of age or older.

Vulnerable: the WHO has determined those who have asthma, diabetes, or heart disease more vulnerable to the effects of COVID-19.

Siccorah Martin, Human Resources Manager: 419-280-4040

If you have any concerns being on the road throughout the duration of the stay at home order. Please refer to section number 5 on page 2 of the order (which is attached). This authorizes anyone working at OCP to drive in order to complete our work which is considered essential in section 12 subpart k on page 6.

Finally, in an effort to curb the spread of this disease within the confines of our organization. We have implemented a survey that must be filled out in advance by anyone coming in to work at OCP in the office or the field. This survey will be implemented via Industry Safe that will be distributed by Matt Taylor.

I know there are more questions out there. We will get to them, at this point. I at least wanted to inform everyone as to how we are reacting to the yesterday's order.

M. Clark Townsend II
Director of Operations



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