



**U.S. INSPECTION
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U.S. INSPECTION & NON-DESTRUCTIVE TESTING, LLC HEALTH & SAFETY MEASURES [COVID-19]

CORPORATE PANDEMIC RESPONSE COVID-19 POLICY DOCUMENT

The Executive Management of U.S. Inspection & Non-Destructive Testing, LLC is taking additional steps to control and prevent the spread of the novel coronavirus [COVID-19] in conjunction with the Centers for Disease Control and Prevention [CDC], the Pennsylvania Department of Health, World Health Organization [WHO], and the Occupational Safety & Health Administration [OSHA].

To maintain the health and safety of our employees and customers, we would like to provide an update on our policy decisions and outline additional safety measures to all our employees, their families, and customers in the prevention and mitigation from the spread of the coronavirus [COVID-19]. We believe it is very important to clearly communicate our policy decisions so that every employee will be kept informed of any new developments and respond appropriately.

The Executive Management of U.S. Inspection & Non-Destructive Testing recommends that every employee review the information in this Policy Document to prevent or reduce the likelihood of exposure to COVID-19.

The 2019 novel coronavirus [COVID-19] is a contagious disease that is spreading from person to person in the Commonwealth of Pennsylvania and the nation as a whole. COVID-19 can be transmitted from people who are infected with the virus even if they are asymptomatic or their symptoms are mild, such as a cough.

The health and safety measures outlined in this document are mandatory and must be followed in compliance with U.S. Inspection & Non-Destructive Testing, Centers for Disease Control and Prevention [CDC], Pennsylvania Department of Health & Safety, the World Health Organization [WHO], and the Occupational Safety and Health Administration [OSHA].

Pursuant to the Secretary of the Pennsylvania Department of Health, this order shall take effect immediately and be enforceable as of 8:00 P.M on April 20, 2020. Since U.S. Inspection & Non-Destructive Testing is an essential service provider, we recognize the need for strong and decisive action to slow or prevent the spread of the virus.

The following measures listed below are not subjective or open to interpretation. Any U.S. Inspection & Non-Destructive Testing employee that has met any of the bullet points listed below are asked to report to management immediately.

Please Note: Additional requirements for working at customer facilities/properties are included in this policy document and must be complied with. We are committed to being an employer of choice by creating a valuable work experience that keeps our employees engaged, productive, safe, and healthy.

- Employees who exhibit symptoms (i.e. fever, cough, or shortness of breath) should notify their supervisor and stay home.
- Sick employees should not return to work until the CDC criteria to discontinue home isolation/quarantine are met in consultation with healthcare providers and state and local health departments.
- All employees currently working at any customer facilities/properties and exhibit the symptoms mentioned above will contact the designated customer representative immediately to discuss your situation.
- Any employee that has come into contact with anyone [family member, co-worker, friend, neighbor etc.] who has tested positive for the COVID-19 virus is to stay away from customer facilities/property for a period of 14 days following the last known contact with anyone testing positive for the COVID-19 virus. Immediately report this information to your designated Customer representative.



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- Social Distancing shall be maintained at a distance of 6 feet whenever possible and practical [including breaks when eating or drinking]. No hand shaking or other touching such as fist bumps etc...
- If any employee becomes sick during the workday, the person will be sent home immediately. Surfaces in the employee's workspace will be cleaned and disinfected. U.S. Inspection & Non-Destructive Testing will gather information on other employees who had contact with the ill employee during the time the employee had symptoms and 48 hours prior to symptoms. Others at the workplace with close contact would be considered exposed.
- The CDC Recommends wearing cloth or fabric face coverings in public settings where other social distancing measures are difficult to maintain, except when an employee is using break time to eat or drink, in accordance with the guidelines from the Pennsylvania Department of Health. All non-essential visitors are prohibited from entering the workspace.
- Workplace hygiene is very important. Wash your hands often with soap and water for at least 20 seconds. Lather your hands by rubbing them together with soap. Lather the back of your hands, between your fingers, and under your nails. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available. Clean and disinfect frequently touched objects and surfaces to reduce potential of workforce exposures.
- Avoid touching your face with unwashed hands. Germs are often spread when a person touches something that is contaminated with germs and then touches his or her eyes, nose, and mouth. Cover your mouth with a tissue or elbow when coughing or sneezing.
- All U.S. Inspection & Non-Destructive Testing employees are to follow OSHA and Customer workplace hygiene guidance requirements i.e. engineering controls, administrative controls, safe work practices, and personal protective equipment.
- Any employee that has traveled to a CDC Level 3 country i.e. China, Japan, Iran, South Korea and Europe must report this information to U.S. Inspection & Non-Destructive Testing, and the designated client company representative. All employees must comply with local, state, federal and C.D.C requirements relative to travel restrictions.

U.S. Inspection & Non-Destructive Testing is doing everything we can to keep our employees and communities safe while we continue to support our customers and do our part to help combat this pandemic. Normal day to day U.S. Inspection & Non-Destructive Testing operations should remain unchanged, and we will continue to plan and execute our business as usual.

Due to the nature of our work and given that most of our work is performed outside of an office and in low population density areas, we feel the overall risk to U.S. Inspection & Non-Destructive Testing employees remains low. However, we do expect individual companies to reach different decisions relative to their own situations during this emergency and we will adjust our safety measures as necessary and follow all CDC, state, federal, and local guidelines.

For the most up-to-date news and information on coronavirus, including FAQs, travel tips and myth busters, visit the [CDC's 2020 Novel Coronavirus Website](#) and the [WHO's Novel Coronavirus Website](#).

U.S. Inspection & Non-Destructive Testing values the safety and health of our employees and our customers above all other concerns, and we will do whatever is necessary to prevent the spread of COVID-19. The health and safety of all our employees and customers remains paramount to the interest of U.S. Inspection & Non-Destructive Testing, LLC.

In these extraordinary times, U.S. Inspection & Non-Destructive Testing has continued to maintain our workforce and provide for our valued employees. We continue to support our customers and our relentless commitment to quality and service is stronger than ever. We appreciate your professionalism in dealing with this evolving health pandemic. If you have any questions regarding our pandemic response, please contact any member of our management team.