

COVID-19 SPREAD PREVENTION SPECIFIC RULES FOR TRADE CONTRACTORS AND SERVICE VENDORS

HAZARD :

Transmission of the virus by inhalation of contaminated respiratory droplets expelled by an infected person when sneezing/fussing or absorption of these droplets through the mucous membrane of your mouth/eyes:



- by close contact with that person; or
- via your hands you put to your face (nose, mouth or eyes), which are contaminated with droplets expelled from the infected person or deposited the surfaces/objects he/she have used.

You need to protect the above routes of exposure, your NOSE/MOUTH, EYES and your hands, which are the mode of transmission of the COVID-19.

When you arrive at the store, please go to the service counter to announce yourself and sign the visitor's log. Ask for the store manager or the manager on duty. In order to prevent the COVID-19 spread, the following is what is expected from you while performing work in the store:

1 PROTECT YOUR HEALTH AND SAFETY

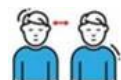
- It is your responsibility to respect the following rules, at all times; if in doubt, ask the store manager before starting the work to be performed.

2 PROTECT THE HEALTH AND SAFETY OF LOWE'S ASSOCIATES AND CUSTOMERS

- Do not enter any Lowe's Canada premises if you are experiencing symptoms; fever, coughs and sneezes.

3 RESPECT ALL THE FOLLOWING SAFETY INSTRUCTIONS

- **Basic Hygiene Etiquette:** Cough or sneeze into the bend of your arm (not in your hands) or a tissue.
- **Greeting Etiquette:** No hand shakings.
A head nod or a hand wave is appropriate.
- **Table Etiquette:** Do not share food, beverages or utensils (without washing them with soap and water) with others.
- **Social Distancing:** Always keep a safe distance, 2 meters (6 ft), from other persons, especially from a sneezing/coughing person to prevent respiratory droplets from being spread onto your face/hands.
- **Hand washing with soap and water:**
Wash your hands with soap and water; it kills the virus, if a virus is on your hands.
After coughing/sneezing and frequently as you touch surfaces/objects that may be contaminated.
Purpose: To eliminate the hazard if you put your hands on your face; it all depends on how thoroughly you wash your hands.
Product to use: All hand/body soap is effective, including dish soap.
- **Hand washing with hand sanitize):**
As a sink is not always nearby, wash your hands frequently with a hand sanitizer, also known as a hydroalcoholic solution (gel, foam or liquid); it kills the virus, if a virus is on your hands.



Asset Protection & Safety

Purpose: To eliminate the hazard if you put your hands on your face; it all depends on how thoroughly you wash your hands.

Product to use: A hand sanitizer containing at least 60% alcohol



- **Instructions:** How to wash your hands with a hand sanitizer
 - ✓ Put enough product in the palm of one hand to coat both hands completely.
 - ✓ Rub the product on the palms, backs of hands, between fingers and under nails.
- **Your NOSE-MOUTH-EYES:**

The more you can protect them, the better.

Avoid putting your hands on your face; it will be difficult, we do it about 250 times a day!



4 RESPECT CPE (Collective Protective Equipment), SIGNAGE AND POSTING



- **CPE:** Orange cones, safety banners, **plexiglass screens, etc** are in place to prevent exposure to the hazard or to signal that your vigilance is required!
- **Signage and Posting:** Safety tape on the floor used to delimit safe distance (social distancing) and posters, on proper hand washing (i.e. 20 seconds).

5 WEAR PPE (Personal Protective Equipment)

- **Gloves:** Wearing gloves does not protect against the virus since it can become lodged on the gloves and thus pose a risk if you touch your face (nose, mouth and eyes) with your gloves. Frequent hand washing (with soap and water or hand sanitizer) is a better protection than wearing gloves.

However, if you wish to wear gloves:

- Wear disposable latex (rubber) or, if you are allergic to latex, nitrile (synthetic polymer) gloves. Vinyl gloves are not recommended.
- Avoid touching your face (nose, mouth and eyes) with your gloves and dispose of them after use.
- After removing the gloves, wash your hands (with soap and water or hand sanitizer).

PPE to use: Disposable latex/nitrile gloves.

- **Mask:** As Lowe's associates, if you are in good health, a mask is not required for you. It is required for a person infected by the virus to avoid exposing others to the respiratory droplets that will be expelled, medical and paramedical personnel, and people caring for sick individuals.



6 KEEP THE WORK AREA CLEAN AND TIDY

- **Cleaning and disinfecting activities of surfaces/objects:** Thoroughly clean and disinfect any surfaces/objects after use. Ensure a preliminary cleaning is done, because for a disinfection to be effective, they must be free of residues, grease, oil and soap; rinse them with water after. Partner with the store manager on duty to acquire cleaning materials.

To disinfect, use paper towels and a household bleach solution (1 part of bleach and 9 parts of water, i.e. 10 ml of bleach and 90 ml of water)¹.

¹Source: Health Canada


<https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection.html>



Asset Protection & Safety

Mandatory cleaning and disinfecting activities ✓ 6AM – 10AM ✓ 2PM – 6PM	Mandatory post close cleaning and disinfecting activities ✓ 8:30PM – 10:30PM
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Safe Use Instructions (household bleach solution):

- ✓ A household bleach solution loses its effectiveness quickly; make it every day.
- ✓ Bleach should be diluted in cold (not hot) water.
- ✓ Pour the bleach into the water (not the other way around).
- ✓ Never use with other products such as toilet bowl cleaners, acids (including vinegar), and products containing ammonia.
- ✓ Bleach is a corrosive product  (pH 11.5-13.5, e.g. alkaline product) and can therefore corrode (burn) your eyes/skin. Wear safety goggles and gloves to dilute and protect from splashing. The SDS (Safety Data Sheet) is readily available.
- ✓ If it splashes in your eyes/burns your skin, rinse with water for 15 minutes.

7 IMMEDIATELY REPORT TO THE STORE MANAGER

- The possibility that you may be symptomatic of the COVID-19 must be reported immediately; if you experience coughing, sneezing or fever while performing work, remove yourself from the store immediately out of an abundance of caution for our associates and customers.

Acknowledgment of receipt

I, the undersigned, declare that I have read and understood the **specific rules** mentioned above and I undertake to respect them at all times. I acknowledge that failure to comply with these may result in the termination of my services as a trade contractor or service provider with Lowe's Canada. I acknowledge that I have read this clause.

First and last name (please print):	Signature :
Company Name:	Date :