



FUTURE ENVIRONMENT DESIGNS, INC.

Industrial Hygiene and Indoor Air Quality Consultants

Future Environment Design's Pandemic Policy

Updated: June 19, 2021

Future Environment Designs' (FEDTC) decisions involving persons who have communicable diseases shall be based on current and well-informed medical judgments concerning the disease, the risks of transmitting the illness to others, the symptoms and special circumstances of each individual who has a communicable disease, and a careful weighing of the identified risks and the available alternative for responding to an employee with a communicable disease. Communicable diseases include, but are not limited to, measles, influenza, viral hepatitis-A (infectious hepatitis), viral hepatitis-B (serum hepatitis), HIV infection, AIDS, AIDS-related complex (ARC), leprosy, severe acute respiratory syndrome (SARS), tuberculosis, and coronavirus. **FEDTC** may choose to broaden this definition within its best interests and in accordance with information received through the Center for Disease Control (CDC), the World Health Organization (WHO), and the Occupational Safety and Health Administration (OSHA). **FEDTC** will not discriminate against any job applicant or employee based on the individual having a communicable disease. Applicants and employees shall not be denied access to the workplace solely on the grounds that they have a communicable disease. **FEDTC** reserves the right to exclude a person with a communicable disease from the workplace facilities, programs, and functions if the organization finds that, based on a medical determination, such restriction is necessary for the welfare of the person who has the communicable disease and/or the welfare of others within the workplace. **FEDTC** will comply with all applicable statutes and regulations that protect the privacy of persons who have a communicable disease.

Course Events

FEDTC recognizes that an important part of our business is to provide training services to renew licenses that are necessary to perform work in the field and that in-person classes are required by law. Because of this our instructors are immunized for coronavirus, and we will continue following the procedures below to reduce the potential interactions that could increase the risk of spreading disease. In addition, we strongly recommend students get vaccinated to reduce the need for social distancing and wearing masks. Students who are not feeling well should reschedule their course for the following month (during this time we will be scheduling all asbestos refreshers every month and we will hold classes with one student, if necessary). We reserve the right to refuse training to a student who looks ill or has a temperature.



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Social Distancing Policy

In the event of an influenza pandemic or other communicable disease situation, FEDTC will implement these social-distancing guidelines to minimize the spread of influenza and other communicable diseases among the instructor and the students. During the training, instructor and the students will be requested to:

1. All students & instructors, before they leave home, should **take their temperature (it should be less than 100.0 °F) and document absence of shortness of breath, new or change in cough, sore throat, loss of smell or taste, and muscle aches.** They should also check the CDC website for other symptoms at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. If possible, take the CDC Self-check found at the site. If you are ill or your temperature is above 100.0 °F, they should call to reschedule the course.
2. All students upon arrival will be asked **what their temperature was before they left home, and do they have any of the symptoms of shortness of breath, new or change in cough, sore throat, and muscle aches.** We will also use a contact-less thermometer to measure forehead temperature. If student answer yes to any question or thermometer measurement is above 100.0 °F, the student will not be allowed to attend training and must reschedule.
3. **All students will also be asked if they are vaccinated and to show proof of vaccination (we recommend students use the NYS Excelsior Pass App).**
4. All students will be encouraged to bring and wear a face-covering during the training (FEDTC will provide face coverings, when available). **Students who prove they are vaccinated do not need to wear masks or social distance as per the CDC.**
5. FEDTC will be using large conference rooms and advising students sit at least 6 feet from each other if possible; avoid person-to-person contact such as shaking hands.
6. Instructor will train 6 feet from students, will wear a face-covering, and is immunized (see above).
7. Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. This is to prevent droplets containing germs from entering the air or contaminating your hands.
8. Wash your hands frequently with soap and water for at least 20 seconds (sing "Happy Birthday" twice).
9. Use waterless hand sanitizer (provided in the pandemic kit) where soap and water (which are preferred) are not readily available.
10. Instructors will avoid any unnecessary travel and cancel or postpone any courses if they are feeling unwell or shall use a face covering while training.
11. Instructors will be provided with a kit to help with the recommended procedures.



FUTURE ENVIRONMENT DESIGNS, INC.

Keeping Employees Safe Since 1988

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Visit our web site at www.futureenv.com

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Pandemic Kit

The pandemic kit each instructor will be provided with will include:

- Tape measure
- Surgical masks, when available
- N95 Disposable Respirators, when available
- Hand Sanitizers, when available
- Tissues
- Cleaning Disinfectant for cleaning tables
- Paper towels for cleaning tables
- Forehead and Ear Thermometer

Training Courses

At the beginning of the course, we will go over the basic steps for personal protection & prevention. This will include a slide set regarding basic information on protection and prevention before the course begins.

FEDTC will follow the recommendations and orders made by New York State, and Federal Authorities, such as the CDC, and OSHA. We hope with this policy we can continue to provide the necessary training while keeping our students and trainers safe. **FEDTC Keeping Employees Safe!**



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