



Bulletin issues March 20, 2020

COVID-19 FREQUENTLY ASK QUESTIONS

As Axiom gathers as much information as possible, here is a FAQ to answer questions you have. If you have any additional questions, please email: roland.delacruz@axiomtrades.com and hemali.chauhan@axiomtrades.com

1. How are we screening visitors before coming to site/office?

- There is an Axiom Screening Form for Visitors that will be filled out completely and submitted to the Axiom contact for review. If any questions are answered with a “Yes” then they will not be allowed in an Axiom building or job site.

2. Is the daily pre-screening mandatory for all employees?

- The daily pre-screening sign in form is mandatory for all Axiom employees before the start of work. The pre-screening is extremely important as we were able to identify a couple issues on the first day of using this form. It forces everyone to stop and think about the questions. The procedure is you acknowledge the questions and sign-in

3. Why do I need to do the pre-screening everyday if I don't feel any symptoms?

- Unfortunately, with COVID-19 there are many people that experience no symptoms of feeling ill and are tested positive for COVID-19. The screening provides Axiom with a health update today in case there is a change in your health.

4. What PPE is available to me?

- Axiom will make its best attempt, as consumables are limited, to provide hand sanitizer, nitrile and disposable gloves, N95 masks provided in the job boxes and foreman.

5. Where can I find more information on COVID-19?

- The most up to date information about COVID-19 can be found at the link provided: <https://www.ontario.ca/page/2019-novel-coronavirus>
- <https://www.alberta.ca/coronavirus-info-for-albertans.aspx>



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**6. What's the process of getting EI if I get sick or need to self-quarantine?
How does next day EI work?**

- Human Resources will submit an ROE directly to Service Canada and email a copy to employees. They will then have to call Service Canada at this number **after ROE is submitted 1-833-381-2725** to waive the waiting period.

7. Do all employees still have access to their benefits?

- Yes, all benefits and EAP is still accessible

8. Will our sites be closed down if a worker test positive for COVID-19?

- If any worker on a job site or office is tested positive for COVID-19, all Axiom workers will be taken off of site and put into self-quarantine for 14 days.

9. Will Axiom have masks for symptomatic employees at job sites, so they don't infect other workers on their way out?

- There will be 2 N95 masks provided to each foreman and in job boxes for workers that are experiencing symptoms, so they do not infect other workers until they are in a safe location for self-quarantine.

10. Is our company still business-related travelling abroad? Are they paying for further insurance for us if we get sick in another province?

- All business-related travelling outside of Canada for all Axiom employees is suspended until further noticed. Your MDM benefits work throughout Canada if you do get sick in another province.

11. As an Apprentice, how will this impact my schooling and hours?

- As for the hours; they will be credited as employees work. In terms of schooling please directly call the Ministry of Labour, Training and Skills Development at 519-653-2251

12. Is the Fabrication shop still operating?

- Yes, the fabrication shop is still operating as normal.

13. What is the communication plan from Management?

- Axiom management will release a weekly update as to Axiom's situation with COVID-19 by our CEO Joe Sferrazza.



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14. What is self-quarantine?

- Self-quarantine is going home and isolating yourself for 14 days if you are feeling ill, exposed to someone with symptoms or suspected of COVID-19 or exposed to someone who has travelled outside of Canada the last 14 days. Please reference your physicians, healthcare provide for further instructions

15. Will there be a work shortage?

- We have been advised by a few customers that for the next several weeks only essential work will be contracted out. We are monitoring the situation daily and will advise the entire company there is a substantial shortage of work. The company is pursuing whatever programs are available to assist our employees throughout this unfortunate period. There will be bi-weekly updates as to the status of work by our CEO Joe Sferrazza. We are aggressively pursuing as much work as we can to have everyone working.

16. Do I have to return my Axiom tools and millwright tool kit?

- In the short term, no you will not be returning the Axiom tools and Millwright tool kits because the intention is get everyone as much work as possible.