

ABSA's core safety value is that we consider the preservation of human life to be paramount. We strive to prevent harm to people arising from the operation of pressure equipment and we work in a safe manner taking appropriate actions to protect ourselves and others from on-the-job hazards. The COVID-19 pandemic is a serious public health hazard and we have taken carefully measured steps to continue providing services.

The following outlines the steps we have taken to manage our operations and provide services during the pandemic.

Distancing Measures

ABSA Stage 1 Relaunch – Effective 19 May 2020

General Considerations

- All ABSA offices remain closed to the public, except for examinations (three sittings per day, 10 candidates per sitting) exclusively at the Edmonton office.
- Only a very small number of staff are permitted to occupy the Edmonton office on a regular basis to perform work that can't be done from home. All other staff are working from home.
- Physical barriers have been installed at our Edmonton office reception desk.
- Mail and courier delivery are still being accepted but on a reduced schedule.
- No walk-in customers permitted at any office (except for exam sittings in Edmonton as described below)
- Only remote meetings between staff, or staff and customers, are permitted.

Specific Considerations for in-person exam sittings (only available at the Edmonton office)

- Maximum of 10 candidates per sitting in a space that can comfortably seat 50.
- 1-2 ABSA Examiners present during the sittings.
- Physical barriers installed between candidates and Examiners.
- Entry into the building is only permitted at the time of the exam.
- Examiners are required to wear masks and hand sanitizer is provided for all.
- Candidates are also required to wear masks during the examination.
- Candidates are restricted to only accessing the examination room and a washroom that is for candidate use only.
- Surfaces in the exam room and washroom are cleaned with disinfectant between each exam sitting.

Specific Considerations for field inspections, fabrication inspections, and audits

- ABSA has developed a Job Safety Analysis (JSA) that is conducted prior to commencing any site visits. ABSA inspectors and auditors will not enter sites if the requirements of the JSA have not been met.
- ABSA inspectors and auditors have been provided with disposable masks and gloves.

Specific Considerations for Pressure Welder Testing

- ABSA Inspectors will begin conducting pressure welder tests in Edmonton and Calgary at the Boilermakers facilities at the end of May.
 - Tests will be held at 50% capacity (maximum of 6 people).
 - Inspectors and candidates will be required to wear face masks for the entirety of the test.
 - Additional safety precautions may be required by the owners of the facilities.
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Cleaning

- ABSA offices and workspaces continue to be cleaned regularly and common use areas are disinfected.
- Walk-in customers are not permitted so there is no public use of our building.
- The examination room surfaces are disinfected between exam sittings as well as is the washroom designated for exam candidates.

Screening for Symptoms

Considerations for ABSA Staff

ABSA has implemented the requirements of CMOH Order 05-2020 for its staff.

- Employees are required to self-isolate for at least 10 days if they have symptoms associated with COVID-19.
- If an employee tests positive for Covid-19 then they must self-isolate for at least 10 days or until symptoms have subsided.
- Employees must quarantine themselves for 14 days if they have had “close contact” with someone who has tested positive for COVID-19.
- Employees can still work from home, if capable, when in self-isolation or quarantine but are not permitted to visit ABSA offices or client sites.
- ABSA will fully cooperate with Alberta Health Services to assist with contact tracing investigations.

Consideration for Examinations and Welder Testing

- Candidates for examinations and welder tests are asked to cancel their scheduled exam or test if they feel unwell or demonstrate any symptoms such as runny nose, cough, fever. There is no penalty for cancelling an exam for illness as long as the pandemic precautions remain in effect.
- Exam and welder test candidates are not permitted to attend exams and tests if they demonstrate symptoms associated with COVID-19, and will be asked to leave the exam if they do.

Personal Protective Equipment (PPE) – *where distancing measures cannot be maintained*

- Disposable masks and gloves have been distributed to all field staff and are available for use in ABSA offices.
- Examination candidates and Examiners are required to wear a mask during the exam.
- ABSA will provide a disposable mask to candidates if needed.

Responsibilities

- Examination candidates are monitored by the Invigilators for COVID-19 related symptoms.
- ABSA encourages exam candidates to reschedule their exam if they are ill. No additional fee or penalty is charged for rescheduling.
- ABSA employees are required to report symptoms to their supervisor or manager.

<Original Signed By>

Date: June 1, 2020

Mike Poehlmann
General Manager