

**Joint Conference Committee  
For the Electrical Industry of Greater Boston**

International Brotherhood of Electrical Workers • Local Union 103  
National Electrical Contractors Association • Boston Chapter



**TO:** All Local 103 Members and Signatory Contractors  
Local 103, IBEW and Boston Chapter, NECA  
**FROM:** Louis J. Antonellis, Business Manager, Local Union 103, IBEW  
Glenn W. Kingsbury, Executive Manager, Boston Chapter, NECA  
**SUBJECT:** Back to Work Guidance

Dear members:

In the new reality of the COVID-19 virus, new health and safety protocols will be implemented on job sites statewide to protect construction workers. As you know, construction has been halted in Boston and multiple other cities and towns across the Commonwealth. At the same time, work continues in other parts of the state.

These new protocols will apply to ALL construction workers, whether you are continuing work or returning to work, and will be strictly enforced on each job site. The *Covid-19 Guidelines and Procedures for all Construction Sites and Workers at all Public Work* (enclosed) issued by the Commonwealth of Massachusetts MUST be distributed to all workers and implemented by contractors on all projects.

**Please take a moment to review the details outlined below, as you will be expected to adhere to these new policies on job sites moving forward, until further notice, and without exception.**

**New Safety Rules to Protect Workers:**

1. All workers must "self-certify" to your supervisor before each shift that:
  - a) You are not sick
  - b) You are not experiencing COVID-19 symptoms (i.e., temperature exceeding 100.3 degrees, cough, or difficulty breathing)
  - c) You have not been exposed to someone with COVID-19
  - d) You have not been ordered or encouraged to self-quarantine
2. All workers must wear gloves and eye protection at all times.
3. All workers must remain at least six (6) feet apart at all times, including on elevators (When social distancing is not possible, affected employees will be supplied PPE including a standard face mask, gloves, and eye protection).
4. All job sites must have temporary bathrooms installed with hot, running water sinks, in addition to hand sanitizer stations throughout the site
5. Handshakes and other physical contact is prohibited
6. All workers should arrive at job sites in a single-occupant vehicle
7. If a worker is asked to leave a job site, they may not return until cleared by a medical professional.

**It's OKAY for supervisors to:**

- Request a temperature reading, potentially daily (if you refuse, they have the right to send you home)
- Ask you if you, or a loved one, is sick, or experiencing COVID-19 symptoms
- Ask you about recent travel
- Send you home if you are showing signs or symptoms of sickness
- Send you home if you are failing to adhere to the new health and safety guidelines (outlined above)

**It's NOT OKAY for supervisors to:**

- Ask you about pre-existing health conditions
- Ask you about your medical history
- Force you to disregard or violate any of the policies outlined above
- Force you to work without adequate safety equipment (gloves, masks, eye protection)
- Make you sign any documents without gloves on (we also encourage you to have your own pen available)

IBEW Local 103 and Boston NECA have remained in close coordination with our fellow building trades unions, contractor associations, and state and local officials to outline these necessary new policies that will allow us to continue our work safely.

Our local union and signatory contractors already uphold the most rigid safety standards in the construction industry, and we are counting on each of our members to lead by example and take these guidelines seriously, for the sake of our peers, our families, and our entire community.

That said, it is the Employer's exclusive responsibility to ensure the safety of its employees and their compliance with its safety rules and standards, in accordance with the Collective Bargaining Agreement.

Please contact the IBEW Local 103 union hall at 617-436-3710 or the Boston NECA office at 617-969-2521 with any questions regarding these new policies. We thank you in advance for your attention to this critical matter, and for your cooperation.



Glenn W. Kingsbury, Executive Manager  
Boston Chapter, NECA

DATE: March 30, 2020



Louis J. Antonellis, Business Manager  
Local Union 103, IBEW

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