

# COVID-19 CHECKLIST FOR A CONSTRUCTION SITE

Use this checklist to ensure the work site is preventing the spread of the coronavirus.

## CONTRACTOR RESPONSIBILITIES

- ☐ Develop a COVID-19 Response Team with all-level representation
- ☐ Develop a company specific COVID-19 Response Plan
- ☐ Ensure each jobsite has a "Safety Committee" and a means to contact all members at the site to relay important information and collect concerns (e.g., health hazards, unsafe practices)
- ☐ Support Foremen and Project Managers to address Safety Committee concerns
- ☐ Develop and communicate "Emergency Action Plan" with 10 responders or less
- ☐ Prohibit large gatherings of over 10 individuals on the job site
- ☐ Provide all necessary supplies at the job site (e.g., hand hygiene stations, cleaning/disinfectant solutions, portable toilet, paper towels, barrier-free trash receptacles)



## FOREMAN AND PROJECT MANAGERS

- ☐ Send any ill appearing individual(s) home
- ☐ Actively problem solve physical distancing (e.g., 6 feet separation):
  - Limit tasks to what is strictly necessary
  - Don't stack trades
  - Reconfigure break spaces for greater distance between individuals (e.g., remove tables or chairs)
  - Stagger shifts and breaks to limit to 10 individuals
  - Stagger use of skip, elevator, stairwell volumes for entry and exit
  - Conduct workflow audits and problem solve solutions to increase physical distancing
- ☐ Ensure cleaning and disinfection occurs of common areas and items (e.g., job trailer, break room, hygiene stations, bathroom, portable toilet, doorknobs, rails, two-way radio) twice a day, or more often if there is visible dirt and grime
- ☐ Prohibit large gatherings of over 10 individuals on the job site
- ☐ Continue Morning Stretch and Flex as well as Toolbox Talk events by maintaining 6 feet between individuals – no signature necessary
- ☐ Eliminate community food, water coolers, and devices to keep or re-heat food
- ☐ Keep hand hygiene stations and restrooms clean and stocked
- ☐ Provide ready access to supplies to clean and disinfect

## WORKER RESPONSIBILITIES

- ☐ Notify supervisor and stay home if sick – especially if you have a fever, cough, shortness of breath, sore throat, runny/stuff nose, body aches, chills or fatigue, even if you feel you can work through it. Also notify your medical provider.
- ☐ Do not use other's phones, electronic devices, workstations, tools, equipment or PPE
- ☐ Do not congregate on the worksite or typically shared spaces (e.g., lunch or break room)
- ☐ Maintain 6 feet between you and co-workers during discussions
- ☐ Bring your own food and beverages (especially water)
- ☐ Do not shake hands or other common touch greetings
- ☐ When a task requires two or more individuals to complete, work with the Foreman/Project Manager to develop a plan to limit close contact (e.g., 10-minute intervals at a time, avoid face-to-face posturing, use of mask and eye protection)
- ☐ Keep your PPE in good condition, and clean at the beginning and end of the day
- ☐ Do not share tools or multi-use devices or accessories unless cleaned and disinfected before and after use
- ☐ Clean your hands often, cover your cough with your shirt or inside of your arm, and avoid touching your face
- ☐ Remove work clothes as soon as possible and wash/dry as usual
- ☐ If you have planned (e.g., vacation) or unplanned (e.g., illness) leave from the work site, take your tools with you