

# Staying Safe at Work



## Foreperson, Manager, Owner

- Review the checklist with each employee/worker asking them to self-identify any symptoms or risks.
- Screen all visitors to the jobsite using the same checklist
- Appoint a site-specific COVID-19 officer at every site to lead out on safety guidelines

## Temperature Checks

- Temperature screening when working in close contact, such as a confined space or inside an unventilated closed building, when physical distancing is not possible. Use 'no touch' or 'no contact' thermometers

## Meetings & Breaks

- Meetings and breaks should allow for separation of 6-feet between workers

## When Working

- Maintain a minimum 6-foot separation from other workers
- Identify choke points such as hallways, hoists and elevators, break areas, etc. and ensure proper physical distancing can be maintained
- Minimize interactions when possible, especially when picking up or delivering equipment or materials
- Modify work schedules to stagger work, provide alternating workdays, or extra shifts to reduce the total number of employees on site at any given time
- Restrict access to enclosed and confined spaces to only essential personnel
- Maintain proper PPE guidelines – If gloves are not typically required, any type of glove is acceptable, including latex gloves

## Hygiene

- Avoid touching face, especially eyes, nose, and mouth
- Cover coughs and sneezes with arm or tissue (then throw away tissue and wash hands)
- Do not share water bottles or other items that can easily transmit the virus
- Wash hands regularly throughout the day with soap and water for at least 20 seconds
- If running water is not available on site, use hand sanitizer with at least 60-70% alcohol
- Develop a cleaning procedure to use disinfectant regularly in high traffic/high touch areas: break rooms, restrooms, machines, tools, vehicles, door handles, porta-potty stations, etc. at least once a day; more often if possible