

# COVID-19 General Checklist for Construction Employers

July 2, 2020

This checklist is intended to help construction employers implement their plan to prevent the spread of COVID-19 in the workplace and is supplemental to the [Guidance for Construction Employers](#). This checklist is a summary and contains shorthand for some parts of the guidance; familiarize yourself with the guidance before using this checklist.



## Contents of Written Workplace Specific Plan

- The person(s) responsible for implementing the plan.
- A risk assessment and the measures that will be taken to prevent spread of the virus.
- Use of face coverings, in accordance with the [CDPH guidance](#).
- Training and communication with workers and worker representatives on the plan.
- A process to check for compliance and to document and correct deficiencies.
- A process to investigate COVID-cases, alert the local health department, and identify and isolate close workplace contacts and infected workers.
- Protocols for when the workplace has an outbreak, in accordance with [CDPH guidance](#).
- Update the plan as necessary to prevent further cases.



## Topics for Employee Training

- Information on [COVID-19](#), preventing spread, and who is especially vulnerable.
- Self-screening at home, including temperature and/or symptom checks using [CDC guidelines](#).
- The importance of not coming to work if workers have a cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, congestion or runny nose, nausea or vomiting, or diarrhea, or if they or someone they had contact with has been diagnosed with COVID-19.
- To return to work after a COVID-19 diagnosis only after 10 days since symptom onset and 72 hours of no fever.
- When to seek medical attention.
- The importance of hand washing.
- The importance of physical distancing, both at work and off work time.

- ❑ Proper use of cloth face covers, including information in the [CDPH guidance](#).
- ❑ Information on leave benefits, including the [Families First Coronavirus Response Act](#) and the Governor's [Executive Order N-51-20](#), and workers' compensation benefits under the Governor's [Executive Order N-62-20](#) while that Order is in effect.
- ❑ Train any independent contractors, temporary, or contract workers in these policies and ensure they have necessary PPE.



## Individual Control Measures & Screening

- ❑ Symptom screenings and/or temperature checks.
- ❑ Encourage workers who are sick or exhibiting symptoms of COVID-19 to stay home.
- ❑ Encourage frequent handwashing and use of hand sanitizer.
- ❑ Provide and ensure workers use PPE, such as eye protection and gloves.
- ❑ Provide disposable gloves to workers as a supplement to frequent hand washing for tasks such as handling commonly touched items or conducting symptom screening.
- ❑ Restrict non-employee personnel on the job site and conduct screening.



## Cleaning and Disinfecting Protocols

- ❑ Perform thorough cleaning in high traffic areas.
- ❑ Frequently disinfect commonly used surfaces.
- ❑ Clean and sanitize shared equipment between each use.
- ❑ Clean touchable surfaces between shifts or between users, whichever is more frequent.
- ❑ Require workers to wash hands or use sanitizer after using shared equipment.
- ❑ Sanitize PPE at the end of the shift.
- ❑ Avoid sharing phones, work tools, etc., wherever possible.
- ❑ Provide adequate time for workers to clean during their shift.
- ❑ Keep sanitary facilities operational and stocked at all times.
- ❑ Provide additional toilets and hand washing stations if needed for physical distancing during breaks.
- ❑ Ensure all water systems and features are safe to use after a prolonged facility shutdown.
- ❑ Use products approved for use against COVID-19 on the [Environmental Protection Agency \(EPA\)-approved](#) list and train workers on chemical hazards, product instructions, ventilation requirements, and Cal/OSHA requirements. Follow CDPH [asthma-safer cleaning methods](#).
- ❑ Install hands-free devices if possible, including motion sensor sinks, soap dispensers, sanitizer dispensers, and paper towel dispensers.
- ❑ Consider upgrades to improve air filtration and ventilation.



## Physical Distancing Guidelines

- Implement measures to ensure workers stay at least six feet apart.
- Adjust on-site meetings to ensure physical distancing.
- Limit the number of workers on the jobsite at one time if necessary.
- Stagger worker breaks, if needed, to maintain physical distancing protocols.
- Reconfigure break areas for physical distance.
- Avoid congested areas at lunch.
- Use the following hierarchy to prevent transmission of COVID-19 in production and other work areas: engineering controls, administrative controls, and PPE.

