

COVID-19 General Checklist for Construction Employers

May 7, 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 Worksite 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.
- Training and communication with employees and employee 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 of infected employees until they are tested.
- 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 employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19.
- 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.



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 disposable gloves to workers using cleaners and disinfectants when required. Consider gloves as a supplement to frequent hand washing for other cleaning, tasks such as handling commonly touched items or conducting symptom screening.
- Strongly recommend cloth face covers.
- Restrict non-employee personnel on the job site, conduct screening and encourage the use of face masks or covers.



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.
- Keep sanitary facilities stocked.
- Provide additional toilets and hand washing stations if needed for physical distancing during breaks.
- Use products approved for use against COVID-19 on the [Environmental Protection Agency \(EPA\)-approved](#) list and follow product instructions and Cal/OSHA requirements.
- 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 are 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 employee breaks, if needed, to maintain physical distancing protocols.
- Reconfigure break areas for physical distance.
- Avoid congested areas at lunch.

