

## PDG COVID-19 construction project site guidance

**PROJECT DELIVERY  
GROUP**

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Washington's Governor Jay Inslee issued a new "[Stay Home, Stay Healthy](#)" order strengthening mandates already in place to encourage social distancing, a crucial measure for slowing the spread of COVID-19. **All personnel working onsite at a University owned or leased facility are required to follow the order and the directives of the University, including, but not limited to, employees, visiting scholars, vendors and contractors.**

Occupational Safety and Health Administration (OSHA) has issued guidance for preparing workplaces for COVID-19, which generally classifies job risks and makes recommendations to limit the spread of COVID-19. The Washington Department of Labor and Industries' Division of Occupational Safety and Health (DOSH) has issued guidance titled *Dealing with COVID-19 (coronavirus) in Construction*, which outlines various steps to be taken to limit transmission of the virus via construction activities. All active construction projects are to have an established Site-Specific Safety Plan (SSSP), now to include procedures designed to limit the potential spread of the virus through on-site project activities, including the recommendations of OSHA and DOSH.

In addition to standard site-specific safety training/orientations required of all visitors to PDG construction sites, all visitors (including staff from UWF, UW-IT, EH&S and others) to UW construction project sites are to now receive similar site-specific training related to the Contractor/Employer COVID-19 SSSP in place governing the project site being visited.

Following are recommended general protocols to be followed when visiting an active UW PDG project site:

### Personal Wellness Monitoring

Individuals will not report to work while they are experiencing symptoms of illness such as fever, cough, shortness of breath, sore throat, runny/stuffy nose, body aches, chills, or fatigue. Seek medical attention if these symptoms develop.

### Pre-Site Visit Planning

Prior to visiting a site, UW staff will review the SSSP applicable to the project site being visited, and become familiar with site logistics, distancing measures, and other applicable protocols, including safety orientations. UW staff should comply with site-specific contractor, departmental, or other facility requirements to enter a construction site. These may include but are not limited to: self-attestation, self-assessment, electronic login confirmation after screening, and/or supervisor approval.

UW staff will evaluate the risk category of the work (determined by using *COVID-19 Personal Protective Equipment Risk Level Summary*), ensure proper PPE is on hand, and evaluate accessibility of site. Refer to the attached PPE Risk Summary Table and confirm with your supervisor the risk assessment for your planned activity.

Where feasible, project meetings, including safety tailgates, project status, etc., will be conducted via telephone/online calls. When telephone/online calls are not feasible,

social distancing will be observed and a distance of 6 feet will be maintained between individuals.

Tasks that require individuals to be within 6 feet of each other are to be evaluated you and your supervisor for potential alternate processes. Should alternate processes not be feasible consider foregoing the activity requiring close contact, or determine appropriate face protection and other PPE through consultation with your supervisor and/or appropriate health and safety contact

**Site Hygiene Practices:**

Shared equipment is to be cleaned before and after every use. Individuals using shared equipment are to wash or sanitize their hands before and after use, as well as utilize appropriate PPE (latex or nitrile gloves, safety glasses, face shields, etc.).

Hand sanitizer is to be used before entering and after exiting vehicles. Sanitizing wipes will be used to clean off steering wheel, gear stick, windshield wipers, turn signal levers, and door handles after each use. To adhere to social distancing requirements, separate vehicles will be taken if more than one worker is traveling to the site.

In the event PDG or other UW staff occupies space in a job trailer, a distance of 6 feet will be maintained from other individuals.

At the end of the day, wash hands for 20 seconds with soap and water or use hand sanitizer before leaving site. Employees may also wish to change work clothes prior to arriving home.

**Personal Protective Equipment:**

In additions to Hardhats, safety glasses, appropriate gloves, substantially constructed work boots and high-visibility safety apparel the Center for Disease Control and Prevention (CDC) is additionally advising the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others.

For more information and updates, visit:

UW: [www.washington.edu/coronavirus](http://www.washington.edu/coronavirus)

OSHA 3990 - *Guidance on Preparing Workplaces for COVID-19*:  
<https://www.osha.gov/Publications/OSHA3990.pdf>

WA L&I DOSH – *Dealing with Coronavirus in Construction*:  
<https://lni.wa.gov/forms-publications/F414-162-000.pdf>

CDC guidance on mask use:  
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

*This document is subject to change and update*

UWF PROJECT DELIVERY GROUP	<b>JOB HAZARD ANALYSIS</b>	DATE: April 9, 2020
<b>Task or Activities</b>	<b>Hazards &amp; Consequences</b>	<b>Recommended Mitigations &amp; Controls</b>

Project Type	Any project work occurring in the field Any tasks that must be modified to meet requirements laid out by OSHA's Guidance on COVID-19, OR Executive Order 20-12, or WA State Proclamation 20-25.	
<p>All work that employees perform is conducted under site specific safety plans, which provide the basis upon which safety decisions should be made to maintain a safe and healthy work environment. Employees are required to read and abide by the contents in the site specific safety plan as a condition of employment. A job hazard analysis (JHA) considers job tasks to identify hazards before they occur. This JHA has been prepared for the specific project activities listed. Site-specific conditions may require this JHA to be modified so that employees remain safe while performing their job.</p> <p><b>UW Employees must also adhere to any Prime Contractor requirements in place at the project site</b></p>		
<b>Task or Activities</b>	<b>Hazards &amp; Consequences</b>	<b>Recommended Mitigations &amp; Controls</b>
Any task that uses shared equipment	<p>Surface contamination / personal exposure to COVID-19</p> <p>Physical - The COVID-19 virus lives on surfaces for several days. Touching uncleaned equipment surfaces with no PPE then touching one's face can expose workers.</p>	<p>1. People handling tools should wash their hands or use a proper hand sanitizer before and after use to help prevent contamination.</p> <p>2. People handling tools should be properly trained and protected using necessary PPE, such as nitrile or latex gloves and safety glasses. After use, clean tools with mild soap, a clean damp cloth, and, as needed, use an approved disinfectant for COVID-19; Pre-approved <a href="https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf">https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf</a> Or EPA approved <a href="https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2">https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2</a> Certain cleaning agents and solvents are harmful to plastics and other insulated parts and shouldn't be used. Cleaners that have conductive or corrosive materials are not recommended for cleaning metal surfaces. Some of these include gasoline, turpentine, lacquer thinner, paint thinner, chlorinated cleaning solvents, ammonia and household detergents containing ammonia.</p> <p>3. Never use flammable or combustible solvents around tools.</p>
Any task that typically requires two or more people to perform, and those workers cannot attain 6 feet of distance.	<p>Respiratory - COVID-19 is thought to spread mainly from person to person through coughing or sneezing. When someone coughs or sneezes, small drops of liquid spray from their nose or mouth. If another worker is standing too close, those droplets can be inhaled.</p>	<p>1. Workers are required to stay at home if they are sick or having symptoms related to COVID-19</p> <p>2. Any task requiring two or more people to be within 6 feet of each other must be evaluated to determine if the task can be completed in such a way to achieve a distance of 6 feet or greater between workers, such as using a mechanical means. If this cannot be accomplished, workers must wear nitrile gloves, safety glasses, and Surgical mask. N95s can be voluntarily used – does not require fit-testing or medical clearance. See our mask guidance. <a href="https://www.ehs.washington.edu/system/files/resources/facemask-guidance-">https://www.ehs.washington.edu/system/files/resources/facemask-guidance-</a></p>

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Task or Activities	Hazards & Consequences	Recommended Mitigations & Controls
		<p>COVID-19.pdf or use safety goggles with face shield. Tasks that require individuals to be within 6 feet of each other are to be evaluated you and your supervisor for potential alternate processes. Should alternate processes not be feasible consider foregoing the activity requiring close contact, or determine appropriate face protection and other PPE through consultation with your supervisor and/or appropriate health and safety contact</p> <p>3. When the task is complete, workers must dispose of gloves and wash hands with soap and water for 20 seconds, or use hand sanitizer with at least 60% alcohol content. Gloves can be disposed of in regular trash, unless exposure to blood or toxic materials/chemicals occurred. Gloves worn while disinfecting with bleach solution or other disinfectants (Lysol, Clorox, etc.) can go in the regular trash.</p>
Project meetings, including safety tailgates, project status, etc.	Respiratory	<p>1.Workers are required to stay at home if they are sick or having symptoms related to COVID-19</p> <p>2.Where feasible, have telephone/online calls with clients, design team, contractors, unions, etc. for status updates.</p> <p>3.For daily safety tailgate meetings, maintain 6 feet of distance between all workers. It may be easier to accomplish this if the safety update can be printed out, taped on a wall, and let one person at a time go up to read it.</p>
Use of vehicles	<p>Surface contamination / personal exposure to COVID-19</p> <p>Physical</p>	<p>1.Use sanitizing wipes to clean off steering wheel, gear stick, windshield wipers, turn signal levers, and door handles when finished using.</p> <p>2.Use hand sanitizer before entering and after exiting vehicle, especially if surfaces at the project site were touched.</p> <p>3.To adhere to social distancing requirements, take separate vehicles if more than one worker is going to the site.</p>
Trailer Office Use	<p>Surface contamination / personal exposure to COVID-19</p> <p>Physical/Respiratory</p>	<p>1. Maintain 6 feet of distance between anyone who works in on-site trailers. Move nonessential staff to off- site location if needed. Functions such as accounting, requisitions, etc. are typically able to be done remotely.</p> <p>2.All surfaces should be wiped down daily with an EPA-approved disinfectant. Frequently touched surfaces such as doorknobs, bathrooms, and kitchen or food storage may need more frequent wipedowns.</p>

# JOB HAZARD ANALYSIS

Task or Activities	Hazards & Consequences	Recommended Mitigations & Controls
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		<p>3.Restrict visitors. Require visitors to answer potential exposure questions prior to allowing on site or in trailer.</p> <p>4.Place posters that encourage staying home when sick, coughing and sneezing etiquette, and hand hygiene at the entrance to trailer and in other workplace areas where they are likely to be seen. (Available on CDC website.)</p>
End-of-day shutdown	<p>Surface contamination / personal exposure to COVID-19</p> <p>Physical</p>	<p>1.Secure all tools, equipment, and materials after cleaning or wiping down.</p> <p>2.Wash hands for 20 seconds with water and soap or hand sanitizer before leaving site.</p>
Pre-Site Visit Planning for remote sites	<p>Surface contamination / personal exposure to COVID-19</p> <p>Physical/Respiratory</p>	<p>1.If working on a remote site, put a canister of wipes in vehicle. Take two water coolers; label one for drinking water and one for handwashing. Alternately, take hand sanitizer.</p> <p>2.Remember to bring PPE such as nitrile gloves and safety glasses.</p> <p>3.Workers should bring personal box of tissues to use (sneezing and coughing can occur with allergies). Wash hands or use hand sanitizer after using tissue.</p>
Personal Wellness Monitoring	<p>Surface contamination / personal exposure to COVID-19</p> <p>And Respiratory</p>	<p>1.Personal Wellness Monitoring: It is critical that individuals not report to work while they are experiencing illness symptoms such as fever, cough, shortness of breath, sore throat, runny/stuffy nose, body aches, chills, or fatigue.</p> <p>2.Individuals should seek medical attention if they develop these symptoms.</p> <p>3.Screening Policy as per Contractors Site Specific Safety plan governing the site</p> <p>4.Response plan when a symptomatic person is suspected or known to be positive on-site. This plans describes what actions are taken to address personnel that may have been in close contact and cleaning and disinfection procedures.</p>

\* Please note that this is an addendum to be used for all field projects during the COVID-19 outbreak period. These procedures are considered above and beyond tasks performed under normal circumstances.

## COVID-19 and Personal Protective Equipment (PPE)

During an outbreak, the risk of occupational exposure to SARS-CoV-2, the virus that causes COVID-19, may vary from very high to low risk. The level of risk depends in part on the industry, type of work performed, and the need for direct physical contact or repeated or extended time within 6 feet in proximity to people known to be, or suspected of being infected with SARS-CoV-2. To help employers determine appropriate precautions, EH&S has adopted the [OSHA Occupational Risk](#) levels to characterize work, consisting of very high, high, medium, and low.

While engineering and administrative controls are considered more effective in minimizing exposure to SARS-CoV-2, PPE may also be needed to prevent certain exposures. While correctly using PPE can help prevent some exposures, it should not take the place of other prevention strategies.

All types of PPE must be:

- Selected based upon the hazard to the worker.
- Properly fitted and periodically refitted, as applicable (e.g., respirators).
- Consistently and properly worn when required.
- Regularly inspected, maintained, and replaced, as necessary.
- Properly removed, cleaned, and stored or disposed of, as applicable, to avoid contamination of self, others, or the environment.

The most important things we can all do to limit the spread of illness are to:

- Stay home when you are sick and avoid close contact with others.
- Wash hands often with soap and water for at least 20 seconds. If water is not available, use hand sanitizer, with at least 60% alcohol.
- Avoid touching your eyes, nose or mouth with unwashed hands.
- Avoid contact with people who are sick.
- Cover your mouth/nose with a tissue or sleeve when coughing or sneezing. Immediately throw the tissue in the garbage.
- Practice social distancing- Keep at least six feet between yourself and others as much as possible.

Employees who have concerns about the Novel Coronavirus and COVID-19 may consult the [Novel coronavirus & COVID-19: facts and resources](#) webpage for further information and guidance.

## COVID-19 Personal Protective Equipment (PPE) Risk Level Summary

Risk Level	Risk Description	Job Role / Activity	PPE
<b>Very High</b>	Jobs with a high potential for exposure to known or suspected sources of COVID-19 during specific medical, post-mortem or laboratory procedures.	<ul style="list-style-type: none"> <li>Healthcare workers performing aerosol generating activities</li> <li>Morgue workers</li> <li>COVID-19 research personnel</li> </ul>	Respirator (N95 or PAPR) Disposable gown Safety glasses or chemical goggles Face shield or surgical mask (extends N95 life) Disposable gloves
<b>High</b>	Jobs with a high potential for exposure to known or suspected sources of COVID-19. No aerosol generating procedures performed.	<ul style="list-style-type: none"> <li>Healthcare or laboratory personnel collecting/handling specimens from known or suspected COVID-19 patients</li> <li>Clinical Care (e.g., medical, dental, veterinary) and Support</li> <li>Medical Transport (ambulance/airlift operators)</li> <li>Mortuary Workers</li> <li>UW Police (close contact with suspected COVID positive individuals)</li> <li>Campus Safety and Security</li> <li>Maintenance in COVID-19 suspected Student Housing</li> </ul>	Surgical masks or respirator (N95, cartridge-style respirator, or PAPR) Disposable gloves Disposable gown Safety glasses or chemical goggles Face shield (extends N95 life)
<b>Medium</b>	Jobs that require frequent/close contact with people who may be infected, but who are not known to be infected.	<ul style="list-style-type: none"> <li>Food Service</li> <li>Medical Facility Screeners and Admit</li> <li>Housing Hall Desks</li> <li>Cashiers</li> </ul>	Surgical masks Disposable gloves
	In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, some high-volume retail settings).	<ul style="list-style-type: none"> <li>Transportation Shuttle Drivers (passenger assist)</li> </ul>	Disposable gloves Surgical mask or N95 (voluntary use) Face shield or chemical goggles Disposable gown (optional)
		<ul style="list-style-type: none"> <li>Custodial enhanced disinfection for a known or suspected COVID location</li> </ul>	Disposable gloves Disposable gown Safety goggles or face shield (splash potential) Surgical mask (required if in COVID-positive housing) or N95 (voluntary use)
<b>Lower Risk (Caution)</b>	Jobs that do not require contact with people known to be or suspected to be infected.  Workers in this category have minimal occupational contact with the public and other coworkers.	<ul style="list-style-type: none"> <li>Custodians</li> <li>Maintenance (including FOMS)</li> <li>Utility and Infrastructure</li> <li>Transportation Shuttle Drivers</li> <li>Security Guards</li> <li>Laboratory Staff</li> <li>Animal Care Staff</li> <li>Mail Services</li> </ul>	Surgical mask offered (close contact) *

\* **Close contact** is defined as being within approximately 6 feet (2 meters) of a person with confirmed COVID-19 for a prolonged period of time, or having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on) without wearing personal protective equipment.