

Worksite Specific COVID-19 Prevention Plan County of Ventura, State of California			
Business Name: _____		Business Sector: Construction	Person Responsible for Implementing Plan: _____
COVID-19 General Checklist Items for Employers (Release May 7, 2020)	Procedure (write a short statement on how you will address the checklist item)	Frequency (hourly, daily, etc...)	Resources Needed (gloves, signage, barriers etc...)
1. Worksite Plan			
1	The person(s) responsible for implementing the plan.		
2	A risk assessment and the measures that will be taken to prevent spread of the virus.		
3	Training and communication with employees and employee representatives on the plan.		
4	A process to check for compliance and to document and correct deficiencies.		
5	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.		
6	Update the plan as necessary to prevent further cases.		
2. Employee Training			
1	Information on COVID-19, preventing spread, and who is especially vulnerable.		
2	Self-screening at home, including temperature and/or symptom checks using CDC guidelines.		

3	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.			
4	When to seek medical attention.			
5	The importance of hand washing.			
6	The importance of physical distancing, both at work and off work time.			
7	Proper use of cloth face covers.			
3. Individual Control Measures & Screening				
1	Symptom screenings and/or temperature checks.			
2	Encourage workers who are sick or exhibiting symptoms of COVID-19 to stay home.			
3	Encourage frequent handwashing and use of hand sanitizer.			
4	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.			
5	Strongly recommend cloth face covers.			
4. Cleaning and Disinfecting Protocols				
1	Perform thorough cleaning in high traffic areas.			
2	Frequently disinfect commonly used surfaces.			
3	Clean and sanitize shared equipment between each use.			

4	Clean touchable surfaces between shifts or between users, whichever is more frequent.			
5	Require workers to wash hands or use sanitizer after using shared equipment.			
6	Sanitize PPE at the end of the shift.			
7	Avoid sharing phones, work tools, etc. wherever possible.			
8	Keep sanitary facilities stocked.			
9	Provide additional toilets and hand washing stations if needed for physical distancing during breaks			
10	Use products approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list and follow product instructions and Cal/OSHA requirements.			
11	Install hands-free devices if possible.			
12	Consider upgrades to improve air filtration and ventilation.			
5. Physical Distancing Guidelines				
1	Implement measures to ensure workers are at least six feet apart.			
2	Adjust on-site meetings to ensure physical distancing.			
3	Limit the number of workers on the jobsite at one time if necessary.			
4	Stagger employee breaks, if needed, to maintain physical distancing protocols.			

*After completing a written COVID-19 Prevention Plan, businesses should register at www.vcreopens.com

5	Reconfigure break areas for physical distance.			
6	Avoid congested areas at lunch.			

This document serves as notice of participation and compliance with the guidelines set forth by the State of California and the County of Ventura. This checklist and procedures shows how our firm complies with orders to reopen our business in compliance with State and county orders regarding the Covid crisis.

Signature: _____

Date: _____