

Appendix D

Construction Technology Plan

Peninsula College Construction Technology COVID-19 Procedures and Requirements for Spring Quarter 2020.

Information edited for our use from “Gov. Jay Inslee’s Construction Working Group Recommendations” 4/23/20

Any existing construction projects complying with the points below may resume only those work activities that do not require workers to be closer than six-feet together. If a work activity requires workers to be closer than six feet, it is not considered low-risk and is not authorized. Adherence to the physical distancing requirement and the health and safety points below will be strictly enforced.

Prior to recommencing work, all contractors are required to develop and post at each job site a comprehensive COVID-19 exposure control, mitigation, and recovery plan. The plan must include policies regarding the following control measures: PPE utilization; on-site social distancing; hygiene; sanitation; symptom monitoring; incident reporting; site decontamination procedures; COVID-19 safety training; exposure response procedures; and a post-exposure incident project wide recovery plan. A copy of the plan must be available on each job site during any construction activities and available for inspection by state and local authorities. Failure to meet posting requirements will result in sanctions, including the job being shut down.

All contractors are required to post at each job site written notice to employees, subcontractors and government officials the Phase 1 work that will be performed at that job site and signed commitment to adhere to the requirements listed in this document.

All contractors have a general obligation to keep a safe and healthy worksite in accordance with state and federal law. Failure to follow these requirements will be considered a violation of these duties and be penalized accordingly. Under RCW 49.17.060, “each employer shall furnish to each of their employees a place of employment free from recognized hazards that are causing or likely to cause serious injury or death to his or her employees and shall comply with the rules, regulations, and orders promulgated under this chapter.” The Washington State Department of Labor & Industries’ Division of Occupational Safety and Health (DOSH) is responsible for workplace safety and health, including inspections and enforcement, consultation, technical assistance, training, education and grants.

All contractors are also required to comply with the following COVID-19 worksite-specific safety practices, as outlined in Gov. Jay Inslee’s “Stay Home, Stay Healthy” Proclamation 20-25, and in accordance with the Washington State Department of Labor & Industries General Coronavirus Prevention Under Stay Home-Stay Healthy Order (DOSH Directive 1.70:

<https://www.lni.wa.gov/safetyhealth/safety-rules/enforcement-policies/DD170.pdf>) and the Washington State Department of Health Workplace and Employer Resources & Recommendations at <https://www.doh.wa.gov/Coronavirus/workplace>:

COVID-19 Site Supervisor1

1. A site-specific COVID-19 Supervisor shall be designated by the contractor at every job site to monitor the health of employees and enforce the COVID-19 job site safety plan. A designated COVID-19 Supervisor must be present at all times during construction activities, except on single-family residential job sites with 6 or fewer people on the site.

Each class content instructor shall serve as the COVID-19 Site Supervisor for their appointed classes. In the case where the class has an I-BEST Instructor, the I-BEST Instructor may assist the Course Instructor but it is the responsibility of the Course Instructor to serve as the COVID-19 Site Supervisor.

COVID-19 Safety Training

2. A Safety Stand-Down/toolbox talk/tailgate training must be conducted on all job sites on the first day of returning to work, and weekly thereafter, to explain the protective measures in place for all workers. Social distancing must be maintained at all gatherings.

Prior to the students being allowed in the Construction Technology Lab area, there will be a mandatory online ZOOM Toolbox safety talk that prepares students for their first day in the lab. Subsequently, there will be a required Toolbox / Safety Talk EACH class. Students are required to be on time for the Tool Box / Safety Talk or they will NOT be allowed to enter the lab for that class.

3. Attendance will be communicated verbally and the trainer will sign in each attendee. The Course Instructor will be required to supervise entrance into the Construction Technology Lab and will be required to sign in (take attendance).

4. COVID-19 safety requirements shall be visibly posted on each jobsite.

Prior to the first lab, the Construction Technology Lab COVID-19 Safety requirements will be posted on CANVAS as well as inside and outside of the Tin Shed Construction Lab Area.

Social Distancing

5. Social distancing of at least 6 feet of separation must be maintained by every person on the worksite at all times.

6. Gatherings of any size must be precluded by taking breaks and taking lunch in shifts. Any time two or more persons must meet, ensure minimum 6 feet of separation.

BETWEEN CLASSES: • Between GRBD103 and GRBD108 on Tuesdays and Thursdays, students MUST maintain Social Distancing of at least 6 feet. • Students going to their cars and / or using the Restrooms MUST Check out with the COVID-19 Site Supervisor and then check back in upon return.

RESTROOM USE: • Construction Technology Students are required to use the Restrooms outside of P-Building. • Only ONE (1) student may use the restroom at a time. • Students must notify the COVID-19

Site Supervisor (course instructor) prior to using the restrooms. ◦ The course instructor will record the use and notify Campus Safety after the student returns. ▪ Upon the student’s return, the course instructor will verify and record that proper procedures were followed. • Students are required to follow the posted PC Campus COVID-19 use regulations. • Students may NOT visit any other parts of campus other than the parking lot, the Construction Technology lab area, and the restrooms located in the P Building.

SMOKING: During class breaks and between classes, students who smoke may do so in their personal vehicles. The smoke shacks are NOT to be used.

7. Identify “choke points” and “high-risk areas” on job sites where workers typically congregate and control them so social distancing is always maintained.

Choke points will be minimized by requiring students to enter the Construction Technology Lab through the northwest gate between the Tin Shed and Q-Building and only entering the Tin Shed through the roll-up door (second door from the right). The content instructor will have both the gate and the rollup door open prior to the arrival of students and will greet and check in students as they pass through the gate. At no time are students to come in contact with the gate or the rollup door. No more than two students and one instructor may be in the Tin Shed at any one time. Students entering the Tin Shed will do so on the RIGHT side of the entrance, and students will exit on the LEFT side. An obvious barrier will be placed between the lines in order to maintain social distancing of 6 feet or more.

8. Minimize interactions when picking up or delivering equipment or materials, ensure minimum 6-foot separation.

Instructors will have materials and tools at each work station prior to the arrival of students. Should a student need additional tools or materials, they are first to inform the instructor and either the instructor will get them for the student or they will inform the student of their location. The COVID19 Site Supervisor will oversee the acquisition of tools and materials to ensure that social distancing and proper handling and cleaning is maintained.

9. To the extent practical allow only one trade/subcontractor at a time on a jobsite and maintain 6-foot separation social distancing for each member of that trade. If more than one trade/subcontractor must be on the job to complete the job then at a minimum all trades and subcontractors must maintain social distancing policies in accordance with this guidance. Personal Protective Equipment (PPE) – Employer Provided

10. Provide personal protective equipment (PPE) such as gloves, goggles, face shields and face masks as appropriate, or required, for the activity being performed.

11. Masks, in accordance with Washington Department of Health guidelines, or as required by Washington Department of Labor & Industries (L&I) safety rules, must be worn at all times by every employee on the worksite.

Masks MUST be worn at all times within the Construction Technology Lab. Students may choose to provide and wear their own masks, but the PC Construction Technology Program will provide each student with a new disposable mask each day that they are in the lab. If students are in the lab for two classes in a single day, they are expected to maintain and wear the same mask for both classes. Should a mask break or tear, there will be additional masks on hand.

12. Eye protection must be worn at all times by every employee while on worksite.

Eye Protection MUST be worn at all times within the Construction Technology Lab. Each student will be provided one pair of safety glasses per quarter, per class. Students may also choose to wear their own safety glasses. Unlike disposable masks, safety glasses are meant to be reused, therefore safety glasses must be cleaned often. There will be glasses cleaning wipes provide so that students may clean their safety glasses throughout the lab period. Instructors will place packets at each work station when they set out tools and materials and will also be available in the Tin Shed.

13. Gloves must be worn at all times by every employee while on a worksite. The type of glove worn should be appropriate to the task. If gloves are not typically required for the task, then any type of glove is acceptable, including latex gloves.

Disposable rubber or latex gloves will be provided on an as needed basis. It is advised that gloves are changed often during each lab period. Students are encouraged to wear work gloves over the rubber or latex gloves that they have on. Disposable gloves are to be replaced any time they are removed or torn and are not to be reused.

14. If appropriate PPE cannot be provided, the worksite must be shut down.

Sanitation and Cleanliness

15. Soap and running water shall be abundantly provided on all job sites for frequent handwashing. Workers should be encouraged to leave their workstations to wash their hands regularly, before and after going to the bathroom, before and after eating and after coughing, sneezing or blowing their nose.

Before leaving your work station, when changing gloves and after sneezing, coughing, or blowing their noses, students must clean their hands with a cleaning wipe followed by hand sanitizer.

16. When running water is not available, portable washing stations, with soap, are required, per WAC 296-155-140 2(a) – (f). Alcohol-based hand sanitizers with greater than 60% ethanol or 70% isopropanol can also be used, but are not a replacement for the water requirement.

17. Post, in areas visible to all workers, required hygienic practices, including not to touch face with unwashed hands or with gloves; washing hands often with soap and water for at least 20 seconds; use hand sanitizer with at least 60% alcohol; cleaning and disinfecting frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons, and doorknobs; covering the mouth and nose when coughing or sneezing as well as other hygienic recommendations by the U.S. Centers for Disease Control (CDC).

We will post this on-site, inside and outside of the Tin Shed as well as covering these items in our Daily Toolbox / Safety Meetings. The COVID19 Site Supervisor will be responsible for maintaining hand sanitizer on-site and that the students use as they should.

18. Make disinfectants available to workers throughout the worksite and ensure cleaning supplies are frequently replenished. This will be the job of the COVID -19 Site Supervisor to check and maintain before, between, and throughout the labs.

19. Frequently clean and disinfect high-touch surfaces on job sites and in offices, such as shared tools, machines, vehicles and other equipment, handrails, doorknobs, and portable toilets. If these areas cannot be cleaned and disinfected frequently, the jobsite shall be shut down until such measures can be achieved and maintained.

The students will be instructed on the proper cleaning of the tools and at the end of each lab the COVID-19 Site Instructor will monitor the proper cleaning of each tool. Additional tools any student may have needed, will stay with that student until the end of the lab and they are properly cleaned. No tools will be shared during a lab period.

20. When the worksite is an occupied home, workers should sanitize work areas upon arrival, throughout the workday and immediately before they leave, and occupants should keep a personal distance of at least 10 feet.

21. If an employee reports feeling sick and goes home, the area where that person worked should be immediately disinfected.

If an employee reports feeling sick or displays symptoms, they will be immediately sent home. The incident will immediately be reported to Campus Safety and recorded by the COVID-19 Site Supervisor. The COVID-19 Site Supervisor will then clean the work station and the work station may not be used for a minimum of 36 hours.

Employee Health/Symptoms

22. Create policies which encourage workers to stay home or leave the worksite when feeling sick or when they have been in close contact with a confirmed positive case. If they develop symptoms of acute respiratory illness, they must seek medical attention and inform their employer.

Students reporting or displaying symptoms will be immediately sent home and may not return until they have been evaluated and cleared by a health care provider. The COVID-19 Site Supervisor will follow up with the student via CANVAS.

23. Have employees inform their supervisors if they have a sick family member at home with COVID-19. If an employee has a family member sick with COVID-19, that employee must follow the isolation/quarantine requirements as established by the State Department of Health.

We will require the same of the students.

24. Screen all workers at the beginning of their shift by taking their temperature and asking them if they have a fever, cough, shortness of breath, fatigue, muscle aches, or new loss of taste or smell. Thermometers used shall be 'no touch' or 'no contact' to the greatest extent possible. If a 'no touch' or 'no contact' thermometer is not available, the thermometer must be properly sanitized between each use. Any worker with a temperature of 100.4°F or higher is considered to have a fever and must be sent home.

This will be the duty of the COVID-19 Site Supervisor and will be done at the gate upon the arrival of each student.

25. Instruct workers to report to their supervisor if they develop symptoms of COVID-19 (e.g., fever, cough, shortness of breath, fatigue, muscle aches, or new loss of taste or smell). If symptoms develop during a shift, the worker should be immediately sent home. If symptoms develop while the worker is not working, the worker should not return to work until they have been evaluated by a healthcare provider.

26. Failure of employees to comply will result in employees being sent home during the emergency actions.

Failure to comply will result in students being sent home and not allowed in the Construction Technology Lab.

27. Employees who do not believe it is safe to work shall be allowed to remove themselves from the worksite and employers must follow the expanded family and medical leave requirements included in the Families First Corona Virus Response Act or allow the worker to use unemployment benefits, paid time off, or any other available form of paid leave available to the worker at the workers discretion.

Students who do not believe it is safe to attend the labs will be given additional assignments on CANVAS and the opportunity to earn Extra Credit. For each Lab Session, an alternative assignment will be posted on CANVAS. Choosing not to attend Lab Session will NOT have a negative impact on a student's grade, provided they do the alternative assignment.

28. Any worker coming to work on a construction site in Washington from any state that is not contiguous to Washington must self-quarantine for 14 days to become eligible to work on a job site in Washington. The same is required of students.

29. If an employee is confirmed to have COVID-19 infection, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). The employer should instruct fellow employees about how to proceed based on the CDC Public Health Recommendations for Community-Related Exposure.

If a student or instructor is confirmed to have COVID-19, Campus Safety will be immediately notified and the student's confidentiality will be maintained. At this point, we will work with Campus Safety to follow all applicable guidelines.

Job Site Visitors

30. A daily attendance log of all workers and visitors must be kept and retained for at least four weeks. The log must include the name, phone number, and email address of all workers and visitors.

Absolutely NO visitors are allowed.

No jobsite may operate until the contractor can meet and maintain all requirements, including providing materials, schedules and equipment required to comply.

These Phase 1 COVID-19 job site safety practices are required as long as the "Stay Home, Stay Healthy" Gubernatorial Proclamation 20-25 is in effect or if adopted as rules by a federal, state or local regulatory agency. All items minus numbers 28 and 30 are subject to enforcement action under L&I's Division of Occupational Safety and Health (DOSH).

Workplace safety and health complaints may be submitted to the L&I Call Center: (1-800-423-7233) or via e-mail to adag235@lni.wa.gov. General questions about how to comply with construction safety practices can be submitted to the state's Business Response Center at <https://app.smartsheet.com/b/form/2562f1caf5814c46a6bf163762263aa5>. All other violations related to Proclamation 20-25 can be submitted via at: <https://bit.ly/covid-compliance>.