

# PENINSULA COLLEGE

## RE-ENTRY PLAN 2020

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Exposure Control, Mitigation, and Recovery

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## Background

In January 2020, the United States was impacted by COVID-19. COVID-19 is a respiratory illness that can spread from person to person. On Saturday, February 29, 2020, Governor Inslee issued a Proclamation of Emergency to address the outbreak of the COVID-19 virus in Washington State. As a result, Clallam County Emergency Management (CCEM) activated the Clallam county Emergency Operations Center (EOC) on March 3, 2020. CCEM and Clallam county Health and Human Services (CCHHS) formed a unified command to deal with the emergency within Clallam County.

President Trump declared a national emergency on Friday, March 13, 2020 at 1300 hours.

In March 2020, Washington State Governor Jay Inslee issued a directive to close in-person learning for K-12 and higher education. With this directive, Peninsula College adjusted to an online learning modality in a two week time frame. Shortly after, all services were moved online and campuses were closed, except to those who physical presence was absolutely necessary.

The COVID-19 Pandemic has impacted the entire Peninsula College community. For the purpose of this plan, the campus community includes, but is not limited to, students, faculty, staff, visitors, volunteers, campus contractors, private entities, and volunteer organizations.

## Overview

The Peninsula College Pandemic Re-Entry Plan is intended to guide campus leadership in making the best and safest assessment on what capabilities and resources are needed to maintain a safe and secure learning and work environment when addressing the complexity of a public health crisis. The Pandemic Re-Entry Plan provides a framework to resume campus operations within reason and as permitted during a pandemic outbreak. This plan is deployed to support recovery activities as outlined the PC Emergency Management Plan (EMP). Copies of this plan will be located at each building and campus location.

## Purpose

The College has incorporated precautions regarding public health emergencies into the Comprehensive Emergency Management Plan (CEMP) to guide the campus community and its service district in the prevention, mitigation, preparedness, response, and recovery of an infectious disease outbreak. The goals of the plan are to:

- Protect the health and safety of students, employees, and visitors.
- Minimize the impact on instruction, College operations, personnel, and facilities.
- Provide for the continuity of College operations to the greatest extent possible.
- Effectively communicate throughout the duration of the pandemic.
- Recover from the pandemic as quickly as possible.

## OBJECTIVES

**In compliance with the governor’s variance for the listed programs, we will take all necessary steps to:**

- Reduce the potential for transmission of COVID-19 on the college campus and in college facilities.
- Decrease potential transmission of illness among employees and students.
- Monitor all lab activities and appoint COVID-19 supervisors as required.
- Ensure we are meeting all cleaning and sanitation standards.
- Deploy a safe and compliant plan for health monitoring.
- Ensure our plans allow us to meet federal requirements for infection tracing.

## Essential Programs

Higher Education and Critical Infrastructure Workforce training jobs and approved (see attached list) instructional programs complying with the points below may resume only those work and instructional activities that do not require workers and students to be closer than six-feet together. If a work or instructional activity requires workers or students 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.

All programs have a general obligation to keep a safe and healthy location 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.

Essential Sector	Essential Worker	Essential Programs	Sector #
Health Care/Public Health	Yes	Funeral Service and Mortuary Science	1
Health Care/Public Health	Yes	Language Interpretation and Translation	1
Health Care/Public Health	Yes	Human Services - Behavioral and Social Services	1
Health Care/Public Health	Yes	Building/Construction Finishing, Management, Inspection, & Sanitation	1
Health Care/Public Health	Yes	Allied Health and Medical Assisting Services	1
Health Care/Public Health	Yes	Allied Health Diagnostic, Intervention, and Treatment Professions	1
Health Care/Public Health	Yes	Clinical/Medical Laboratory Science and Allied Professions	1
Health Care/Public Health	Yes	Mental and Social Health Services and Allied Professions	1
Health Care/Public Health	Yes	Health Aides/Attendants/Orderlies	1
Emergency Services	Yes	Criminal Justice and Corrections	2
Emergency Services	Yes	Fire Protection	2
Emergency Services	Yes	Homeland Security	2
Emergency Services	Yes	Security and Protective Services	2
Food & Agriculture	Yes	Agricultural Mechanization	3
Food & Agriculture	Yes	Agricultural Production Operations	3
Food & Agriculture	Yes	Agricultural and Food Products Processing	3
Food & Agriculture	Yes	Applied Horticulture and Horticultural Business Services	3
Food & Agriculture	Yes	Culinary Arts and Related Services	3
Food & Agriculture	Yes	Hospitality Administration/Management	3
Energy	Yes	Environmental Control Technologies/Technicians	4
Energy	Yes	Physical Science Technologies/Technicians	4
Energy	Yes	Electrical and Power Transmission Installers	4
Energy	Yes	Heating, Air Conditioning, Ventilation and Refrigeration Maintenance Technology/Technician	4
Energy	Yes	Boilermaking/Boilermaker	4
Water & Wastewater	Yes	Plumbing and Related Water Supply Services	5
Transportation & Logistics	Yes	Vehicle Maintenance and Repair Technologies	6
Transportation & Logistics	Yes	Air Transportation	6
Transportation & Logistics	Yes	Ground Transportation	6
Transportation & Logistics	Yes	Marine Transportation	6
Transportation & Logistics	Yes	Business Operations Support and Assistant Services	6
Childcare/Education	Yes	Teacher Education and Professional Development, Specific Levels and Methods	8
Critical Manufacturing	Yes	Electrical Engineering Technologies/Technicians	9
Critical Manufacturing	Yes	Electromechanical Instrumentation and Maintenance Technologies/Technicians	9
Critical Manufacturing	Yes	Industrial Production Technologies/Technicians	9
Critical Manufacturing	Yes	Quality Control and Safety Technologies/Technicians	9
Critical Manufacturing	Yes	Mechanical Engineering Related Technologies/Technicians	9
Critical Manufacturing	Yes	Engineering-Related Technologies	9
Critical Manufacturing	Yes	Electrical/Electronics Maintenance and Repair Technology	9
Critical Manufacturing	Yes	Heavy/Industrial Equipment Maintenance Technologies	9
Critical Manufacturing	Yes	Precision Metal Working	9
Hazardous Materials	Yes	Nuclear Engineering Technologies/Technicians	10
Other_Construction	Yes*	Construction Trades	14

## Operational Re-Entry Levels

In support of CEMP priority objectives, and through application of the National Center for Disease Control and Prevention (CDC) CDC's key concepts, the re-entry process was divided into three levels as Closed (red), Restricted (yellow), and Limited (green). The operational re-entry levels were developed by review and assessment of past, present, and predicted situational impacts and needs of a pandemic outbreak as guided by the CDC, Washington State Department of Health, the Office of the Governor and Clallam County Department of Health & Human Services. Ongoing review of pandemic guidance will continue through activation of this plan.

### CLOSED (Red)

#### Campus Status:

Closed – All buildings locked /no on-campus services

**Academic Activities:** Online or placed on hold as determined by leadership

This level allows for the re-entry of essential personnel with key roles in responding to and restoring normal operations and may include the following:

- Incident Management Team
- Facilities and Operations
- Safety & Security

Entry is based on the recommendations and direction of the Washington State Department of Health and the Office of the Governor, in coordination with the Clallam County Department of Health.

## **RESTRICTED (Yellow)**

### **Campus Status:**

Partially Closed – restricted access to buildings / no on-campus student services

### **Academic Activities:** Online

This level allows for the re-entry of those who need access to retrieve vital records or perform essential on-campus support functions. Access is to be limited to critical job related duties that cannot be performed off-campus through teleworks and may include time restrictions by function and building. The following are examples of eligible personnel:

- Building contractors and repair service providers
- Staff
- Faculty
- Phase 1 critical infrastructure workforce training (see above)

During this level of re-entry, limited on-campus services may be permitted. Such services may include: copy center, bookstore, and technology pick-up only and access to emergency funding support services and PC food pantry distribution.

## **LIMITED (Green)**

### **Campus Status:**

Partially open – limited access to buildings / most on-campus services open

### **Academic Activities:** Online with limited on-campus learning activities

This level allows re-entry for the majority of staff and faculty following the guidance and direction of the Washington State Department of Health and the Office of the Governor. In matters related to a pandemic, the Department of Health uses science and data to determine high exposure risk populations.

Access to campus may be restricted for those who are considered to be a high exposure risk population. Any staff or faculty that display signs or symptoms of illness will be directed to refrain from accessing campus until safe to do so by their personal health care provider.

Operational Re-Entry Category	Campus Status	Building Access	On-Campus Services	Academic Activities
<b>CLOSED</b>	Closed	All buildings closed	No on-campus services	Online / or Suspended
<b>RESTRICTED</b>	Partially Closed Open to staff only	Restricted Building Access	Some on-campus services	Online Phase 1 programs on campus
<b>LIMITED</b>	Partially Open	Limited Access / Some buildings open	Most on-campus services available	Online / Limited on-campus learning

## Administrative Controls

The importance of personal health and safety dictates the need to establish institutional standards for infection prevention for all campus community members. Protecting faculty, staff and students is possible by a unified commitment to follow good hygiene and basic infection control practices.

### Basic Infection Control Practices:

- **COVID-19 Safety Training.** A safety training must be conducted at all campus locations on the first day of returning to work/class, with weekly updates thereafter, to explain protective measures in place for all workers and students. COVID-19 safety requirements shall be visibly posted at each location. The training video will be located in each appropriate Canvas shell as well as on the PC SharePoint site for employees.
- **Stay home if you are sick** or have signs and symptoms of illness. Daily self-assessment must be an honest assessment of personal health. If you think you are showing signs of illness, practice caution.
- **A social distance** of at least six feet must be maintained by every person at all times.
- **Personal Protective Equipment (PPE).** Provide PPE such as gloves, goggles, face shields, and face mask as appropriate, or required for the activity being performed. Face coverings 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 and visitor/student at the location. Face coverings will be the responsibility of each individual employee, student, or visitor. If a person is unable to provide a face covering they may contact Campus Safety at (360) 417-6559.

[https://lni.wa.gov/agency/\\_docs/wacoronavirushazardconsiderationsemployers.pdf](https://lni.wa.gov/agency/_docs/wacoronavirushazardconsiderationsemployers.pdf)

- **Frequently and thoroughly wash hands.** When soap and running water is not immediately available, use alcohol-based hand rubs containing at least 60% alcohol. Avoid touching your eyes, nose, and mouth with unwashed hands.

- **Practice respiratory etiquette.** Cover coughs and sneezes.
- **Routinely clean and sanitize or decontaminate** frequently touched surfaces and areas.

The college will follow the CDC's Guidance on Disinfecting all areas, including but not limited to:

- Classrooms and labs.
- Necessary office spaces used in support of Phase 1 return.
- Individual offices.
- Bathrooms.

College custodial staff will sanitize all touch surfaces in classrooms, instructional labs, public areas, restrooms, and shared public spaces each day (Five days per week).

**In the event we receive a report of a positive COVID-19 test impacting a space, we will follow the CDC guidelines for sanitizing the space:**

- 72 hours must have passed before custodial access for sanitation.
  - Accessible touch surfaces will be cleaned with disinfectant.
  - If more than seven days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
  - Continue routine cleaning and disinfection.
- 
- **Employee and student health symptoms and monitoring.** Employees and students should report to their supervisors/instructor if they have a sick family member at home with COVID-19. If an employee or student has a family member sick with COVID-19, that employee/student must follow the isolation/quarantine requirements as established by the State Department of Health. Employees and students should report COVID-19 contracted illness or exposures through the PC Cares online reporting mechanism [https://pencol-advocate.symplcity.com/public\\_report/index.php/pid254791?](https://pencol-advocate.symplcity.com/public_report/index.php/pid254791?)



**During any face-to-face instruction on campus, the following conditions will be met to mitigate the risk to students and faculty:**

- Attestation must be completed prior to entering and upon exiting a PC campus building
  - Employee Form: <https://bit.ly/2ToItUy>
  - Student Form: <https://bit.ly/3bKsrL7>
- The College will frequently disinfect common touch surfaces such as door handles, desks, equipment and other common surfaces.
- The College will require handwashing for students and faculty at the beginning and end of instruction and when returning from any breaks.
- Hand sanitizer will be available at each lab identified in Phase 1.
- Labs sizes will consist of 10 or fewer students.
- Social distancing of 6 feet will be kept at all times while on campus.
- PPE, including gloves, will be worn during lab skills practice as appropriate, or required, for the activity being performed. Face coverings are the responsibility of each individual (see page 5).
- All students, staff and faculty with COVID-19 symptoms are required to stay home until cleared to return to school by a qualified professional; in these instances, documentation must be provided indicating it is safe to return to campus. Individuals with these symptoms or combinations of symptoms must seek medical advice before arriving at campus:
  - Cough
  - Shortness of breath or difficulty breathing
  - Temperature at or above 100.4 degrees Fahrenheit
  - Fever
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - New loss of taste or smell
  - Signs and symptoms of COVID-19 continue to evolve, please visit the CDC's website-<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- Students, faculty and staff who have potentially been exposed to the virus should not come to campus until a 14 day symptom-free quarantine has been completed. Students in this situation should contact their academic advisor immediately.

- Students who are high-risk, or who have family members who are high-risk, may opt to be in a 100% online class or take a leave of absence, depending on the course and availability.
- Anyone who is not a prospective student, member of the student body, faculty, staff, or delivering supplies to the campus will not be permitted to enter the premises.

With the aggressive and unique nature of a pandemic outbreak, there is a need to assess implementation of more advanced infection prevention practices on campus. The CDC recommends the additional prevention practices below to address the concerns with the coronavirus pandemic outbreak:

- **Cover your mouth and nose with a cloth face cover when around others.** Everyone should wear a cloth face cover when they have to go out in public. Continue to practice social distancing between yourself and others. The cloth face cover is not a substitute for social distancing. The cloth face cover is meant to protect other people in case you are infected.

Additional pandemic outbreak administrative control recommendations from the Federal Occupational Safety and Health Administration (OSHA) are as follows:

- **Minimize contact** among workers, clients, and customers by replacing face-to-face interactions with virtual communications and implementing telework if feasible.
- **Establishing alternating days or extra shifts** that reduce the total number of employees and students in a facility at a given time, allowing them to maintain distance from one another while maintaining a full on-site work.
- **Discontinuing nonessential travel** to locations with ongoing COVID-19 outbreaks.
- **Provide up-to-date COVID-19 education** for workers on COVID-19 risk factors and protective behaviors.
- **Train workers on use of protective clothing and equipment** if required to use as part of their employment. Training shall include how to put it on, use/wear it, and take it off correctly, including the context of their current and potential duties.

## Engineering Controls

Engineering controls involve isolating employees from work related hazards. Implementing these types of controls helps reduce exposure to hazards without relying on worker behavior and be the most cost-effective solution to implement. Engineering controls for COVID-19 include:

- **Increasing ventilation to interior spaces** such as opening windows/doors and changing settings on HVAC system.
- **Installing physical barriers**, such as clear plastic sneeze guards.

Additional engineering controls in the campus environment include:

- **Implement social distancing seating** where able. This could include adjusting current classroom occupancy; modifying furniture arrangement in classrooms, offices, and common spaces; and/or designating a new use for some spaces.
- **Implement social distancing standing** where able. This could include use of floor markings or stanchions as social distance markers.
- **Evaluate building occupancy.** If necessary, implement measures to minimize building occupancy to support the efforts of social distancing, especially in public corridors and common spaces.

## Classifying Work Exposure Risk

Administrative and engineering controls assist in minimizing risk of exposure to the pandemic virus. The effectiveness of these controls improves with each layer of protection added. Coupling administrative and engineering controls with employee risk, will maximize prevention efforts for the campus.

Worker risk of occupational exposure to COVID-19 during a pandemic outbreak may vary from very high to high, medium, or lower (caution) risk. The level of risk depends in part on the industry type, need for contact within 6 feet of people known to be, or suspected of being, infected with COVID-19, or requirement for repeated or extended contact with persons known to be or suspected of being, infected with COVID-19. OSHA has divided job tasks into four risk exposure levels: very high, high, medium, and lower risk. The Occupational Risk Pyramid shows the four exposure risk levels in the shape of a pyramid to represent probable distribution of risk. Most workers will likely fall in the lower exposure risk (caution) or medium exposure risk levels.



### **Very High Exposure Risk (Red)**

Very high risk exposure jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures.

Workers in this category are **healthcare workers** (e.g., doctors, nurses, dentists, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g., intubation, cough induction procedures, bronchoscopies, some dental procedures and exams, or invasive specimen collection) on known or suspected COVID-19 patients. Healthcare or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients or morgue employees.

### **High Exposure Risk (Orange)**

High exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19.

Workers in this category include healthcare delivery and support staff (e.g., doctors, nurses, and other hospital staff who must enter patients' rooms) exposed to known or suspected COVID-19 patients; medical transport workers moving known or suspected COVID-19 patients in enclosed vehicles; and mortuary workers involved in preparing bodies of people known to have, or suspected of having, COVID-19 at the time of their death.

### **Medium Exposure Risk (Yellow)**

Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 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).

## **Lower Exposure Risk (Caution) (Blue)**

Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with (i.e., within 6 feet) the general public. Workers in this category have minimal occupational contact with the public and other coworkers.

## **Employee Exposure Risk Protection**

The “basic infection control practices”, as detailed on page 7 of this plan, **are applied to all on-campus job positions and duties at Peninsula College.**

Advanced infection control practices may be applied by job function; operational re-entry level; and/or government directive.

The following job assignments have been identified as having functions that may elevate exposure risk and may require additional personal protective equipment while performing specific tasks:

### Required to perform individual tasks that increase risk of exposure routinely

- Disabilities Services
- Custodial
- Health Professions Faculty and Staff
- Maintenance
- IT
- Safety and Security
  - First Aid is considered a high exposure risk therefore will be performed with an abundance of caution – often times giving direction from a 6 foot distance.
  - CPR is considered a very high exposure risk therefore an immediate call to 911 will be placed - seeking guidance from the 911 dispatcher.

### Perform work in areas with high volume of person-to-person interaction

- Bookstore (Cashier)
- Cashier
- Entry and Advising (Front Line)
- Financial Aid (Front Line)
- Helpdesk
- Registration & Student Life (Front Line)
- Library & Tutoring (Front Line)
- Childcare/education (Front Line)
  - Childcare guidelines fall under Washington State Health Department

If an employee feels that they are at increased risk but are not included above, they should contact Human Resources to evaluate needs to address their concerns.

In the event that an employee or student is more comfortable providing their own personal protective equipment for advanced infection control practices, the equipment must be approved by the Director for Safety and Security to ensure it meets ANSI (American National Standards Institute) requirements.

### Individual Elevated Risk: Non-work related

Some individuals may fall in to the high risk population as identified by the CDC. Employees who are considered high risk should communicate their concerns directly with their individual supervisor and / or human resources.

Per the CDC, those at high-risk for severe illness from COVID-19 are:

- People 65 years and older
- People who live in a nursing home or long-term care facility

People of all ages with underlying medical conditions, particularly if not well controlled, including:

- People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
  - o Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease

All privacy rules and regulations as per HIPAA (Health Insurance Portability and Accountability Act) are followed. Disclosure of personal health conditions are not required, but any staff medical accommodations may require confirmation from professional healthcare provider.

## Employee Prevention Education

- Employees should [take steps to protect themselves](#) at work and at home. Older people and people with serious chronic medical conditions are at [higher risk for complications](#).
- Stay home if you are sick, except to seek professional medical care. Learn [what to do if you are sick](#).
- Inform your supervisor if you have a sick family member at home with COVID-19. Learn [what to do if someone in your house is sick](#).
- Follow campus policies and procedures related to the pandemic outbreak and actively apply “**basic infection control practices**”
  - **Stay home if you are sick** or have signs and symptoms of illness. Daily self-assessment must be an honest assessment of personal health. If you think you are showing signs of illness, practice caution.
  - **Frequently and thoroughly wash hands for at least 20 seconds**. When soap and running water is not immediately available, use alcohol-based hand rubs containing at least 60% alcohol. Avoid touching your eyes, nose, and mouth with unwashed hands.
  - **Practice ‘respiratory etiquette,’** including cover coughs and sneezes. Learn more about [coughing and sneezing](#) etiquette.
  - **Routinely clean and sanitize** frequently touched surfaces. Don’t forget to include your keyboard, mouse and telephones. Learn more about sanitizing and disinfecting areas [here](#).
  - **Wear face covering**. Face Coverings must be worn at all times in the presence of one or more people while on campus. When working alone in an outdoor setting, in an office, building or classroom, or walking outdoors. It is encouraged that you keep your face covering on you at all times. <https://youtu.be/tPx1yqvJgf4>
- Avoid using other employees’ phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Practice social distancing by avoiding crowds, [large gatherings](#) and maintaining distance (approximately 6 feet) from others when possible.
- Encourage virtual meetings over face-to-face meetings.

## Smoking & Vaping during Phase 1

All smoking and vaping areas will remain closed during Phase 1 requirements. Because the college cannot ensure a social distancing plan within these small areas employees, students, and visitors must refrain from smoking on college property unless inside personal vehicles or off college owned or maintained roads or sidewalks.



# **Appendix: Program Specific Plans**

- **Appendix A: Site Safety Supervisor Flyer – to be posted at all program locations (Page 16)**
- **Appendix B: Automotive Plan (Pages 17-20)**
- **Appendix C: Welding Plan (Pages 21-23)**
- **Appendix D: Construction Technology Plan (Pages 24-30)**



PENINSULA  
COLLEGE

**Today's Site Safety Supervisor is:**

If you need assistance from the Site Safety Supervisor please call:|

## Appendix B

# Automotive Plan

## Peninsula College Automotive Shop Lab COVID-19 Procedures and Requirements for Spring Quarter 2020

*Automotive Instructional lab activities complying with the points below may resume only if those lab activities that do not require students or staff to be closer than six feet together. If a lab activity requires students or staff 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.*

*These lab conditions are situated in addition to any and all campus regulations that may be in place or emerge relative to parking lots, smoking areas, distancing and access to other buildings and areas on campus.*

*A designated COVID Supervisor will be making spot safety checks to assure compliance with safety regulations.*

### COVID-19 Safety Training

Prior to recommencing lab activities, all students gaining access to the labs will be instructed on the procedures covered in this document. This document will be uploaded in Canvas shells for all courses involving lab activity so the students are aware of the changes and protocols. Based on instructors' observations or concerns, an online weekly Zoom (or equivalent) shop procedures review meeting may take place with all students and staff prior to that week's face to face, on campus, lab instruction. This weekly training will be for review of the prior week and for new implementation of policy as the need arises. Attendance will be required for all participants.

All students will be given lab activities and assigned a space for work prior to entry. The individual work areas will be designed to maintain social distancing guidelines.

### Attendance

- Students will be told to bring everything they need for the time that they will be at the college. Extra clothing, food items, water/beverages, other personal items needed throughout the time in attendance
- The doors will be locked and the instructors, following social distance guidelines, will let in students during the first 10 minutes of scheduled lab times. The student will only be admitted into

the building once during their assigned class time. If the student leaves they will not be readmitted until their next scheduled lab time. Students must be in attendance at the start of lab.

- All students will be given lab activities and assigned a space for work prior to entry.
- Instructors will keep a log of all students entering or leaving the facility.
  - Student name
  - Email
  - Phone number
  - Time entering/leaving
  - Tasks being performed in lab
  - Health/Symptoms (see next item)

### **Employee Health/Symptoms**

- Students will not be admitted if they are feeling sick or when they have been in close contact with a confirmed positive case of COVID-19.
- All people entering buildings will be screened prior to the beginning of their lab by attesting their temperature, asking them if they have a fever, cough, shortness of breath, fatigue, muscle aches, diarrhea, or new loss of taste or smell. Anyone with a temperature of 100.4°F or higher is considered to have a fever and will be sent home and documented.
- Students will report to their instructor 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 lab, the student be immediately sent home. If symptoms develop while the student is not in lab is not working, the student will not be allowed on campus until they have been evaluated by a healthcare provider.
- **Students who have been sent home or who do not believe it is safe to be in the lab or on campus will be given online opportunities for learning and their grade will not be negatively impacted by their lack of attendance in lab activities.**

### **Social Distancing**

- Social distancing of at least 6 feet of separation must be maintained by every person on campus at all times.
- Gatherings of any size will be precluded by taking breaks and lunch in shifts. Any time two or more persons must meet, ensure minimum 6 feet of separation.
- “Choke points” and “high-risk areas” in the labs will be eliminated when discovered.
- Minimize interactions when picking up or delivering tools, equipment or materials, ensure minimum 6- foot separation. The entrance to the building and in the foyer as well as other identified choke point areas may be marked with social distancing floor markings. These areas will be used as designed by all people.
- Students will be given access to the classrooms for storing their personal items
  - Only one student at a time is allowed in the classroom at a time
  - The student will only be allowed in the classroom to place or retrieve personal items.
  - No school work, research, eating, etc. will be allowed in classroom
- The college will be providing personal protective equipment (PPE) such as gloves, goggles, face shields and face masks as appropriate, or required, for the activity being performed. 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 person.

[https://lni.wa.gov/agency/\\_docs/wacoronavirushazardconsiderationsemployers.pdf](https://lni.wa.gov/agency/_docs/wacoronavirushazardconsiderationsemployers.pdf)

- Students will be dismissed for the day if appropriate PPE is not worn .
- **Face coverings will be required at all times and locations on campus in and out of buildings including the parking lot when in the presence of one or more people.**  
<https://youtu.be/tPx1yqvJgf4>

### Sanitation and Cleanliness

- Soap and running water is abundantly provided for frequent handwashing.(guidance on hand washing is posted). Workers will 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.
- Students and staff will follow 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; covering the mouth and nose when coughing or sneezing as well as other hygienic recommendations by the U.S. Centers for Disease Control (CDC).
- Disinfectants are available to all students and staff at each lab.
- Frequently clean and disinfect high-touch surfaces, such as shared tools, machines, vehicles and other equipment, handrails, doorknobs, etc. Each technician is responsible for wipe down of all shared tools and equipment after use and before returning it to storage. Wipes for this purpose will be supplied.
- If a student or staff member reports feeling sick and goes home, the lab will be shut down and all attendees sent home. The closure will be reported to campus safety, the appropriate dean and the president of the college. Reopening lab for the next day or week will be at the discretion of the college administration and any decision will be communicated to students.

### Lab Visitors

- **Only currently enrolled students and instructional staff will be allowed in the automotive and welding building. *Absolutely no visitors- no exceptions.***
- **Instructors will handle all deliveries for parts or supplies.**
  - **Delivery drivers will not be allowed inside buildings.**
  - **Following social distancing recommendations, all deliveries will be no-contact.**

## Appendix C

# Welding Plan

## Peninsula College Welding Shop Lab COVID-19 Procedures and Requirements for Spring Quarter 2020.

**Welding instructional lab activities complying with the points below may resume only if those lab activities that do not require students or staff to be closer than six feet together. If a lab activity requires students or staff to be closer than six feet, it is considered high-risk and is not authorized unless proper PPE is worn. Adherence to the physical distancing requirement and the health and safety points below will be strictly enforced.**

These lab conditions are situated in addition to any and all campus regulations that may be in place or emerge relative to parking lots, smoking areas, distancing and access to other buildings and areas on campus.

### **COVID-19 Safety Training**

**Prior to recommencing lab activities, all students gaining access to the labs will be instructed on the procedures covered in this document. This document will be uploaded to Canvas for all courses involving welding lab activity, so the students are aware of the changes and protocols. Online attendance is mandatory for all students to review this document before welding activities commence in the welding lab.**

**Welding students will be assigned to their designated welding booths to maintain social distance. When students must quench/cool their welding joints, only one student at a time may be at the quenching station.**

**The instructors will oversee the students entering and leaving the welding lab for their classes. Additionally, a designated campus monitor will be making spot safety checks to assure compliance with safety regulations.**

### **Attendance**

- Students are required to bring everything that they need for the time(s) that they will be at the college; for example, extra clothing, food items, water/beverages, other personal items needed throughout the time in the welding lab.
- The instructors will let in students during the scheduled lab times. The students will only be admitted into the building once during their assigned lab time. If the student leaves the building

for any reason, they will not be readmitted until the following class day. Students must be in attendance at the start of their designated lab time.

- Instructors will keep a log/roster of all students entering or leaving the facility during their scheduled times.
  - Student name
  - Email
  - Phone number
  - Time entering/leaving
  - Tasks being performed in lab

### **Health/Symptoms**

- Students will not be admitted if they report that they are feeling sick or when they have been in close contact with a confirmed positive case of COVID-19.
- All people entering buildings will be screened prior to the beginning of their lab by attesting their temperature, asking them if they have a fever, cough, shortness of breath, fatigue, muscle aches, diarrhea, or new loss of taste or smell. Anyone with a temperature of 100.4°F or higher is considered to have a fever and will be sent home and documented.
- Students **will immediately** report to their instructor if they develop symptoms of COVID-19 (e.g., fever, cough, shortness of breath, fatigue, muscle aches, diarrhea or new loss of taste or smell). If symptoms develop during a lab, the student will be sent home immediately. If symptoms develop while the student is not in lab, the student must inform the instructor(s) via Canvas and therefore shall not be allowed on campus until they have been evaluated by a healthcare provider. Communications between student(s) and instructor(s) is of paramount importance during this period.
- **Any student who does not believe it is safe to be in the lab will be given extra or additional online opportunities for learning and their grade will not be negatively impacted by their lack of attendance in lab activities.**

### **Social Distancing**

- Social distancing of at least 6 feet of separation must always be maintained by every person in the welding lab.
- Any time two or more persons must meet, ensure a minimum 6 feet of separation.
- “Choke points” and “high-risk areas” in the labs will be eliminated when discovered. The entrance to the building and in the foyer may be marked with social distancing floor marks. These need to be observed.
- Minimize interactions when picking up or delivering tools, equipment or materials, ensure minimum 6-foot separation.
- Students will only be given access to the classrooms for storing their personal items
  - Only one student at a time is allowed in the classroom at a time.
  - The student will only be allowed in the classroom to place or retrieve personal items.
  - No schoolwork, research, eating, etc. will be allowed in classroom.

### **Personal Protective Equipment (PPE)**

- The college will provide any additional personal protective equipment (PPE), such as nitrile gloves, goggles, face shields and face masks as appropriate, or required, for any out of floor welding projects.

- In accordance with Washington Department of Health guidelines, or as required by Washington Department of Labor & Industries (L&I) safety rules, PPE will always be worn by everyone if they need to remove their welding respirator for any reason.

[https://lni.wa.gov/agency/\\_docs/wacoronavirushazardconsiderationemployers.pdf](https://lni.wa.gov/agency/_docs/wacoronavirushazardconsiderationemployers.pdf)

- **Students must supply their own welding respirators, replacement filters and other breathing protection aids.**
- **Students or staff will be dismissed for the day if appropriate PPE is not worn.**
- **Face coverings will be required at all times and locations on campus in and out of buildings including the parking lot when in the presence of one or more people.**

<https://youtu.be/tPx1yqvJgf4>

### **Sanitation and Cleanliness**

- Soap and running water are abundantly provided for frequent handwashing (guidance on hand washing is posted). Students and faculty are 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.
- Students and staff will follow required hygienic practices, including not to touch one's 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.; covering the mouth and nose when coughing or sneezing as well as other hygienic recommendations by the U.S. Centers for Disease Control (CDC).
- Frequent cleaning and disinfecting of high-touch surfaces, such as handrails, doorknobs, etc. will be maintained by custodial staff. Each technician is responsible for wipe down of all shared tools and equipment after use and before returning it to storage. Wipes will be supplied for this purpose.
- If a student or staff member reports feeling sick and goes home, the lab will be shut down and all attendees sent home. The closure will be reported to campus safety, the appropriate dean and the president of the college. Reopening lab for the next day or week will be at the discretion of the college administration and any decision will be communicated to students.
- **A sanitation station will be provided in the lobby for students entering or leaving the welding department before or after each class has ended.**
- **Automotive and Welding students are instructed to only use their own restrooms in Building Q.**

### **Lab Visitors**

- **Only currently enrolled students and instructional staff will be allowed in the welding lab. Absolutely no visitors are allowed - no exceptions.**
- **Instructors will handle all deliveries for parts or supplies.**
  - **Delivery drivers will not be allowed inside buildings.**
  - **Following social distancing recommendations, all deliveries will be no-contact**



## 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](mailto: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>.