

# MANAGING COVID-19 ON SITE

## A BEST PRACTICE OVERVIEW FOR DOMESTIC BUILDERS

In line with industry guidelines and the current health and safety obligations of employers and workers we have created a summary of best practices for domestic builders to ensure that our industry can remain open and safe for all workers

### 1. ADHERE TO THE SOCIAL DISTANCING REQUIREMENTS

- Maintain physical distancing of 1.5 metres between workers
- Where not possible, limit the amount of time workers are in close proximity and use PPE equipment such as gloves and face masks if close proximity cannot be avoided
- Apply the 1 person per 4 square metre rule for work indoors or in enclosed spaces
- Maintain the 1 person per 4 square metre rule in site amenities, allocate specific areas to each worker to eat at every day, have alternate breaks or breaks outside if possible
- Stagger start and finish times and reduce trades working in one area at any time
- Maintain physical distancing rules when travelling, to and from work, ensuring that there is only the driver and 1 passenger, suitably distanced, for single cab vehicles and the driver, 1 passenger in the front and 1 passenger in the back, suitably distanced, for dual cab vehicles
- Ensure that a safe system for reducing risk of transmission is established for personnel hoists and lifts
- Limit crowding and encourage use of stairs wherever possible

### 2. SCREENING WORKERS COMING TO SITE

- Enforce the 14-day quarantine/self-isolation rules for anyone who returns from overseas travel
- Ensure anyone with flu like symptoms does not attend work until they are cleared by a medical practitioner
- Enforce the 14-day self-isolation rules for anyone who has had close contact with someone who has been diagnosed with COVID-19
- Screen workers and visitors before they enter the site to check they have not been diagnosed with COVID-19 or been in close contact with anyone with COVID-19

### 3. PROMOTE EFFECTIVE HYGIENE PRACTICES AMONGST WORKERS

- Washing of hands regularly for 20 seconds
- Use of hand sanitiser where washing of hands is not possible
- Etiquette of sneezing or coughing into your arm or tissues
- Use of bins for used tissues and cigarettes
- Practice of not touching your eyes, nose or mouth

### 4. PROVIDE A SAFE, CLEAN AND HEALTHY SITE

- Avoid the use of shared tools where possible and clean tools regularly
- Provide hand washing facilities with soap and/or hand sanitiser
- Implement twice daily cleaning to 'frequently touched surfaces' such as door handles, fridges, taps, microwave handles, etc
- Provide rubbish bins for tissues and discarded PPE equipment that are regularly removed off-site
- Increase frequency of industrial grade cleaning/decontamination on sites, particularly in common areas
- Provide PPE, such as gloves and face masks
- Regularly clean vehicles to ensure adequate hygiene and protection

### 5. KEEP COMMUNICATION REGULAR, OPEN AND UP-TO-DATE

- Regularly meet with workers to reinforce the steps to stop the spread of COVID-19
- Display posters with relevant information in prominent locations onsite
- Display signs regarding requirement for visitor screening before entering the site
- Stress the importance of self-reporting to minimise the spread of risk
- Conduct site inductions with any new starters to educate them on the controls in place

### 6. STEPS TO TAKE IF A WORKER IS DIAGNOSED WITH COVID-19 OR EXPERIENCING SYMPTOMS

- Any workers with flu like symptoms must leave work immediately, call the COVID-19 hotline, seek medical assistance and not attend work until medically cleared to return
- Where the worker is diagnosed with COVID-19 and has been at work or onsite while infectious, DHHS will contact the employer and advise the actions that will be required, including any actions to minimise the risk of transmission, such as partial or complete closure of the site for decontamination and cleaning
- The employer must immediately implement an appropriate cleaning and disinfection regime
- The employer must immediately implement a process to trace any other workers or contractors who have come into close contact with the affected individual
- Other workers are to be notified ensuring that private information is not disclosed without the required consent
- Anyone who had close contact with that affected individual must also self-isolate at home for 14 days

#### CONSTRUCTION SITE DETAILS

Company name: .....	Company Details: .....
Site Supervisor: .....	No. ....
OHS Manager: .....	No. ....
Site Address: .....	Membership Number: .....