

## TOWN OF ARLINGTON COVID-19 Safety Guidelines for Construction and Public Works Site

## **Table of Contents**

- 1. Town of Arlington COVID-19 Safety Guidelines & Worker Requirements
- 2. COVID-19 Guidelines and Procedures for All Construction Sites and Workers at All Public Works Sites
  - COVID-19 Employee Health, protection, guidance and prevention
  - Massachusetts COVID-19 Enforcement Procedures Final
  - Supplemental Guidelines; Addendum 1; Limiting Exposures and Worker Infection Protocol COVID-19 Employee Health, protection, guidance and prevention
  - COVID-19 Order No.13 Governor's Enabling Declaration
  - COVID-19 Essential Services Exhibit A
  - Appendices & Reference Information
    - Corona Virus Handwashing Guide
    - When and How to Wash your Hands
    - o Social Distancing on Construction Sites
    - o Cleaning and Disinfection Guide
    - o Protecting Workers during a Pandemic
    - List of Disinfectants



# TOWN OF ARLINGTON Department of Public Works 51 Grove Street Arlington, Massachusetts 02476 Office(781) 316-3320 Fax (781) 316-3281

## **COVID-19 Safety Guidelines and Worker Requirements**

All Town workers, including contactors working on behalf of the Town shall adhere to the COVID-19 Construction Safety Guidance prepared by the State of Massachusetts and available at:

https://www.mass.gov/info-details/covid-19-employee-health-protection-guidance-and-prevention

These guidelines shall be presented to all employees and workers. All workers and supervisors are expected to read these guidelines prior to mobilizing and commencement of construction operations in the Town of Arlington.

The following is a summary of the requirements:

- 1. Employee Health Protection ZERO Tolerance
  - a. If you are sick, stay home!
  - b. If you feel sick, Go Home!
  - c. If you see someone sick, Send them Home
  - \* See guidelines for details and additional information
- 2. Self-certify prior to shift
  - a. Each employee shall report to their Supervisor that they are not sick and conform to the criteria required in the guidelines. Each Supervisor shall report to the authorized Town Representative for their project that all workers have self-certified positively.
    - \* See guidelines for details and additional information
- 3. General On-the-Job Guidance to Prevent Exposure & Limit the Transmission of the Virus
  - a. All workers shall adhere to proper social distancing requirements
  - b. Follow specified hand washing and sanitizing practices.
  - c. Each work crew shall have a cleaning and decontamination procedure available in each vehicle.
  - d. Each crew shall have a laminated COVID-19 safety guidelines and hygiene instructions sheet.
  - \* See guidelines for details and additional information
- 4. Work Site Risk Prevention Practices
  - a. At the start of each shift Supervisors shall confirm that all employees are healthy and report by text message to the authorized Town Representative the results of the self certification.
  - b. All workers shall wear cut resistant gloves
  - c. Use of eye protection is recommended
  - d. In work conditions where required social distancing is impossible to achieve affected employees shall be supplied PPE including as appropriate a standard face mask, gloves, and eye protection.
  - e. All employees shall drive to work site/parking area in a single occupant vehicle
  - f. Maintain separation distance of 6' where/when possible
  - g. Clean high contact surface a minimum of twice a day
- 5. Wash Stations
  - a. All site-specific projects with outside construction sites without ready access to an indoor bathroom Must install wash stations and soap, hand sanitizer, paper towels and a trash receptacle
- 6. A COVID-19 Officer shall be designated for each work site and submit a written daily report certifying that all workers were in compliance with guidelines.



## Commonwealth of Massachusetts

## COVID-19 Guidelines and Procedures for All Construction Sites and Workers at All Public Works Sites

## "COVID-19 Construction Safety Guidance"

- COVID-19 Employee Health, protection, guidance and prevention
- Supplemental Guidelines for Construction Sites
- Enforcement of the COVID-19 Safety Guidelines and Procedures for Construction Sites

## **Commonwealth of Massachusetts**

# COVID-19 Employee Health, Protection, Guidance and Prevention

- 1. Employee Health Protection ZERO Tolerance
- 2. Self -certify prior to shift
- 3. General On-the-Job Guidance to Prevent Exposure & limit the Transmission of the Virus
- 4. Work Site Risk Prevention Practices
- 5. Wash Stations
- 6. Contact
- 7. Related

#### **EMERGENCY ALERTS**

## Coronavirus Update

Stay informed about coronavirus - COVID-19. Learn more. Apr. 1st, 2020, 9:00 am Read more

HIDE ALERTS



# COVID-19 Employee Health, protection, guidance and prevention

The following applies to both State employees and contracted staff working on behalf of the State.

These Guidelines and Procedures MUST be implemented at all times on all construction sites. All construction sites MUST conduct a Safety Stand Down day to disseminate these Guidelines to all employees and workers.

TABLE OF CONTENTS

## **Employee Health Protection - ZERO Tolerance**

(#employee-health-protection---zero-tolerance-)

**Self-certify prior to shift** (#self-certify-prior-to-shift-)

General On-the-Job Guidance to Prevent Exposure & Limit the Transmission of the Virus

(#general-on-the-job-guidance-to-prevent-exposure-&-limit-the-transmission-of-the-virus-)

Work Site Risk Prevention Practices (#work-site-risk-prevention-practices-)

Wash Stations (#wash-stations-)

Contact (#contact)

Related (#related-)

()

## **Employee Health Protection - ZERO Tolerance**

ZERO TOLERANCE FOR SICK WORKERS REPORTING TO WORK. IF YOU ARE SICK, STAY HOME! IF YOU FEEL SICK, GO HOME! IF YOU SEE SOMEONE SICK, SEND THEM HOME!

If you are exhibiting any of the symptoms below, you are to report this to your supervisor (via phone, text or email) right away, and head home from the job site or stay home if already there.

If you notice a co-worker showing signs or complaining about such symptoms, he or she should be directed to their supervisor (via phone, text or email) and asked to leave the project site immediately.

## **COVID-19 Typical Symptoms:**

- Fever
- Cough
- Shortness of Breath
- Sore Throat

## Self-certify prior to shift

Prior to starting a shift, each employee will self-certify to their supervisor that they:

- Have no signs of a fever or a measured temperature above 100.3 degrees or greater, a cough or trouble breathing within the past 24 hours.
- Have not had "close contact" with an individual diagnosed with COVID-19. "Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for about 15 minutes, or coming in direct contact with secretions (e.g., sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person was symptomatic.
- Have not been asked to self-isolate or quarantine by their doctor or a local public health official.

Workers that are working in a confined space or inside a closed building envelope will have to be temperature screened by a Medical Professional or Trained Individual provided that such screening is out of public view to respect privacy and results are kept private.

Employees exhibiting symptoms or unable to self-certify should be directed to leave the work site and seek medical attention and applicable testing by their health care provider. They are not to return to the work site until cleared by a medical professional.

# General On-the-Job Guidance to Prevent Exposure & Limit the Transmission of the Virus

- No handshaking
- Wash hands often with soap for at least 20 seconds or use an alcohol-based hand sanitizer with at least 60% ethanol or 70% isopropanol
- Contractor and State Agency Field Offices are locked down to all but authorized personnel
- Each jobsite should develop cleaning and decontamination procedures that are
  posted and shared. These Procedures must cover all areas including trailers, gates,
  equipment, vehicles, etc. and shall be posted at all entry points to the sites, and
  throughout the project site.

- A "No Congregation" policy is in effect, individuals must implement social distancing by maintaining a minimum distance of 6-feet from other individuals
- Avoid face to face meetings critical situations requiring in-person discussion must follow social distancing
- Conduct all meetings via conference calls, if possible. Do not convene meetings of more than 10 people. Recommend use of cell phones, texting, web meeting sites and conference calls for project discussion
- All individual work crew meetings/tailgate talks should be held outside and follow social distancing
- Please keep all crews a minimum of 6' apart at all times to eliminate the potential of cross contamination
- At each job briefing/tool box talk, employees are asked if they are experiencing any symptoms, and are sent home if they are
- Each jobsite should have laminated COVID-19 safety guidelines and handwashing instructions
- All restroom facilities/porta-potties should be cleaned and handwashing stations must be provided with soap, hand sanitizer and paper towels
- All surfaces should be regularly cleaned, including surfaces, door handles, laptops, etc.
- All common areas and meeting areas are to be regularly cleaned and disinfected at least once a day but preferably twice a day
- Be sure to use your own water bottle, and do not share
- To avoid external contamination, we recommend everyone bring food from home
- Please maintain Social Distancing separation during breaks and lunch.
- Cover coughing or sneezing with a tissue, then throw the tissue in the trash and wash hands, if no tissue is available then cough into your elbow
- Avoid touching eyes, nose, and mouth with your hands
- To avoid sharing germs, please clean up after Yourself. DO NOT make others responsible for moving, unpacking and packing up your personal belongings

• If you or a family member is feeling ill, stay home!

## Work Site Risk Prevention Practices

- At the start of each shift, confirm with all employees that they are healthy.
- We will have a 100% glove policy from today going forward. All construction workers will be required to wear cut-resistant gloves or the equivalent.
- Use of eye protection (safety goggles/face shields) is recommended
- In work conditions where required social distancing is impossible to achieve affected employees shall be supplied PPE including as appropriate a standard face mask, gloves, and eye protection.
- All employees shall drive to work site/parking area in a single occupant vehicle.
   Contractors / State staff shall not ride together in the same vehicle
- When entering a machine or vehicle which you are not sure you were the last person to enter, make sure that you wipe down the interior and door handles with disinfectant prior to entry
- In instances where it is possible, workers should maintain separation of 6' from each other per CDC guidelines.
- Multi person activities will be limited where feasible (two person lifting activities)
- Large gathering places on the site such as shacks and break areas will be eliminated and instead small break areas will be used with seating limited to ensure social distancing.
- Contact the cleaning person for your office trailer or office space and ensure they have proper COVID- 19 sanitation processes. Increase their cleaning visits to daily
- Clean all high contact surfaces a minimum of twice a day in order to minimize the spread of germs in areas that people touch frequently. This includes but is not limited to desks, laptops and vehicles

## **Wash Stations**

All site-specific projects with outside construction sites without ready access to an indoor bathroom MUST install Wash Stations.

- Install hand wash stations with hot water, if possible, and soap at fire hydrants or other water sources to be used for frequent handwashing for all onsite employees
- All onsite workers must help to maintain and keep stations clean
- If a worker notices soap or towels are running low or out, immediately notify supervisors
- Garbage barrels will be placed next to the hand wash station for disposal of tissues/towels

Do all you can to maintain your good health by: getting adequate sleep; eating a balanced, healthy diet, avoid alcohol; and consume plenty of fluids.

Please Note: This document is not intended to replace any formalized procedures currently in place with the General Contractor.

Where these guidance does not meet or exceed the standards put forth by the General Contractor, everyone shall abide by the most stringent procedure available.

A site-specific COVID-19 Officer (who may also be the Health and Safety Officer) shall be designated for every site.

The approved project Health and Safety Plan (HASP) shall be modified to require that the Contractor's sitespecific project COVID-19 Officer submit a written daily report to the Owner's Representative. The COVID-19 Officer shall certify that the contractor and all subcontractors are in full compliance with these guidelines.

Any issue of non-compliance with these guidelines shall be a basis for the suspension of work. The contractor will be required to submit a corrective action plan detailing each issue of non-conformance and a plan to rectify the issue(s). The contractor will not be allowed to resume work until the plan is approved by the Owner. Any additional issues of non-

conformance may be subject to action against the contractor's prequalification and certification status.













## **Contact**

## **COVIDMA Text Alerts**

## Phone

To get up-to-date alerts, text COVIDMA to 888-777 (tel:+1888777)

Get the latest info about the Coronavirus in Massachusetts sent right to your phone

## Massachusetts 2-1-1

## Phone

## Informational and referral hotline 211 (tel:+1211)

24 hours a day, 7 days a week. All calls are free and confidential. Interpreter services are available in multiple languages.

## **Online**

Live chat

Massachusetts 2-1-1 website (https://mass211.org/)

## **Massachusetts Department of Transportation**

## Phone

For all departments (857) 368-4636 (tel:+18573684636)

This line is open 9 a.m. - 5 p.m., M-F

**Toll Free** (877) 623-6846 (tel:+18776236846)

This line is open 9 a.m. - 5 p.m., M-F

TTY (857) 368-0655 (tel:+18573680655)

For those who need accessible services

## Online

Contact MassDOT - Report Issues (/forms/contact-massdot)

**Ask the RMV** (/info-details/ask-the-rmv)

MassRelay Telephone Service (/massrelay)

**Developer Resources** (/massdot-developers-data-sources)

Sign up for news & project updates

(https://public.govdelivery.com/accounts/MADOT/subscriber/new)

## **Address**

10 Park Plaza

**Suite 4160** 

Boston, MA 02116

## directions

(https://maps.google.com/?q=10+Park+Plaza%2C+Suite+4160%2C+Boston%2C+MA+02116)

## Highway Division - MassDOT

Phone
<b>All departments</b> (857) 368-4636 (tel:+18573684636)
Highway Call Center (857) 368-3500 (tel:+18573683500) Information or issues related to highway operations, M-F 8am -5pm excluding holidays
Online
Find your Highway District Office
(https://www.mass.gov/service-details/find-your-highway-district-office)
Contact MassDOT (/forms/contact-massdot)
Andrean
Address
Jonathan Gulliver - Highway Administrator
10 Park Plaza
Boston, MA 02116
directions (https://maps.google.com/?q=10+Park+Plaza%2C+Boston%2C+MA+02116)
RELATED
COVID-19 Prevention and Treatment (/info-details/covid-19-prevention-and-treatment)
Information on the Outbreak of Coronavirus Disease 2019 (COVID-19)
(/resource/information-on-the-outbreak-of-coronavirus-disease-2019-covid-19)
Did you find what you were looking for on this webpage?
○ Yes ○ No

## **Commonwealth of Massachusetts**

## **Supplemental Guidelines for Construction Sites**

**ADDENDUM 1 Limiting Exposures and Worker Infection Protocol COVID-19 Employee Health, protection, guidance and prevention** 

# Supplemental Guidelines for Construction Sites ADDENDUM 1 Limiting Exposures and Worker Infection Protocol COVID-19 Employee Health, protection, guidance and prevention

## **Limiting Exposures**

Workers should follow the General On-the-Job Guidance to Prevent Exposure & Limit the Transmission of the Virus of the COVID-19 Employee Health, protection, guidance and prevention guide.

In addition, Contractors should advise workers of best practice to limit exposures off the construction site.

When leaving a construction site for breaks, lunch, or other reasons are required to wash hands with soap for at least 20 seconds or use an alcohol-based hand sanitizer with at least 60% ethanol or 70% isopropanol before leaving the site and must maintain social distancing if traveling to other locations off the construction site. Frequent use of handwashing or alcohol-based hand sanitizers should be encouraged and handwashing facilities and/or alcohol-based hand sanitizers should be made readily available at work sites.

## **Worker Infection Protocol**

As provided in the guidance document, there is a zero tolerance for sick workers reporting to work. Employees should be instructed that even those with mild symptoms of respiratory infection (cough, shortness of breath, sore throat) or fever should stay off work. Contractors shall take immediate steps to limit infections at the job site in the event that a worker discovered to have tested positive for COVID-19 or has COVID-19 related symptoms.

Although it is understood that contractors are enforcing Work Site Risk Prevention Practices including social distancing rules and use of PPE, consistent with guidelines it is also recognized that there may be occasions where someone who has tested positive for COVID-19 or who has COVID-19 symptoms has been present in a work area..

Prompt identification and isolation of potentially infectious individuals is a critical step in protecting workers, vendors, visitors, and others at a worksite.

#### **IDENTIFICATION OF EXPOSURE**

The Contractor shall direct workers with COVID-19 related symptoms to leave the jobsite immediately and contact their healthcare provider. The Massachusetts Department of Health (DPH) or a local board of health will make appropriate notifications to those who had direct prolonged contact with the COVID-19 positive workers.

The Contractor shall work with the local board of health to identify any potential jobsite exposures, including:

- Other workers , vendors, inspectors, or visitors to the work site with close contact to the individual
- Work areas such as supply cabinets and designated work stations or rooms
- Work tools and equipment
- Common areas such as break rooms and tables, vending machines, and sanitary facilities

## NOTIFICATION AND QUARANTINE REQUIREMENTS

As provided by law, the identity of the worker must be kept confidential.

Upon learning of an infection, the contractor must immediately notify the designated COVID-19 safety officer, the site safety officer, and the owner.

## **SANITIZATION REQUIREMENTS**

Contractor shall take immediate steps to sanitize common areas and direct work places. This includes all on-site bathrooms facilities, any break facilities, and any other common areas on the job site that may have been in close contact with the infected worker.

Sanitation will be conducted with personnel, equipment, and material approved for COVID-19 sanitization.

Identified areas should remain isolated from workers until sanitation process has been completed and area is deemed safe for use.

#### **RETURNING TO WORK**

All impacted workers should follow CDC and DPH recommended steps concerning return to work. Workers who are considered close contacts to a COVID19 case by public health authorities should not return for 14 days and are subject quarantine by public health.

Workers who leave during the work day due to COVID-19 symptoms and develop COVID-19 as confirmed by laboratory testing or diagnosis by a healthcare provider shall not return to the site until either released from isolation by healthcare provider or public health.

## **IN ALL CASES**

Keep all employee names confidential as required by law.

Other employees may be sent home while a workspace is being cleaned but will return to work after cleaning unless advised otherwise by a health care provider. Other employees should be asked to contact their health provider if they have any questions Remind other employees to continue to practice proper sanitation and monitor for flu like symptoms.

# Enforcement of the COVID-19 Safety Guidelines And Procedures for Construction Sites

## Enforcement of the COVID-19 Safety Guidelines and Procedures for Construction Sites

COVID-19 Order No. 13, as revised and extended on March 31, 2020, requires the Massachusetts Department of Transportation and the Division of Capital Asset Management and Maintenance to "issue guidance and enforcement procedures for the safe operation of public works construction sites." The safety guidance is attached as "COVID-19 Guidelines and Procedures for All Construction Sites and Workers at All Public Works Sites" (hereinafter, the COVID-19 Construction Safety Guidance) and is posted online and may be revised from time to time. This document contains the required enforcement procedures, which shall be followed by all state agencies and authorities who undertake, manage or fund construction projects and may be used by each city or town for ensuring the safety of both publicly- and privately-owned construction projects.

- All Projects: Construction sites that cannot consistently comply with the COVID-19 Construction Safety Guidance, including ensuring that social distancing and safety requirements are being followed, must:
  - Safely secure the site and pause construction activities until a corrective action plan is prepared, submitted and approved by both the Owner and the city or town; or
  - Close down the site for the duration of the State of Emergency if repeatedly found by
    either the Owner's COVID-19 Officer or a state or local inspector (including a third-party
    private inspector accountable to a city or town) to be in violation of the social distancing
    and safety requirements.
- A city or town may additionally require the Owner to develop and submit a site-specific risk
  analysis and enhanced COVID-19 safety plan. The city or town shall review and approve such
  plan and may require such projects to pause construction until such a risk analysis and plan is
  submitted and approved. Once such an enhanced COVID-19 safety plan is approved, a violation
  of the plan shall be treated the same as a violation of the COVID-19 Construction Safety
  Guidance.
- A site-specific COVID-19 Officer (who may also be the Health and Safety Officer) shall be designated for every site.
- The approved project Health and Safety Plan (HASP) shall be modified to require that the
  Contractor's site-specific project COVID-19 Officer submit a written daily report to the Owner's
  Representative. The COVID-19 Officer shall certify that the contractor and all subcontractors are
  in full compliance with the COVID-19 Construction Safety Guidance.
- <u>Public Projects:</u> For all projects undertaken, managed or funded by a state agency or authority there shall be joint enforcement responsibility between the project's public Owner and the city or town where the project is located.
  - The Owner of the project has the lead responsibility for compliance and enforcement
    including frequent on-site inspections by an employee or contractor of the state agency
    or authority who is familiar with the COVID-19 Construction Safety Guidance and is
    authorized to enforce that guidance and shut down work at the site if violations are
    found.
  - The Owner of the project is required to notify the municipality where the work is taking place whenever a site is shut down or of any violations of the COVID-19 Construction

- Safety Guidance and the resulting corrective action plan, as well as to provide copies of the COVID-19 Officer's written daily reports upon request.
- While the public Owner has the lead responsibility for enforcement, cities and towns
  retain the authority to take enforcement action against public projects found not in
  compliance with theCOVID-19 Construction Safety Guidance, including the authority to
  order the project to shut down until a corrective action plan is developed, approved and
  implemented.
- <u>Private Projects:</u> For all private projects the primary enforcement responsibility rests with the city or town, with the Massachusetts Department of Transportation and other state agencies providing technical assistance and resource support.
  - Cities and towns are authorized to enforce the COVID-19 Construction Safety Guidance using their public health staff, building inspectors or any other appropriate official or contractor.
  - Cities and towns may enforce the safety and distance protocols including requiring the Owner and/or Contractor to safely secure the site and pause construction activities until a corrective action plan is prepared, submitted and approved by the city or town.
  - The city or town may require the Owner of a private project to pay for an independent, third party inspector or inspection firm (or to pay into a pool to pay for such inspections). The third party inspector shall be accountable solely to the city or town and shall be responsible for enforcement on behalf of the city or town. A city or town may require private projects to pause construction until such a third-party inspector has been secured.

Any questions about these enforcement procedures or the accompanying Guidance can be directed to:

For MassDOT, Michael McGrath, Assistant Administrator for Construction Engineering, <a href="mailto:michael.a.mcgrath@state.ma.us">michael.a.mcgrath@state.ma.us</a>
For DCAMM, Jay Mitchell, Deputy Commissioner, <a href="mailto:Jayson.mitchell@mass.gov">Jayson.mitchell@mass.gov</a>



# Commonwealth of Massachusetts COVID-19 Order No.13

## OFFICE OF THE GOVERNOR

## COMMONWEALTH OF MASSACHUSETTS

State House • Boston, MA 02133 (617) 725-4000

CHARLES D. BAKER GOVERNOR

KARYN E. POLITO LIEUTENANT GOVERNOR

## ORDER ASSURING CONTINUED OPERATION OF ESSENTIAL SERVICES IN THE COMMONWEALTH, CLOSING CERTAIN WORKPLACES, AND PROHIBITING GATHERINGS OF MORE THAN 10 PEOPLE

## COVID-19 Order No. 13

WHEREAS, on March 10, 2020, I, Charles D. Baker, Governor of the Commonwealth of Massachusetts, acting pursuant to the powers provided by Chapter 639 of the Acts of 1950 and Section 2A of Chapter 17 of the General Laws, declared that there now exists in the Commonwealth of Massachusetts a state of emergency due to the outbreak of the 2019 novel Coronavirus ("COVID-19");

**WHEREAS**, on March 11, 2020, the COVID-19 outbreak was characterized as a pandemic by the World Health Organization;

WHEREAS, the number of presumptive positive and confirmed cases of COVID-19 continues to rise exponentially in the Commonwealth. As of March 22, 2020, the Department of Public Health had reported 646 cases of COVID-19, including 5 deaths, with 13 of the 14 counties in the Commonwealth impacted;

WHEREAS, the Department of Public Health is urging all residents of the Commonwealth to limit activities outside of the home and to practice social distancing at all times, both inside and outside of the home to limit the spread of this highly contagious and potentially deadly virus;

WHEREAS, on March 19, 2020, the Federal Cybersecurity and Infrastructure Security Agency issued guidance to assist States that identifies 14 critical infrastructure sectors whose workers provide services and functions that are essential to maintain in order to support a strong response to the COVID-19 pandemic;

WHEREAS, as Governor, I have identified additional services and functions that likewise are essential to promote the public health and welfare of the Commonwealth, and

therefore it is imperative to ensure that workers providing critical services and functions in these State and Federally designated sectors may continue to work to ensure community resilience and continuity of response efforts; and

WHEREAS, sections 7, 8, and 8A of Chapter 639 of the Acts of 1950 authorize the Governor, during the effective period of a declared emergency, to exercise any and all authority over persons and property necessary or expedient for meeting a state of emergency, including but not limited to authority over public assemblages in order to protect the health and safety of persons, regulating the sale of articles of food and household articles, and policing, protection, and preservation of public and private property;

**NOW, THEREFORE,** in order to minimize all unnecessary activities outside of the home during the state of emergency, I hereby order the following:

## 1. Maintaining Operation of COVID-19 Essential Services and Workforces

The production and service sectors identified in <u>Exhibit A</u> are hereby designated as "COVID-19 Essential Services." The workforces engaged and working in these production and service sectors are hereby designated as "COVID-19 Essential Workforces." I shall amend and publish updates to <u>Exhibit A</u> as I determine necessary in response to conditions as they develop.

Businesses and other organizations that provide the services and functions identified as COVID-19 Essential Services in Exhibit A are urged to continue operations during the state of emergency, but to do so with allowance for social distancing protocols consistent with guidance provided by the Department of Public Health.

Restaurants, bars, and other retail establishments that sell food and beverage products to the public provide COVID-19 Essential Services and are designated as such in <u>Exhibit A</u>. These establishments are therefore encouraged to continue to offer food and beverages for take-out and by delivery provided that they follow the social distancing protocols set forth in Department of Public Health guidance. Restaurants, bars, or other establishments that offer food or beverages to the public shall not permit on-premises consumption of food or beverages.

## 2. <u>Temporary Closing of Other Businesses and Organizations</u>

All businesses and other organizations that do not provide COVID-19 Essential Services shall close their physical workplaces and facilities ("brick-and-mortar premises") to workers, customers, and the public as of 12:00 noon on March 24, 2020 and shall not re-open to workers, customers, or the public before 12:00 noon on April 7, 2020. Churches, temples, mosques, and other places of worship shall not be required to close their brick and mortar premises to workers or the public; provided, however, that such institutions shall be required to comply with all limitations on gatherings established in section 3 below.

Businesses and other organizations that do not provide COVID-19 Essential Services are encouraged to continue operations where they are able to operate through remote means that do not require workers, customers, or the public to enter or appear at the brick-and-mortar premises closed by this Order.

## 3. <u>Limitations on Gatherings</u>

Gatherings of more than 10 people are prohibited throughout the Commonwealth. Gatherings subject to this Order include, without limitation, community, civic, public, leisure, faith-based, or sporting events, concerts, conferences, conventions, fundraisers, parades, fairs, festivals, weddings, funerals, and any similar event or activity that brings together more than 10 persons in any confined indoor or outdoor space. This limitation shall not apply to the operations or activities of any business or organization in its provision or delivery of COVID-19 Essential Services.

This Order does not prohibit gatherings of more than 10 people in an unenclosed, outdoor space such as a park, athletic field, or parking lot.

Athletic and recreational activities that bring participants into close, physical contact are prohibited even when involving 10 or fewer people and regardless of where conducted.

## 4. Exceptions

- (a) This Order shall not apply to any municipal legislative body or to the General Court or to the Judiciary.
- (b) This Order shall not apply to residential schools for special needs students. This Order also does not apply to public and private elementary and secondary (K-12) schools in the Commonwealth, which are subject to the March 15, 2020 Order Temporarily Closing All Public and Private Elementary and Secondary Schools, as may be subsequently amended, which suspended all normal, in-person instruction.
- (c) This Order does not apply to the operation of child care programs in the Commonwealth, which are subject to the March 18, 2020 Order Temporarily Closing All Child Care Programs and Authorizing the Temporary Creation and Operation of Emergency Child Care Programs, as may be subsequently amended.

## 5. <u>Implementing Guidance and Enforcement</u>

The Commissioner of Public Health is directed to issue guidance ("DPH Guidance"), subject to my approval, to implement the terms of this Order. The DPH Guidance shall include a requirement that grocery stores and other retailers with substantial retail grocery sales establish special limited access hours during which elderly and other vulnerable populations may have exclusive access to make grocery purchases.

The Department of Public Health, along with any board of health or authorized agent pursuant to G. L. c. 111, § 30, shall enforce this Order and if necessary may do so with the assistance of State or municipal police. Violation of the terms of this Order or the DPH Guidance may result in a criminal penalty pursuant to Section 8 of Chapter 639 of the Acts of 1950 or a civil fine of up to \$300 per violation, in the manner provided for non-criminal disposition of violations of municipal by-law, ordinance, rule, or regulation pursuant to G. L. c. 40, § 21D. A criminal complaint for violation of or a motion for an injunction to enforce this Order or the DPH Guidance shall be filed in the district court with jurisdiction for the municipality in which the violation has been charged.

In addition, I hereby direct the Commissioner of Public Health to act under the authority of G. L. c. 17, § 2A and G. L. c. 111, § 6 or any other appropriate authority to supplement the terms of this Order in the event she determines additional measures are required to ensure that the terms of this Order are observed.

This Order supersedes and makes inoperative any order or rule issued by a municipality that will or might in any way impede or interfere with the achievement of the objectives of this Order. With respect to work and travel in particular, any order or rule issued by a municipality is hereby made inoperative to the extent: (1) such municipal order or rule will or might interfere with provisions of this Order ensuring the continued operation of COVID-19 Essential Services; or (2) such municipal order or rule will or might interfere with the free travel anywhere within the Commonwealth of any person who is a member of any COVID-19 Essential Workforce where such travel is made in connection with the ongoing operation of COVID-19 Essential Services.

This Order rescinds and revokes the Order Prohibiting Gatherings of More than 25 People and On-Premises Consumption of Food or Drink, issued March 15, 2020.

If any provision of this Order or the application thereof to any person or entity or circumstance is determined to be invalid by a court of competent jurisdiction, such judgment shall not affect or impair the validity of the other provisions of this Order or the application thereof to other persons, entities, and circumstances.

This Order shall be effective at 12:00 noon March 24, 2020 and shall remain in effect through 12:00 noon on April 7, 2020 unless further extended.

Given in Boston at <u>**9**: X</u> AM this 23rd day of March, two thousand and twenty

CHARLES D. BAKER

**GOVERNOR** 

Commonwealth of Massachusetts

## **COVID-19 ESSENTIAL SERVICES**

EXHIBIT A OF THE ORDER OF THE GOVERNOR ASSURING CONTINUED OPERATION OF ESSENTIAL SERVICES IN THE COMMONWEALTH, CLOSING CERTAIN WORKPLACES AND PROHIBITING GATHERINGS OF MORE THAN 10 PEOPLE

March 23, 2020

#### **COVID-19 ESSENTIAL SERVICES**

## EXHIBIT A OF THE ORDER OF THE GOVERNOR ASSURING CONTINUED OPERATION OF ESSENTIAL SERVICES IN THE COMMONWEALTH, CLOSING CERTAIN WORKPLACES AND PROHIBITING GATHERINGS OF MORE THAN 10 PEOPLE

## March 23, 2020

Governor Charlie Baker issued an emergency order requiring all businesses and organizations that do not provide "COVID-19 Essential Services" to close their physical workplaces and facilities to workers, customers and the public as of Tuesday, March 24<sup>th</sup> at noon until Tuesday, April 7<sup>th</sup> at noon. These businesses are encouraged to continue operations remotely.

The Baker-Polito Administration issued a list of designated businesses and other organizations that provide essential services and workforces related to COVID-19 that shall continue to operate brick and mortar facilities during this two-week time period. This list is based on federal guidance and amended to reflect the needs of Massachusetts' unique economy. While these businesses are designated as essential, they are urged to follow social distancing protocols for workers in accordance with guidance from the Department of Public Health.

Businesses and organizations not on the list of essential services are encouraged to continue operations through remote means that do not require workers, customers, or the public to enter or appear at the brick-and-mortar premises closed by the order.

Restaurants, bars, and other establishments that sell food and beverage products to the public are encouraged to continue to offer food for take-out and by delivery if they follow the social distancing protocols set forth in Department of Public Health guidance continue operations. On-premises consumption of food or drink is prohibited.

## **HEALTHCARE / PUBLIC HEALTH / HUMAN SERVICES**

- Workers providing COVID-19 testing; Workers that perform critical clinical research needed for COVID-19 response
- Medical Professionals and caregivers (e.g., physicians, dentists, psychologists, mid-level
  practitioners, nurses and assistants, infection control and quality assurance personnel,
  pharmacists, physical and occupational therapists and assistants, social workers, speech
  pathologists and diagnostic and therapeutic technicians and technologists, other providers of
  mental and behavioral health care, personal care attendants, home health aides and home care
  workers)
- Hospital and laboratory personnel (including accounting, administrative, admitting and discharge, engineering, epidemiological, source plasma and blood donation, food service, housekeeping, medical records, information technology and operational technology, nutritionists, sanitarians, respiratory therapists, etc.)
- Workers in other medical facilities (including Ambulatory Health and Surgical, Blood Banks, Medical Clinics, Community Mental Health Centers, Methadone/OBOT Clinics, 24 hour Diversionary and Residential Behavioral Health Providers, Comprehensive Outpatient rehabilitation, End Stage Renal Disease, Health Departments, Home Health care, Hospices, Hospitals, Nursing Facilities, Rest Homes, Assisted Living Residences, Organ Pharmacies,

- Procurement Organizations, Psychiatric Residential, Residential Treatment Schools, Rural Health Clinics and Federally Qualified Health Center s and Community Health Centers, State Hospitals, and licensed medical marijuana retailers)
- Workers in other 24/7 community resident services serving children and youth, and individuals with developmental, intellectual, physical and/or cognitive disabilities
- Manufacturers, technicians, logistics and warehouse operators, and distributors of or necessary
  to the supply chain of medical equipment, personal protective equipment (PPE), medical gases,
  pharmaceuticals, blood and blood products, vaccines, testing materials, laboratory supplies,
  cleaning, sanitizing, disinfecting or sterilization supplies, and tissue and paper towel products
- Public health / community health workers, including those who compile, model, analyze and communicate public health information
- Blood and plasma donors and the employees of the organizations that operate and manage related activities
- Workers that manage health plans, billing, and health information, who cannot practically work remotely
- Workers who conduct community-based public health functions, conducting epidemiologic surveillance, compiling, analyzing and communicating public health information, who cannot practically work remotely
- Workers performing cybersecurity functions at healthcare and public health facilities, who cannot practically work remotely
- Workers conducting research critical to COVID-19 response
- Workers performing security, incident management, and emergency operations functions at or on behalf of healthcare entities including healthcare coalitions, who cannot practically work remotely
- Workers who support food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals, such as those residing in shelters
- Pharmacy employees necessary for filling prescriptions
- Workers performing mortuary services and workers at funeral homes, crematoriums, and cemeteries
- Workers who coordinate with other organizations to ensure the proper recovery, handling, identification, transportation, tracking, storage, and disposal of human remains and personal effects; certify cause of death; and facilitate access to mental/behavioral health services to the family members, responders, and survivors of an incident

#### LAW ENFORCEMENT, PUBLIC SAFETY, FIRST RESPONDERS

- Personnel in emergency management, law enforcement, Emergency Management Systems, fire, and corrections, including front line and management required to maintain operations
- Emergency Medical Technicians
- 911 call center employees, including telecommunicators, dispatchers and managers
- Fusion Center employees
- Hazardous material responders from government and the private sector.
- Workers including contracted vendors -- who maintain digital systems infrastructure supporting law enforcement and emergency service operations.

### **FOOD AND AGRICULTURE**

- Workers supporting groceries, pharmacies and other retail, including farmers markets and farm stands, that sells food and beverage products, including liquor stores
- Restaurant carry-out and quick serve food operations Carry-out and delivery food employees

- Food manufacturer employees and their supplier employees—to include those employed in food processing (packers, meat processing, cheese plants, milk plants, produce, etc.) facilities; livestock, poultry, seafood slaughter facilities; pet and animal feed processing facilities; human food facilities producing by-products for animal food; beverage production facilities; and the production of food packaging
- Farm workers to include those employed in animal food, feed, and ingredient production, packaging, and distribution; manufacturing, packaging, and distribution of veterinary drugs; truck delivery and transport; farm and fishery labor needed to produce our food supply domestically
- Farm workers and support service workers to include those who field crops; commodity inspection; fuel ethanol facilities; storage facilities; and other agricultural inputs
- Workers supporting the seafood and fishing industry
- Employees and firms supporting food, feed, and beverage distribution, including warehouse workers, vendor-managed inventory controllers and blockchain managers
- Workers supporting the sanitation of all food manufacturing processes and operations from wholesale to retail
- Company cafeterias in-plant cafeterias used to feed employees; food service workers in residential schools with students who are unable to leave campus
- Workers in food testing labs in private industries and in institutions of higher education
- Workers essential for assistance programs and government payments
- Employees of companies engaged in the production of chemicals, medicines, vaccines, and other substances used by the food and agriculture industry, including pesticides, herbicides, fertilizers, minerals, enrichments, and other agricultural production aids
- Animal agriculture workers to include those employed in veterinary health; manufacturing and
  distribution of animal medical materials, animal vaccines, animal drugs, feed ingredients, feed,
  and bedding, etc.; transportation of live animals, animal medical materials; transportation of
  deceased animals for disposal; raising of animals for food; animal production operations;
  slaughter and packing plants and associated regulatory and government workforce
- Organizations and workers responsible for the care and custody of animals, pets and livestock
- Workers who support the manufacture and distribution of forest products, including, but not limited to timber, paper, and other wood products
- Employees engaged in the manufacture and maintenance of equipment and other infrastructure necessary to agricultural production and distribution

### **ENERGY**

## **Electricity industry:**

- Workers who maintain, ensure, or restore the reliable generation, transmission, and distribution
  of electric power, including call centers, utility workers, reliability engineers and fleet
  maintenance technicians
- Workers needed for safe and secure operations at nuclear generation
- Workers at generation, transmission and electric blackstart facilities
- Workers at Reliability Coordinator (RC), Balancing Authorities (BA), and primary and backup Control Centers (CC), including but not limited to independent system operators, regional transmission organizations, and balancing authorities
- Mutual assistance personnel

- IT and OT technology staff for EMS (Energy Management Systems) and Supervisory Control and Data Acquisition (SCADA) systems, and utility data centers; Cybersecurity engineers; cybersecurity risk management
- Vegetation management crews and traffic workers who support
- Environmental remediation/monitoring technicians
- Instrumentation, protection, and control technicians

#### Petroleum workers:

- Petroleum product storage, pipeline, marine transport, terminals, rail transport, road transport
- Crude oil storage facilities, pipeline, and marine transport
- Petroleum refinery facilities
- Petroleum security operations center employees and workers who support emergency response services
- Petroleum operations control rooms/centers
- Petroleum drilling, extraction, production, processing, refining, terminal operations, transporting, and retail for use as end-use fuels or feedstocks for chemical manufacturing
- Onshore and offshore operations for maintenance and emergency response
- Retail fuel centers such as gas stations and truck stops, and the distribution systems that support them

## Natural and propane gas workers:

- Natural gas transmission and distribution pipelines, including compressor stations, and road transport
- Underground storage of natural gas
- Natural gas processing plants, and those that deal with natural gas liquids
- Liquefied Natural Gas (LNG) facilities
- Natural gas security operations center, natural gas operations dispatch and control rooms/centers natural gas emergency response and customer emergencies, including natural gas leak calls
- Drilling, production, processing, refining, and transporting natural gas for use as end-use fuels, feedstocks for chemical manufacturing, or use in electricity generation
- Propane gas dispatch and control rooms and emergency response and customer emergencies, including propane leak calls
- Propane gas service maintenance and restoration, including call centers
- Processing, refining, and transporting natural liquids, including propane gas, for use as end-use fuels or feedstocks for chemical manufacturing
- Propane gas storage, transmission, and distribution centers

## Steam workers:

- Workers who support steam distribution companies' provision of district heating and any electric generation
- Workers who support steam distribution companies' dispatch and control rooms and emergency response and customer emergencies, including steam leak calls
- Workers who support steam distribution companies' service maintenance and restoration, including call centers
- Workers who support steam distribution companies' storage, transmission, and distribution centers

#### WATER AND WASTEWATER

Employees needed to operate and maintain public and private drinking water and wastewater/drainage infrastructure, including:

- Operational staff at water authorities
- Operational staff at community water systems
- Operational staff at wastewater treatment facilities
- Workers repairing water and wastewater conveyances and performing required sampling or monitoring
- Operational staff for water distribution and testing
- Operational staff at wastewater collection facilities
- Operational staff and technical support for SCADA Control systems
- Chemical disinfectant suppliers for wastewater and personnel protection
- Workers that maintain digital systems infrastructure supporting water and wastewater operations

#### TRANSPORTATION AND LOGISTICS

- Employees supporting or enabling transportation functions, including dispatchers, maintenance and repair technicians, warehouse workers, truck stop and rest area workers, and workers that maintain and inspect infrastructure (including those that require cross-border travel)
- Employees of firms providing services that enable logistics operations, including cooling, storing, packaging, and distributing products for wholesale or retail sale or use
- Mass transit and passenger rail workers, including contracted vendors providing transportation and maintenance services to public transit authorities
- Workers critical to operating rental car companies and Transportation Network Companies
   (TNCs) that facilitate continuity of operations for essential workforces, and other essential travel
- Workers responsible for operating dispatching passenger, commuter and freight trains and public transportation and buses and maintaining rail and transit infrastructure and equipment
- Maritime transportation workers port workers, mariners, equipment operators
- Truck drivers who haul hazardous and waste materials to support critical infrastructure, capabilities, functions, and services
- Automotive repair and maintenance facilities
- Workers who respond to and clear traffic crashes, including contracted vendors and dispatchers
- Manufacturers and distributors (to include service centers and related operations) of packaging materials, pallets, crates, containers, and other supplies needed to support manufacturing, packaging staging and distribution operations
- Postal and shipping workers, to include private companies
- Workers who support moving and storage services
- Employees who repair and maintain vehicles, aircraft, rail equipment, marine vessels, and the
  equipment and infrastructure that enables operations that encompass movement of cargo and
  passengers
- Air transportation employees, including air traffic controllers, ramp personnel, aviation security, and aviation management and other workers – including contracted vendors – providing services for air passengers
- Workers who support the maintenance and operation of cargo by air transportation, including flight crews, maintenance, airport operations, and other on- and off- airport facilities workers

#### **PUBLIC WORKS**

- Workers who support the operation, inspection, and maintenance of essential dams, locks and levees
- Workers who support the operation, inspection, and maintenance of essential public works
  facilities and operations, including roads and bridges, water and sewer main breaks, fleet
  maintenance personnel, construction of critical or strategic infrastructure, traffic signal
  maintenance, emergency location services for buried utilities, maintenance of digital systems
  infrastructure supporting public works operations, and other emergent issues
- Workers including contracted vendors involved in the construction of critical or strategic
  infrastructure including public works construction, airport operations, water, sewer, gas,
  electrical, nuclear, oil refining and other critical energy services, roads and highways, public
  transportation, solid waste collection and removal, and internet, and telecommunications
  systems (including the provision of essential global, national, and local infrastructure for
  computing services)
- Workers such as plumbers, electricians, exterminators, inspectors and other service providers
  who provide services that are necessary to maintaining the safety, sanitation, and essential
  operation of residences, construction sites and projects, and needed facilities
- Support, such as road and line clearing and utility relocation, to ensure the availability of needed facilities, transportation, energy and communications
- Support to ensure the effective removal, storage, and disposal of residential and commercial solid waste and hazardous waste
- Licensed site clean-up professionals and other workers addressing hazardous spills, waste sites, and remediation.
- Workers who support the operation, maintenance and public safety of state parks, forests, wildlife management areas, water supply protection lands, and other critical natural resources.
- Workers who support storm clean-up operations (e.g., foresters).

#### COMMUNICATIONS AND INFORMATION TECHNOLOGY

## **Communications:**

- Maintenance of communications infrastructure- including privately owned and maintained communication systems- supported by technicians, operators, call-centers, wireline and wireless providers, cable service providers, satellite operations, undersea cable landing stations, Internet Exchange Points, and manufacturers and distributors of communications equipment
- Workers who support radio, television, and media service, including, but not limited to front line news reporters, studio, and technicians for newsgathering and reporting
- Workers at Independent System Operators and Regional Transmission Organizations, and Network Operations staff, engineers and/or technicians to manage the network or operate facilities
- Engineers, technicians and associated personnel responsible for infrastructure construction and restoration, including contractors for construction and engineering of fiber optic cables
- Installation, maintenance and repair technicians that establish, support or repair service as needed
- Central office personnel to maintain and operate central office, data centers, and other network office facilities
- Customer service and support staff, including managed and professional services as well as remote providers of support to transitioning employees to set up and maintain home offices,

- who interface with customers to manage or support service environments and security issues, including payroll, billing, fraud, and troubleshooting
- Dispatchers involved with service repair and restoration

## **Information Technology:**

- Workers who support command centers, including, but not limited to Network Operations Command Center, Broadcast Operations Control Center and Security Operations Command Center
- Data center operators, including system administrators, HVAC & electrical engineers, security personnel, IT managers, data transfer solutions engineers, software and hardware engineers, and database administrators
- Client service centers, field engineers, and other technicians supporting critical infrastructure, as
  well as manufacturers and supply chain vendors that provide hardware and software, and
  information technology equipment (to include microelectronics and semiconductors) for critical
  infrastructure
- Workers responding to cyber incidents involving critical infrastructure, including medical facilities, SLTT governments and federal facilities, energy and utilities, and banks and financial institutions, and other critical infrastructure categories and personnel
- Workers supporting the provision of essential global, national and local infrastructure for computing services (incl. cloud computing services), business infrastructure, web-based services, and critical manufacturing
- Workers supporting communications systems and information technology used by law enforcement, public safety, medical, energy and other critical industries
- Support required for continuity of services, including janitorial/cleaning personnel

#### OTHER COMMUNITY-BASED ESSENTIAL FUNCTIONS AND GOVERNMENT OPERATIONS

- Workers to ensure continuity of building functions, including local and state inspectors and administrative support of inspection services who are responsible for the inspection of elevators, escalators, lifts, buildings, plumbing and gas fitting, electrical work, and other safety related professional work
- Security staff to maintain building access control and physical security measures
- Elections personnel
- Federal, State, and Local, Tribal, and Territorial employees who support Mission Essential Functions and communications networks
- Trade Officials (FTA negotiators; international data flow administrators)
- Weather forecasters
- Workers that maintain digital systems infrastructure supporting other critical government operations
- Workers at operations centers necessary to maintain other essential functions
- Workers who support necessary credentialing, vetting and licensing operations for transportation workers including holders of Commercial Drivers Licenses
- Workers who are critical to facilitating trade in support of the national, state and local emergency response supply chain
- Educators and staff supporting public and private emergency childcare programs, residential
  schools for students with disabilities, K-12 schools, colleges, and universities for purposes of
  facilitating distance learning, provision of school meals, or performing other essential student
  support functions, if operating under rules for social distancing

- Hotel workers
- Critical government workers, as defined by the employer and consistent with Continuity of Operations Plans
- Construction Workers who support the construction, operation, inspection, and maintenance of construction sites and construction projects (including housing construction)
- Workers that provide services for or determine eligibility for public benefits such as subsidized
  health care, food and feeding programs, residential and congregate care programs, shelter, inhome supportive services, child welfare, juvenile justice programs, adult protective services and
  social services, and other necessities of life for economically disadvantaged or otherwise needy
  individuals (including family members)
- Workers in sober homes
- Professional services (such as legal and accounting services) and payroll and employee benefit services, when necessary to assist in compliance with legally mandated activities and critical sector services or where failure to provide such services during the time of the order would result in significant prejudice
- Commercial retail stores that supply essential sectors, including convenience stores, pet supply stores, auto supplies and repair, hardware and home improvement, and home appliance retailers
- Laundromats and laundry services
- Workers and instructors supporting academies and training facilities and courses for the purpose of graduating students and cadets that comprise the essential workforce for all identified critical sectors
- Workers at places of worship

## **CRITICAL MANUFACTURING**

Workers necessary for the manufacturing of materials and products needed for medical supply
chains including personal protective equipment and hygiene products, transportation, energy,
communications, food and agriculture, chemical manufacturing, nuclear facilities, the operation
of dams, water and wastewater treatment, emergency services, and the defense industrial base.

## **HAZARDOUS MATERIALS**

- Workers at nuclear facilities, workers managing medical waste, workers managing waste from pharmaceuticals and medical material production, and workers at laboratories processing test kits
- Workers who support hazardous materials response and cleanup
- Workers who maintain digital systems infrastructure supporting hazardous materials management operations

## **FINANCIAL SERVICES**

- Workers who are needed to process and maintain systems for processing financial transactions and services (e.g., payment, clearing, and settlement; wholesale funding; services; and capital markets activities)
- Workers who are needed to provide consumer access to banking and lending services, including ATMs, and to move currency and payments (e.g., armored cash carriers)
- Workers who support financial operations, such as those staffing data and security operations centers

#### **CHEMICAL**

- Workers supporting the chemical and industrial gas supply chains, including workers at chemical
  manufacturing plants, workers in laboratories, workers at distribution facilities, workers who
  transport basic raw chemical materials to the producers of industrial and consumer goods,
  including hand sanitizers, food and food additives, pharmaceuticals, textiles, and paper
  products.
- Workers supporting the safe transportation of chemicals, including those supporting tank truck cleaning facilities and workers who manufacture packaging items
- Workers supporting the production of protective cleaning and medical solutions, personal
  protective equipment, and packaging that prevents the contamination of food, water, medicine,
  among others essential products
- Workers supporting the operation and maintenance of facilities (particularly those with high risk chemicals and/or sites that cannot be shut down) whose work cannot be done remotely and requires the presence of highly trained personnel to ensure safe operations, including plant contract workers who provide inspections
- Workers who support the production and transportation of chlorine and alkali manufacturing, single-use plastics, and packaging that prevents the contamination or supports the continued manufacture of food, water, medicine, and other essential products, including glass container manufacturing

#### **DEFENSE INDUSTRIAL BASE**

- Workers who support the essential services required to meet national security commitments to
  the federal government and U.S. Military. These individuals, include but are not limited to,
  aerospace; mechanical and software engineers, manufacturing/production workers; IT support;
  security staff; security personnel; intelligence support, aircraft and weapon system mechanics
  and maintainers
- Personnel working for companies, and their subcontractors, who perform under contract to the
  Department of Defense providing materials and services to the Department of Defense, and
  government-owned/contractor-operated and government-owned/government-operated
  facilities

If the function of your business is not listed above, but you believe that it is essential or it is an entity providing essential services or functions, you may request designation as an essential business.

Requests by businesses to be designated an essential function should only be made if they are NOT covered by the guidance.

To request designation as an essential business, please click here: https://www.mass.gov/forms/essential-service-designation-request

Any questions can be directed to covid19.biz@mass.gov.

# REFERENCE INFORMATION

# APPENDIX A

# **Corona Virus Handwashing Guide**

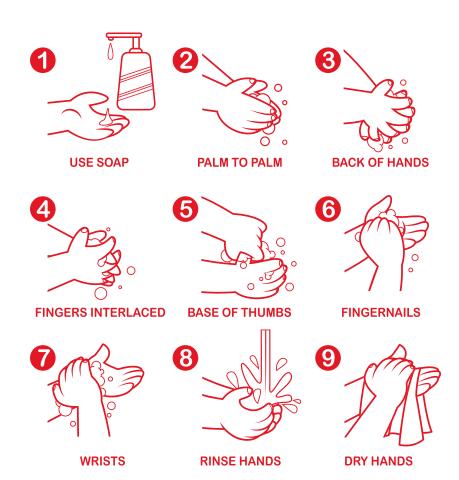
## How to prevent the spread of:

# CORONAVIRUS DISEASE 2019 (COVID-19)

#### INFECTION PREVENTION STEPS

- ✓ Wash your hands often with soap + water.
- Avoid touching your eyes, nose + mouth with unwashed hands.
- Ocver your cough or sneeze with a tissue, then throw the tissue in the trash.
- Avoid close contact with people who are sick.
- **⊘** Get a flu shot!
- Clean + disinfect frequently touched objects and surfaces such as counters, door knobs, desks, keyboards, tablets and phones.

Keeping hands clean is one of the most important things we can do to stop the spread of respiratory illnesses like flu and COVID-19.



#### PROPER HANDWASHING TIPS

- Wash hands thoroughly with soap + warm water.
- Wash for 20-30 seconds or sing "Happy Birthday" two times through.
- Soap and warm water are the best way
  to clean your hands, but if they aren't
  available, use an alcohol-based hand
  sanitizer, that contains at least
  60% alcohol.

#### **HOW TO USE HAND SANITIZERS**

- Apply the sanitizer to the palm of one hand (follow label directions on how much to use).
- · Rub hands together.
- Rub the sanitizer over all the surfaces of your hands + fingers until your hands are dry.

# APPENDIX B

# When and How to Wash your Hands



# Handwashing: Clean Hands Save Lives

# When and How to Wash Your Hands

Handwashing is one of the best ways to protect yourself and your family from getting sick. Learn when and how you should wash your hands to stay healthy.

#### Wash Your Hands Often to Stay Healthy

You can help yourself and your loved ones stay healthy by washing your hands often, especially during these key times when you are likely to get and spread germs:

- Before, during, and after preparing food
- Before eating food
- Before and after caring for someone at home who is sick with vomiting or diarrhea
- Before and after treating a cut or wound
- After using the toilet
- After changing diapers or cleaning up a child who has used the toilet
- After blowing your nose, coughing, or sneezing
- After touching an animal, animal feed, or animal waste
- After handling pet food or pet treats
- After touching garbage



## Follow Five Steps to Wash Your Hands the Right Way

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home and workplace to childcare facilities and hospitals.

Follow these five steps every time.

1. **Wet** your hands with clean, running water (warm or cold), turn off the tap, and apply soap.

- 2. **Lather** your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
- 3. **Scrub** your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.
- 4. Rinse your hands well under clean, running water.
- 5. **Dry** your hands using a clean towel or air dry them.

Why? Read the science behind the recommendations.

### Use Hand Sanitizer When You Can't Use Soap and Water



You can use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

Washing hands with soap and water is the best way to get rid of germs in most situations. If soap and water are not readily available, you can use an alcohol-based hand sanitizer that contains at least 60% alcohol. You can tell if the sanitizer contains at least 60% alcohol by looking at the product label.

Sanitizers can quickly reduce the number of germs on hands in many situations. However,

- Sanitizers do not get rid of all types of germs.
- Hand sanitizers may not be as effective when hands are visibly dirty or greasy.
- Hand sanitizers might not remove harmful chemicals from hands like pesticides and heavy metals.

**Caution!** Swallowing alcohol-based hand sanitizers can cause alcohol poisoning if more than a couple of mouthfuls are swallowed. Keep it out of reach of young children and supervise their use. Learn more here.

#### How to use hand sanitizer

- Apply the gel product to the palm of one hand (read the label to learn the correct amount).
- Rub your hands together.
- Rub the gel over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.



# New Handwashing Campaign: Life is Better with Clean Hands

To celebrate Global Handwashing Day on October 15, CDC has launched the *Life is Better with Clean Hands* campaign. This campaign encourages adults to make handwashing part of their everyday life and encourages parents to wash their hands to set a good example for their kids. Visit the *Life is Better with Clean Hands* campaign page to download resources to help promote handwashing in your community.

For more information on handwashing, visit CDC's Handwashing website or call 1-800-CDC-INFO.

#### **More Information**

- Handwashing: Clean Hands Save Lives
- Life is Better with Clean Hands Campaign
- Preventing the Flu
- Hand Hygiene in Healthcare Settings
- Hand Hygiene After a Disaster
- Water-related Hygiene

......

• Keeping Your Hands Clean on a Cruise

#### Health Promotion & Education

- Health Promotion Materials
  - Fact Sheets
  - Podcasts
  - Posters
  - Stickers
  - Videos
  - Web Features
- Training & Education
- Our Partners

#### Publications, Data, & Statistics

• Publications, Data, & Statistics

# Global Handwashing Day

• Global Handwashing Day

Page last reviewed: October 3, 2019

# **APPENDIX C**

# **Social Distancing on Construction Sites**

24 MARCH 2020

back to news

# Social distancing on construction sites – policy v reality



Construction sites that remain open will need to have extra health and safety measures in place to enable social distancing, as well as all the normal considerations on complex projects.

We are now seeing a tension now between policy and reality – from a health and safety perspective, the protection of workers in close contact (i.e. less than two Want news direct to you?

sign up

Don't hide

behind

show me more



Will
covid19
affect
my
child
maintenai
payments

Read more



Covid-19 and angel control, safe work practices and PPE.

#### Control measures

A hierarchy of controls could look like:

- using engineering controls
- using administrative controls
- deploying safe work practices to protect workers from exposure to Covid-19.

Depending on work tasks and potential exposures, appropriate PPE for protecting workers from the virus may include gloves, masks, goggles or face shields, and/or respirators.

# Reasonably practicable measures

At the very extreme on one end of the construction spectrum, you could have those in fit-out scenarios wearing face-fit masks and some sort of haz-mat suit, but always bearing in mind that the employer is taking 'all reasonably practicable measures'.

It may be 'reasonably practicable' to stop fit-out work, but potentially on the same site it may be 'reasonably practicable' to continue external construction with the correct PPE/safe system of work, for example.

#### Work arounds

and what next?

Read more



Can I
still
buy
or
sell
my
home?
What
does
the
latest
guidance
mean
for
me?

Read more



Covid19:
Some
positives
to
take

work/tasks to be performed.

Another option could be some sort of rotation, thereby keeping a minimum number of workers on the site at any one time. I suspect that site offices will need to be carefully managed, too, given their usually cramped conditions.

#### Defensibility

Ultimately the site health and safety manager in conjunction with the site managers/contractors need to consider whether work on the site can, on the one hand be performed safely, bearing in mind the risk of exposure/spreading the virus, whilst on the other hand weighing up the cost of doing so.

To a certain extent this will depend on the size of the site and the stage of work, and will rely on sites being effectively policed by health and safety representatives and contract managers.

If a site decides to remain open – and from a defensibility point of view – it is paramount for a detailed risk assessment to be documented and a detailed tool box talk to be devised and disseminated to all workers setting out the specific requirements.

#### situation

Read more



How will recently announce changes to insolvency regulation affect me?

Read more just before site activity commenced). Any new risk assessment ought to be dated and read, understood (or be explained to them) and then signed by those at work. This should then be actively monitored as the working day progresses.

# Points to implement as a minimum

- Assess risk to workers, record it in writing and act on it (as you will have been doing in any case). New risk assessments should have been undertaken today.
- The risk assessment must account for social distancing of 2m as per Government guidance.
- 3. If social distancing cannot be maintained, make alterations to achieve it, e.g. by prioritising work which can be done at a social distance or limit number of workers in any one place.
- 4. The Coronavirus Bill has in it police powers to detain people we will need to consider how this applies in the workplace/construction sites/public spaces.
- 5. As a final point please check your insurance policy prior to closing a site for any policy exceptions.









#### **About the Author** Kamal Chauhan, Partner

view my profile

email me

<u>Kamal Chauhan</u> is a <u>Birmingham solicitor</u>, specialising in <u>licensing and regulatory</u>.



What do I do about my Child Arrangements



Will Covid-19
close down
construction



Will technology adoption accelerate as a



What about my 'keep open' clause?

**RESOURCES CAREERS** ALSO FROM Sign up for news **HCR LAW** <u>Articles</u> Vacancies Eagle HR type email here **Training Contracts Events** <u>Finance</u> Vacation Scheme <u>Library</u> <u>Generator</u> in ¥ f ☑ 💷 Media Centre <u>Placements</u> **Medical Accident** Newsletter Archive <u>Career Paralegals</u> Group

Notarial Services
Safe From Harm
Wills At Work

How to complain Accessibility Terms of Use Privacy Policy Pricing Policy Solicitors Regulation Authority Modern Slavery Statement Gender Pay Gap Report
© 2020 Harrison Clark Rickerbys

# **APPENDIX D**

# **Cleaning and Disinfection Guide**



# Coronavirus Disease 2019 (COVID-19)

# Cleaning and Disinfection for Households

Interim Recommendations for U.S. Households with Suspected or Confirmed Coronavirus Disease 2019 (COVID-19)

#### **Summary of Recent Changes**

Revisions were made on 3/26/2020 to reflect the following:

- Updated links to EPA-registered disinfectant list
- Added guidance for disinfection of electronics
- Updated core disinfection/cleaning guidance

#### Background

There is much to learn about the novel coronavirus (SARS-CoV-2) that causes coronavirus disease 2019 (COVID-19). Based on what is currently known about the virus, and about similar coronaviruses that cause SARS and MERS, spread from person-to-person happens most frequently among close contacts (within about 6 feet). This type of transmission occurs via respiratory droplets, but disease transmission via infectious aerosols is currently uncertain. Transmission of SARS-CoV-2 to persons from surfaces contaminated with the virus has not been documented. Transmission of coronavirus occurs much more commonly through respiratory droplets than through fomites. Current evidence suggests that SARS-CoV-2 may remain viable for hours to days on surfaces made from a variety of materials. Cleaning of visibly dirty surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in households and community settings.

It is unknown how long the air inside a room occupied by someone with confirmed COVID-19 remains potentially infectious. Facilities will need to consider factors such as the size of the room and the ventilation system design (including flowrate [air changes per hour] and location of supply and exhaust vents) when deciding how long to close off rooms or areas used by ill persons before beginning disinfection. Taking measures to improve ventilation in an area or room where someone was ill or suspected to be ill with COVID-19 will help shorten the time it takes respiratory droplets to be removed from the air.

#### Purpose

This guidance provides recommendations on the cleaning and disinfection of households where persons under investigation (PUI) or those with confirmed COVID-19 reside or may be in self- isolation. It is aimed at limiting the survival of the virus in the environments. These recommendations will be updated if additional information becomes available.

These guidelines are focused on household settings and are meant for the general public.

- **Cleaning** refers to the removal of germs, dirt, and impurities from surfaces. It does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.
- **Disinfecting** refers to using chemicals, for example, EPA-registered disinfectants, to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface *after* cleaning, it can further lower the risk of spreading infection.

General Recommendations for Routine Cleaning and Disinfection of Households

- Community members can practice routine cleaning of frequently touched surfaces (for example: tables, doorknobs, light switches, handles, desks, toilets, faucets, sinks, and electronics (see below for special electronics cleaning and disinfection instructions)) with household cleaners and EPA-registered disinfectants that are appropriate for the surface, following label instructions. Labels contain instructions for safe and effective use of the cleaning product including precautions you should take when applying the product, such as wearing gloves and making sure you have good ventilation during use of the product.
  - For electronics follow the manufacturer's instructions for all cleaning and disinfection products. Consider use of wipeable covers for electronics. If no manufacturer guidance is available, consider the use of alcohol-based wipes or spray containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

# General Recommendations for Cleaning and Disinfection of Households with People Isolated in Home Care (e.g. Suspected/Confirmed to have COVID-19)

- Household members should educate themselves about COVID-19 symptoms and preventing the spread of COVID-19 in homes.
- Clean and disinfect high-touch surfaces daily in household common areas (e.g. tables, hard-backed chairs, doorknobs, light switches, phones, tablets, touch screens, remote controls, keyboards, handles, desks, toilets, sinks)
  - In the bedroom/bathroom dedicated for an ill person: consider reducing cleaning frequency to **as-needed** (e.g., soiled items and surfaces) to avoid unnecessary contact with the ill person.
- As much as possible, an ill person should stay in a specific room and away from other people in their home, following home care guidance.
- If a separate bathroom is not available, the bathroom should be cleaned and disinfected after each use by an ill person. If this is not possible, the caregiver should wait as long as practical after use by an ill person to clean and disinfect the high-touch surfaces.
- Household members should follow home care guidance when interacting with persons with suspected/confirmed COVID-19 and their isolation rooms/bathrooms.

#### How to clean and disinfect:

#### Hard (Non-porous) Surfaces

- Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. If
  reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and
  should not be used for other purposes. Consult the manufacturer's instructions for cleaning and disinfection products
  used. Clean hands immediately after gloves are removed.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered household disinfectants should be effective.
  - A list of products that are EPA-approved for use against the virus that causes COVID-19 is available here 
    Follow manufacturer's instructions for all cleaning and disinfection products for (concentration, application method and contact time, etc.).
  - Additionally, diluted household bleach solutions (at least 1000ppm sodium hypochlorite) can be used if appropriate for the surface. Follow manufacturer's instructions for application, ensuring a contact time of at least 1 minute, and allowing proper ventilation during and after application. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.
- Prepare a bleach solution by mixing:
  - 5 tablespoons (1/3<sup>rd</sup> cup) bleach per gallon of water or
  - 4 teaspoons bleach per quart of water

#### Soft (Porous) Surfaces

- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
  - Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items
    using the warmest appropriate water setting for the items and dry items completely.
    - Otherwise, use products that are EPA-approved for use against the virus that causes COVID-19 🔼 🖸 and that are suitable for porous surfaces.

#### **Electronics**

- For electronics such as cell phones, tablets, touch screens, remote controls, and keyboards, remove visible contamination if present.
  - Follow the manufacturer's instructions for all cleaning and disinfection products.
  - o Consider use of wipeable covers for electronics.
  - If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least
     70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

#### Linens, clothing, and other items that go in the laundry

- Wear disposable gloves when handling dirty laundry from an ill person and then discard after each use. If using reusable gloves, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other household purposes. Clean hands immediately after gloves are removed.
  - If no gloves are used when handling dirty laundry, be sure to wash hands afterwards.
  - o If possible, do not shake dirty laundry. This will minimize the possibility of dispersing virus through the air.
  - Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items
    using the warmest appropriate water setting for the items and dry items completely. Dirty laundry from an ill
    person can be washed with other people's items.
  - Clean and disinfect clothes hampers according to guidance above for surfaces. If possible, consider placing a bag liner that is either disposable (can be thrown away) or can be laundered.

#### Hand hygiene and other preventive measures

- Household members should clean hands often, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Household members should follow normal preventive actions while at work and home including recommended hand hygiene and avoiding touching eyes, nose, or mouth with unwashed hands.
  - Additional key times to clean hands include:
    - After blowing one's nose, coughing, or sneezing
    - After using the restroom
    - Before eating or preparing food
    - After contact with animals or pets
    - Before and after providing routine care for another person who needs assistance (e.g. a child)

#### Other considerations

- The ill person should eat/be fed in their room if possible. Non-disposable food service items used should be handled with gloves and washed with hot water or in a dishwasher. Clean hands after handling used food service items.
- If possible, dedicate a lined trash can for the ill person. Use gloves when removing garbage bags, handling, and disposing of trash. Wash hands after handling or disposing of trash.
- Consider consulting with your local health department about trash disposal guidance if available.

# **Additional Resources**

- OSHA COVID-19 Website 🖸
- CDC Home Care Guidance
- CDC Home Care Guidance for People with Pets

Page last reviewed: March 28, 2020

# **APPENDIX E**

# **Protecting Workers during a Pandemic**



#### **Protecting Workers during a Pandemic**

A pandemic is a global disease outbreak and can be caused by a variety of agents, including influenza and coronaviruses. During a pandemic, transmission can be anticipated in the workplace not only from patients to workers in healthcare settings, but also among co-workers and between members of the general public and workers in other types of workplaces.

Workers who believe that their employer provides a safe and healthy workplace are more likely to report for work during a pandemic.

Clear communication promotes confidence in the employer's ability to protect workers and reduces absenteeism.

## **Employers should ensure that their workers understand:**

- Differences between seasonal epidemics and worldwide pandemic disease outbreaks;
- Which job activities may put them at risk for exposure to sources of infection;
- What options may be available for working remotely, or utilizing an employer's flexible leave policy when they are sick;
- Social distancing strategies, including avoiding close physical contact (e.g., shaking hands) and large gatherings of people;
- Good hygiene and appropriate disinfection procedures;
- What personal protective equipment (PPE) is available, and how to wear, use, clean and store it properly;
- What medical services (e.g., vaccination, postexposure medication) may be available to them; and
- How supervisors will provide updated pandemic-related communications, and where to direct their questions.

#### **Sick Leave**

Employers may consider providing sick leave so that workers may stay home if they are sick. Flexible leave policies help stop the spread of disease, including to healthy workers.

#### **Principles of worker protection:**

- ✓ Consistently practice social distancing.
- ✓ Cover coughs and sneezes.
- ✓ Maintain hand hygiene.
- ✓ Clean surfaces frequently.

#### **Training**

Following the Centers for Disease Control and Prevention (CDC) recommendations, employers should provide worker training on infection controls, including the importance of avoiding close contact (within 6 feet) with others. Employers should provide adequate supplies and ready access to soap and running water, tissues, alcohol-based hand sanitizers and cleaning agents. Some worksites may need PPE (e.g., gloves, face shields, and respirators). Frequent visual and verbal reminders to workers can improve compliance with hand hygiene practices and thus reduce rates of infection. Handwashing posters are available from the CDC: www.cdc.gov/features/handwashing.

#### **Control Measures**

Employers may modify the work environment and/or change work practices to provide additional protection to workers and clients. For example, employers may install physical barriers (e.g., clear plastic sneeze guards), conduct business in a different manner (e.g., use drive-through service windows, implement telework arrangements), improve ventilation (e.g., install high-efficiency air filters, increase ventilation rates), install additional hand

#### **Comparison of Surgical Masks and Respirators**

#### Surgical Masks

- Used by workers to protect themselves against splashes and sprays containing infectious agents.
- Placed on sick individuals to prevent respiratory infections that spread by large droplets; worn by surgeons to avoid contaminating surgical sites.
- May not protect against airbornetransmissible infectious agents due to loose fit and lack of seal.
- Can be used by almost anyone, regardless of training.
- Should be properly disposed of after use.

#### Respirators (e.g., filtering facepiece)

- Used by workers to prevent inhalation of small particles, including airbornetransmissible infectious agents.
- To be effective, should have the proper filter material (e.g., N95 or better), be NIOSH-certified, and must fit tightly to prevent air leaks.
- For use, require proper training, fit testing, availability of appropriate medical evaluations and monitoring, cleaning and oversight by a knowledgeable staff member.
- Employer must establish a respiratory protection program that is compliant with OSHA's Respiratory Protection standard, 29 CFR 1910.134. OSHA consultation staff can assist with understanding respiratory protection requirements.

sanitizer dispensers, provide facial tissues, and have workers use PPE. Employers should select equipment, such as surgical masks and respirators as described below, that will protect workers against infectious diseases to which they may be exposed.

For additional information, see OSHA's Fact Sheet "Respiratory Infection Control: Respirators versus Surgical Masks" at www.osha.gov/ Publications/respirators-vs-surgicalmasksfactsheet.pdf.

Depending on the pandemic, a vaccine may or may not be available to protect people from illness. If available, employers may offer appropriate vaccines to workers to reduce the number of those at risk for infection in their workplace.

#### **Risk Communication**

Workers should be aware of the exposure risk level associated with their job duties. In addition, a pandemic may disproportionately affect people in certain age groups or with specific health histories. Workers with job-related exposure to infections who voluntarily disclose personal health risks should be considered for job accommodations and/or additional protective measures, e.g., use of PPE.

Higher risk work settings include those healthcare workplaces where: infected patients may congregate; clinical specimens are handled or transported; or materials contaminated with blood or infectious wastes are handled. These settings warrant: use of physical barriers to control the spread of infectious disease; worker and client management to promote social distancing; and adequate and appropriate PPE, hygiene and cleaning supplies. Additional information, including an OSHA Fact Sheet on exposure risks in healthcare workplaces, can be found on OSHA's Publications page: www.osha.gov/ publications. Employers and workers can also learn about preparedness for pandemics and other events at OSHA's Emergency Preparedness and Response page: www.osha.gov/SLTC/ emergencypreparedness.

Very High &	Medium	Lower Exposure Risk
High Exposure Risk	Exposure Risk	(Caution)
Healthcare workers, particularly those working with known or suspected pandemic patients.	Workers with high-frequency interaction with the general public (e.g., those working in schools, restaurants and retail establishments, travel and mass transit, or other crowded environments).	Workers who have minimal contact with the general public and other coworkers (e.g., office workers).

#### **Assistance for Employers**

OSHA's On-Site Consultation Program offers free and confidential advice to small and mediumsized businesses in all states across the country, with priority given to high-hazard worksites. On-Site Consultation services are separate from enforcement and do not result in penalties or citations. Consultants from state agencies or universities work with employers to identify workplace hazards, provide advice on compliance with OSHA standards, and assist in establishing safety and health management systems. To locate the OSHA On-Site Consultation Program nearest you, call 1-800-321-OSHA (6742) or visit www.osha.gov/consultation.

#### **Workers' Rights**

Workers have the right to:

- Working conditions that do not pose a risk of serious harm.
- Receive information and training (in a language and vocabulary the worker understands) about workplace hazards, methods to prevent them, and the OSHA standards that apply to their workplace.
- Review records of work-related injuries and illnesses.

- File a complaint asking OSHA to inspect their workplace if they believe there is a serious hazard or that their employer is not following OSHA's rules. OSHA will keep all identities confidential.
- Exercise their rights under the law without retaliation, including reporting an injury or raising health and safety concerns with their employer or OSHA. If a worker has been retaliated against for using their rights, they must file a complaint with OSHA as soon as possible, but no later than 30 days.

For additional information, see OSHA's Workers page (www.osha.gov/workers).

#### **How to Contact OSHA**

Under the Occupational Safety and Health Act of 1970, employers are responsible for providing safe and healthful workplaces for their employees. OSHA's role is to help ensure these conditions for America's working men and women by setting and enforcing standards, and providing training, education, and assistance. For more information, visit www.osha.gov or call OSHA at 1-800-321-OSHA (6742), TTY 1-877-889-5627.

**Note:** This document provides guidance for employers during a pandemic, but is not intended to cover all OSHA standards that may apply. State Plans adopt and enforce their own occupational safety and health standards at www.osha.gov/stateplans.

This is one in a series of informational fact sheets highlighting OSHA programs, policies or standards. It does not impose any new compliance requirements. For a comprehensive list of compliance requirements of OSHA standards or regulations, refer to Title 29 of the Code of Federal Regulations. This information will be made available to sensory-impaired individuals upon request. The voice phone is (202) 693-1999; teletypewriter (TTY) number: (877) 889-5627.



# **APPENDIX F**

# **List of Disinfectants**



# UNITED STATES ENVIRONMENTAL PROTECTION AGENCY WASHINGTON, D.C. 20460 OFFICE OF CHEMICAL SAFETY AND POLLUTION PREVENTION

Visit <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> to find the current list of products that meet EPA's criteria for use against SARS-CoV-2, the cause of COVID-19.