



**City of Carmel-by-the-Sea
Community Planning and Building Department
Construction Site –
COVID-19 Social Distancing Protocol/Safety Procedures Plan**

Contractor Name: _____

Site Address: _____

Building Permit #: _____

Construction sites operating under the provisions of Monterey County Health Officer's Order dated May 1, 2020, Appendices B & C must implement all applicable measures listed below, and be prepared to explain why any measure that is not implemented is inapplicable to the site.

Site Management:

- This Social Distancing Protocol and an approved Jobsite Infection Prevention poster is posted in a clearly visible location on the job site.
- Copies of this plan have been distributed to all employees.
- A daily attendance log is maintained listing all workers and visitors, and their contact information including name, phone number, address, and email.
- A site-specific COVID-19 supervisor has been designated to enforce this guidance. The supervisor is on site at all times during construction activities. The supervisor reviews this Protocol with all workers and visitors to the construction site.

Measures to Protect Employee Health:

- Everyone who can carry out their work duties from home has been directed to do so.
- All employees have been told not to come to work if sick.
- All employees have been told to tell their supervisor if they know they have been exposed to COVID-19.
- Symptom checks are being conducted before employees enter the job site.
- Employees are required to wear appropriate personal protective equipment (PPE) such as gloves, goggles, face shields and face coverings as appropriate for the activity being performed.
- Discourage workers from using other workers' phones, desks, offices, work tools and equipment. If necessary, clean and disinfect them before and after use.

Measures to Implement Social Distancing Protocols:

- Only contractor employees, property owners, project designers and similar mission-critical personnel are allowed on the site.
- All employees and site visitors are required to remain a minimum of six feet apart while on the site.
- When specific operations require employees to work closer than 6 feet apart, employees are required to wear cloth face coverings.

- Avoid gatherings of any size except for site specific COVID-19 related safety meetings. Maintain 6 feet separation between employees and wear cloth face coverings at all times.
- Identify “choke points” and “high-risk” areas where workers are forced to stand together, such as hallways, hoists and elevators, break areas and buses, and control them so social distancing is maintained.
- Minimize interactions when picking up or delivering equipment or materials, ensure minimum 6-foot separation.
- Stagger the trades as necessary to reduce density and maintain minimum 6-foot separation social distancing.

Measures to Increase Sanitation:

- Disinfectants and related supplies are available to all employees at the following locations:

- Hand sanitizer effective against COVID-19 is available to all employees at the following locations:

- Soap and water are available to all employees at the following location(s):

- High contact surfaces are disinfected frequently.
- Restrooms, site offices, breakrooms and other common areas are being disinfected frequently on the following schedule:
 - o Restrooms: _____
 - o Offices: _____
 - o Breakrooms: _____
- Employees are encouraged to avoid touching their eyes, nose, mouth or face.
- Employees are encouraged to wash their hands with soap and water for 20 seconds or with hand sanitizer frequently.
- Optional – Describe other measures: _____

Contact the COVID-19 Site Supervisor(s) named below with any questions or comments about this plan:

Name: _____ Phone #: _____

Name: _____ Phone #: _____

Contractors Declaration and Acknowledgement of Compliance

I, _____ as the Contractor of Record for the
(print name)
 above referenced construction project in the City of Carmel-by-the-Sea, declare and acknowledge that I have prepared and implemented this Construction Site Social Distancing Protocol & Safety Procedures Plan on the site. A copy of this protocol has been distributed to each employee, and will be posted on

the site in accordance with the Monterey County Health Officer's directive. I further acknowledge that the Jobsite Infection Prevention poster provided by the City of Carmel-by-the-Sea shall also be posted on the site. The mitigation measures described in the Protocol/Plan and poster shall be maintained; and both required postings shall be posted on site and made available to employees throughout the project or until the Co. Shelter-in-Place Order is lifted. I also acknowledge that failure to abide by the requirements of this plan may result in a Stop Work Order, citation, or other penalties as prescribed by law.

(Signature)

(Date)

(Print Name)