



**City of Carmel-by-the-Sea**  
**Building Safety Division**  
**Standard Operating Guidance**  
**SOG 20-05 Construction Site Pandemic Prevention**

**Background**

On May 1, 2020 the Monterey County Health Officer issued a revised Shelter-in-Place (SIP) order with specific guidance for construction site COVID-19 prevention under the Order. The City of Carmel is charged with enforcing the construction work provisions under the order. This SOG provides further guidance on how the Building Safety Division will be assisting contractors to comply with the Order requirements.

**Citations**

CA Health and Safety Code Sections 101040, 101085, and 120175  
CCR Title 24, Part 2, Volume 1 CA Building Standards Code Sec. 105.6  
Carmel Municipal Code Section 15.08.010 Building Code Adopted  
Monterey Co. Health Director, Shelter-in-Place Order dated May 1, 2020

**Guidance**

In general, under the Order construction activities were allowed to resume effective May 4, 2020 with additional requirements for social distancing and site safety. These include the development and implementation of a site-specific Social Distancing Protocol and specific infection prevention measures.

The Building Official has developed a Construction Site – Social Distancing Protocol and Safety Procedures Plan template to assist contractors in meeting the site posting requirements of Appendix B of the Order. In addition, a Jobsite Infection Prevention Poster has been developed to further inform workers of infection prevention measures required for the site. These documents are intended to simplify compliance with the Order’s jobsite notification requirements. Both documents are available in English and Spanish versions.

Effective Monday, May 4, 2020 all construction within the City of Carmel is allowed to proceed with the following stipulations:

1. For existing issued building permits, the contractor shall complete the Social Distancing Protocol and Safety Procedures Plan and submit a copy of the plan to the Building Safety Division for the project file.
2. For new, unissued permits, the Contractor of Record shall submit a copy of the completed Social Distancing Protocol and Safety Procedures Plan prior to issuance of the permit.
3. Contractors shall provide a copy of the Social Distancing Protocol and Safety Procedures Plan to all workers upon their first entry to the site and shall keep a copy of the Protocol/Plan and the Jobsite Infection Prevention Poster posted on the site in a clearly visible location.
4. Contractors shall designate a site-specific COVID-19 supervisor(s) who shall be on site at all times during construction activities. The supervisor(s) shall review the Protocol/Plan with all

workers and visitors to the construction site, and shall serve as the main point-of-contact for questions or concerns regarding site compliance and safety issues.

### **Enforcement**

Compliance with the Co. Order is the responsibility of the Contractor of Record for the site. The Contractor is required to implement the Protocol/Plan as directed in the Co. Order. The City building inspector, at the time of regularly scheduled inspections, will ensure that the Protocol/Plan and Infection Prevention Poster are posted on site and that the requirements are generally being implemented.

Initial non-compliance identified by the inspector will be brought to the attention of the contractor's COVID-19 Supervisor and will be documented in a Correction Notice. Any repeat non-compliance may result in a Stop Work Order being issued, additional fees, a citation, or other penalties as prescribed by law.