**COVID-19 SOCIAL DisTANCING Supervisor Responsibilities (WORKPLACE)**

**SOCIAL DISTANCING SUPERVISOR:**

The primary responsibilities of the SOCIAL DISTANCING SUPERVISOR are to establish, implement, and enforce policies for the protection of our employees, suppliers, visitors, and other personnel at this workplace.

The SOCIAL DISTANCING SUPERVISOR must ensure:

* All visitors, workers, and subcontractors sign in on the Workplace Visitor Log.
* All workers and subcontractors must self verify history, symptoms, and temperature before being allowed to enter the workplace.
* All workers have an initial [COVID-19 or Coronavirus training](https://www.nicasafety.com/covid19-resources).
* Workers do not share a pen or tablet device to sign for attendance or safety meeting. The meeting leader can sign on the workers’ behalf.
* [COVID Safety Requirements Posters](https://www.cdc.gov/coronavirus/2019-ncov/downloads/stop-the-spread-of-germs.pdf) are visible on site. (Handwashing, Cleaning, Reporting)
* Social Distancing of a 6’ separation is being maintained at all times. Desks or workstations may have to be moved to accomplish this.
* Workers that are traveling to and from the job site in company vehicles are doing so separately. No more than one employee per company vehicle.
* A routine and frequent [cleaning and disinfecting](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cleaning-disinfection.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprepare%2Fcleaning-disinfection.html) schedule is posted at the worksite.
* Sanitation supplies are fully stocked and available for use. Use [EPA recommended](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2) disinfectants for sanitizing.
* Eliminate need to touch doors and handles by propping open, if possible. (Security concerns may eliminate this option.)
* Adequate ventilation is provided by all doors being propped open for fresh air when safe to do so. (Security concerns may eliminate this option.)
* Handwashing stations or sinks must have soap and disposable towels at all times.
* Hand sanitizing stations can be used in addition to handwashing stations of sinks, but not instead of handwash stations or sinks.
* [Handwashing](https://www.cdc.gov/healthywater/hygiene/hand/handwashing.html) is required to being done regularly throughout the day.
* Shared tools and equipment must be wiped down with sanitizing wipes or soap and water prior to the next worker using the tool or equipment.
* Do not share phones in the workplace. Phones must be sanitized at the beginning and end of each shift.
* Encourage employees to bring their own lunch, do not allow employees to eat closer than 6’ together, and consider eliminating food trucks, where possible.
* All employees showing symptoms, such as [coughing or sneezing](https://www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html), are immediately sent home from the workplace.

If the SOCIAL DISTANCING SUPERVISOR observes a violation of the of any of these rules, then the worker may be subject to the company’s progressive discipline policy.

Labor and Industries, DOSH, will be enforcing the majority of these rules with [DOSH DIRECTIVE 1.70](https://www.lni.wa.gov/safety-health/safety-rules/enforcement-policies/DD170.pdf) General Coronavirus Prevention Under the Stay Home-Stay Healthy Order, dated 4/7/20.