**COVID-19 Site-Supervisor Responsibilities**

**SITE SUPERVISOR:**  **JOB SITE:**

The primary responsibilities of the SITE SUPERVISOR are to establish, implement, and enforce policies for the protection of our employees, suppliers, visitors, and other personnel at this [Phase 1 Construction Restart Low Risk Job Site](https://www.governor.wa.gov/sites/default/files/Phase%201%20Construction%20COVID-19%20Safety%20Requirements%20%28final%29.pdf?utm_medium=email&utm_source=govdelivery). Every contractor performing work at this site must have a designated COVID-19 SITE SUPERVISOR. The COVID-19 Site Supervisor must be onsite if there are 7 or more employees on site.

**The SITE SUPERVISOR must ensure:**

* A [COVID-19 Customized Site Safety Plan](https://www.nicasafety.com/covid19-resources) is on Site in binder.
* All visitors, workers, and subcontractors sign in on the [Jobsite Visitor Log](https://www.nicasafety.com/covid19-resources).
* All workers and subcontractors must self-verify history, symptoms, and temperature before being allowed to work on site.
* All workers have an initial [COVID-19 or Coronavirus training](https://www.nicasafety.com/covid19-resources), and then a weekly COVID-19 training while on the job site.
* Workers do not share a pen or tablet device to sign for attendance. The meeting leader can sign on the workers’ behalf.
* A [Jobsite Signed Written Notice of Work](https://www.nicasafety.com/covid19-resources) (Specific Jobs being Performed) is posted onsite.
* [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.
* [PPE](https://www.mbakscovid19.org/updates2/personal-protective-equipment-ppe-resources), including [Face coverings](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html) or masks, eye protection and gloves are to be warn at all times on the job site.
* Workers 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 or in the COVID-19 Site Safety Plan binder. Job sites with occupants must be cleaned *before* work begins and at least daily.
* 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.
* Adequate hand wash stations are installed/maintained at building entrances, break areas, food truck areas, offices, trailers, and job site egress areas.
* 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.
* Adequate ventilation is provided by all doors are propped open for fresh air when safe to do so.
* Sharing of any PPE is not allowed.
* 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.
* Encourage employees to bring their own lunch, do not allow employees to eat closer than 6’ together, and consider eliminating food truck 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 jobsite.

If the SITE SUPERVISOR observes a violation of the of any of these Phase 1 rules, then the worker will be asked to leave the site and may be subject to the company’s progressive discipline policy. Labor and Industries, DOSH, will be enforcing the majority of these [Phase 1 Construction Restart](https://www.governor.wa.gov/sites/default/files/Phase%201%20Construction%20COVID-19%20Safety%20Requirements%20%28final%29.pdf?utm_medium=email&utm_source=govdelivery) rules along 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.