

DCOCF COVID-19

Subcontractor Safety Information



Prevention and Protection

To Our Esteemed Team Members:

As we continue to place our customers in the for front of our services, delivering whatever it takes, and adapting to new climates, we face an unprecedented hour. The health and safety of our partners is our number one priority. The scale of disruption created by COVID-19 pandemic is extraordinary in most of our lifetimes. The Centers for Disease Control and Prevention (CDC) and the World Health Organization (WHO) continue to monitor the emergence of COVID-19, and as we continue to analyze the source of the risk. It is vital we sustain controllability to develop and strategize a plan adhering to the CDC, WHO, OSHA, and all other health and safety organizations in order to minimize spread and adapt to new challenges. The severity of the continued spread of this virus is still unknown, but there has been a dynamic and rapidly increasing

government response at the local, state, and federal levels over the past few days.

Although we may not perceive exactly what the virus implements, we are certain to take all applicable safety measures. To that end, we are providing information and guidance below.

General Safety Guidelines



- Wash hands thoroughly and frequently, using soap and hot water, for at least 20 seconds.
- Avoid shaking hands with anyone.
- Avoid touching eyes, nose and mouth with unwashed hands.
- Use hand sanitizers frequently.
- Keep hand sanitizers in delivery trucks and vehicles driven by the sales team and field members and use them frequently.
- Wipe down work areas, sales counters, phones, keyboards, common areas, door handles, and other frequently touched areas with antiseptic wipes several times throughout the day.
- Stay home if you feel sick.

Vehicle Cleanliness

- [Vehicle Cleanliness Tip Sheet](#)
- [EPA: Products for cleaning your vehicle](#)
- [Kelly Blue Book: \(Video\) How to clean your car to reduce the spread of coronavirus](#)

Gloves and Mask

- [OSHA Proper Glove Removal Technique](#)
- CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies) **especially** in areas of significant community-based transmission.
- [CDC Guidelines on mask](#)
- [CDC Handout: How to make your own cloth face mask](#) (PDF)

Jobsite Safety

- Establish a daily screening protocol for arriving staff, to ensure that potentially infected staff do not enter the work site. If workers leave and re-enter the work site during the shift, re-screen individuals prior to re-entry into the worksite.
- Provide a daily tailgate session reviewing site protocols to mitigate the potential spread of the virus. As information is changing continuously regarding COVID-19, these tailgates should occur daily, and contractors should document attendance and require worker signatures.
- Regularly clean and sanitize trailers, toilets, and other enclosed spaces.
- Social distancing must be maintained in elevators and lifts. Establish a regular cleaning and disinfection schedule for elevators and lifts.
- Establish a cleaning and decontamination protocol prior to entry and exit of the job site. Establish a similar cleaning protocol within the job site area.
- Establish cleaning and/or handwashing stations within the work areas.
- They should be of sufficient quantity to allow staff to remain within the work areas without exiting into break areas. It is critical to adequately maintain these stations continuously.
- Establish adequate time in the workday to allow for proper cleaning and decontamination, including prior to leaving the job site for the day.
- Ensure easy access to parking since public transit is limited.

Available Resources

- [DCOCF COVID-19 Website](#)
- [DCOCF Site Specific Safety Plan](#)