

Exhibit A: City of Boston Covid-19 Construction Site BEST PRACTICES WORKSHEET

The City of Boston wants to ensure that all companies who are doing permitted construction work in the city have taken precautions to improve safety for their workers.

Below is a non-exhaustive list of CDC, OSHA, Commonwealth of Massachusetts and industry best practices and guidelines to address the project hazards due to COVID-19. All projects must develop a project-specific Safety Plan for COVID-19 that addresses the CDC, OSHA, and Commonwealth of Massachusetts guidelines and best practices. This written plan must be provided to the City and all workers on site. This Safety Plan must be in place before any work can begin on site.

Your Safety Plan should meet the applicable standards set forth in the Massachusetts Covid-19 Guidelines and Procedures for All Construction Sites. Please use this worksheet to aid your development of that Safety Plan. We are mindful that building construction & roadway construction differ. If you check “no” to any of these items, please include in your safety plan your justification for why you checked “no” including your alternative approach to ensuring safety in that area.

Safety Steps Before Shifts Start

- Controls are in place to ensure that symptomatic workers stay or are sent home yes no
- Those controls include daily self-reporting for all workers yes no
- As part of self-reporting, temperature checks are available yes no
- A safety officer documents daily that these controls were in place yes no
- All deliveries and materials are washed prior arriving at the job site yes no
- All non-essential visitors are not allowed on the site yes no
- All employees shall travel separately to work sites yes no

Job Site Hygiene

- Hot water stations with liquid soap and/or hand sanitizer stations are easily available, with Covid-19 hand-washing instructions yes no
- Cleaning of high touch surfaces such as tools and vehicles to meet CDC, OSHA and MA standards yes no
- Number of restrooms or port-a-potties is sufficient, are cleaned daily, and facilities are provided for washing hands after use yes no
- Places to change clothes on site are available yes no
- Number of trash receptacles are appropriate and emptied daily yes no

Social Distancing on the Job Site

- Shift size is appropriate to maintain 6' separation in work areas ___ yes ___ no
- Social distancing is maintained during breaks ___ yes ___ no
- Shift times allow distancing at vertical transportation points ___ yes ___ no
- Plans are in place to best manage social distancing:
 - At elevators and the queue for elevators ___ yes ___ no
 - At hoists and the queue for hoists ___ yes ___ no
 - At eating areas and other break areas ___ yes ___ no
- Single trade per floor is used to maintain 6' distance ___ yes ___ no
- Canteen trucks are eliminated ___ yes ___ no
- Job site meetings, stand downs and tool box talks happen outside and follow social distancing and/or are held via call or video ___ yes ___ no
- Return of the workforce to the job site is managed over the course of weeks to allow for adequate training and social distancing ___ yes ___ no
- Physical barriers are used to define and secure the work zone ___ yes ___ no

Personal Protective Equipment

- Policies are in place to use PPE during work & breaks ___ yes ___ no
- This includes:
 - Gloves ___ yes ___ no
 - Facial coverings or masks ___ yes ___ no
 - Eye Protection ___ yes ___ no
 - Face Shields ___ yes ___ no
 - Tyvek Suits ___ yes ___ no
 - Shower Stations, if required by work activities ___ yes ___ no

Communications and Job Site Training

- All employees will receive project-specific Covid-19 training ___ yes ___ no
- CDC Covid-19 safety signage is prominently displayed on the site ___ yes ___ no
- All employees will be given written communications on Covid-19 ___ yes ___ no
- All employees will participate in a safety stand down on Covid-19 ___ yes ___ no
- Assigned staff ensure adherence to the Covid-19 Safety Plan ___ yes ___ no

Covid-19 Project Specific Planning

- There is a designated safety manager implementing this plan ___ yes ___ no
- There is a written Covid-19 Exposure Response Plan that includes:
 - Worker screening plan if temperature is exceeded ___ yes ___ no
 - Quarantine plan to isolate potential personnel exposure ___ yes ___ no
 - Plan to transport the patient to a health care provider ___ yes ___ no
 - Plan to remove all workers from area of exposure ___ yes ___ no
 - Plan to clean all areas of exposure ___ yes ___ no
 - Plan to trace connections back to other workers ___ yes ___ no
 - A return to work protocol ___ yes ___ no