

## CONSTRUCTION AND SURVEYS - FIELD STAFF AWARENESS

As a part of the CTDOT COVID 19 response efforts, the following guidelines have been developed by CTDOT Construction and Surveys in conjunction with CTDOT Occupational Health & Safety. Where this guidance does not meet or exceed the standards put forth by the Centers for Disease Control(CDC), the State of Connecticut or the General Contractor, the more stringent standard shall apply.

### IMPORTANT – If you are not feeling well GO HOME OR STAY HOME

- If you are exhibiting any signs of illness, fever, heavy cough or shortness of breath, report your illness to your supervisor (via phone, text or email) immediately and head home from the job site or stay home if already there.
- Contact your Physician or Health Care Provider for specific directions and inform your supervisor.

### Hand Washing and Hand Sanitizers

- Hand Washing – Washing your hands often with soap and water for at least 20 seconds is still the most effective precaution to take. Wash your hands after using the restroom, after you have been in a public place, before and after eating or after blowing your nose, coughing, or sneezing.
- Hand Sanitizer –Using a hand sanitizer is not as good as washing your hands however, if soap and water are not readily available, clean your hands, as well as you can, before using a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands, including around and under fingernails, and rub them together until they feel dry.



### Avoid Public Spaces

- Employees are encouraged to pack meals and snacks as needed for the project duration and avoid visiting stores and restaurants. If necessary, modify your schedule to avoid restaurants and public restrooms during peak, i.e., crowded, periods to minimize contact with the public. Use drive-through service for food pick-up if available.
- Avoid eating lunch as a group and rotate breaks to eliminate congregation, try to do so outside or in a space with open windows (wipe down windows prior to opening and use gloves to open). Maintain a distance of 6 feet and do not share dishes (e.g., bag of chips, communal salad bowl, etc.) Refrain from sharing the field office coffee pot.

### Driving to and From the Job Site

- Avoid being in enclosed spaces with poor air circulation where you would be in close contact with other people. Drive separately whenever possible. If personal vehicles are used, they must be in good condition, have proper insurance, strobe light (if necessary). If sharing of a vehicle is absolutely necessary, roll down the windows to let air circulate.
- Avoid touching potentially contaminated surfaces in vehicles. Use an EPA registered disinfectant to wipe down all "touch point" surfaces in vehicle, including, but not limited to, door handles, steering wheel, controls on dash, and any other parts of the cab that may be a touch point, before and after use and throughout the day.
- If possible have antibacterial wipes and hand sanitizer in vehicles and accessible at all times. If possible, wear disposable nitrile gloves while driving. Use a new pair of nitrile gloves when appropriate. If gloves are not available, wash hands before and after entering and leaving vehicle.



### Social Distancing & Meetings

- Maintain a minimum 6-foot distance from others. Practice social distancing at tailgate meetings, in break rooms and in job trailers.
- Minimize in-person meetings. Conduct meetings via conference calls if possible. Do not convene meetings of more than 5 people maintaining 6-foot distance requirement. Recommend use of cell phones, texting, web meeting sites and conference calls for project discussion.

- Limit the number of people in job trailers and other confined areas at any one time. If possible, hold meetings outside. If indoors, open window(s) for circulation. Sanitize window handles prior to opening, if available use gloves.
- Wipe down keyboards, mouse, phone, headset/headphones, any other "touch points".

### **Working in the Field**

- Wear safety glasses and gloves whenever possible to avoid contact. Avoid touching face, eyes, nose, and mouth. Cover your mouth and nose with a tissue when you cough or sneeze, or use the inside of your elbow. Throw used tissues in the trash. Immediately wash or sanitize your hands.
- When handling shared equipment and tools, wipe down and disinfect equipment before and after use with disinfectant, soap and water or 60% alcohol wipes.
- When possible wear disposable gloves when handling tools or equipment, and replace them regularly. Remove gloves and disinfect hands prior to eating or drinking.
- If using outside toilet facilities (i.e. Porta Johns), use a napkin or disinfectant towel to open door. If possible, wear gloves prior to entering the toilet; verify there is hand sanitizer prior to removing gloves and using facility. Use a paper towel to grasp door handle when exiting bathroom. If gloves were used, dispose of in a trash receptacle. Use hand sanitizer after leaving facility or after disposing of the gloves.
- Limit contact of shared items. Wipe down surfaces before coming into contact with them. Wash hands after handling or wear disposable gloves.

### **Disinfectants, Sanitizers and Cleaning Products**

Always follow the manufacturer's instructions for all disinfects, sanitizers and cleaning products (e.g., concentration, application method and contact time.) Clean and disinfect common touch points and surfaces that include but are not limited to:

#### **Special Notes**

- Disinfectants that are effective against COVID19 are EPA registered and listed on; List N Products with Emerging Viral Pathogens AND Human Coronavirus claims for use against SARS-CoV-2. List N is constantly being updated. Refer to the EPA website at <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
- The CDC recommends hand sanitizers that contain at least 60% alcohol.
- Alcohol based sanitizer solutions intended to be used on surfaces is contain at least 70% alcohol.

### **How to Clean and Disinfect Surfaces**

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.
- Diluted household bleach solutions can be used if appropriate on surfaces. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.

### **Clean Frequent Touch Points**

The cleaning and disinfecting of common touch points is a very important prevention strategy. Clean and disinfect common touch points and surfaces that include but are not limited to:

- Table tops, countertops, coffee pots, refrigerator, microwave, dishwasher, toaster handles, water dispensers, sink faucets
- Hand rails, doorknobs, handles, light switches, elevator buttons, cabinet knobs, file drawer handles, Arms on chairs
- Copier, printer, fax buttons, staplers, paper cutters, scissors, tape dispensers, writing utensils, phone receivers, keypads

Visit the CDC webpage on cleaning and disinfecting procedures.

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html>