

Guidance for ACT & Region Construction Sites on COVID-19

This guidance note has been adapted from that produced by the NSW Government, and is developed to inform the construction industry, including supply chains, of measures that can be put in place to protect workers and the community from COVID-19. These measures apply in addition to any Health order or requirement of the ACT Health.

This information has been produced in conjunction with current public health requirements for the ACT and is intended to manage and address the impacts of COVID-19 on the building and construction industry in the ACT. **Slow work is better than no work.**

The best way to manage COVID-19 is to control the risk. This responsibility starts with our Principal Contractors and extends to all subcontractors and suppliers, and individual workers who are working on, near, or delivering, to construction sites. Together, we should be enacting all necessary measures and taking all steps possible to keep sites COVID-19 free and to give our industry every chance of continuing to operate.

This information is intended to apply to any construction site in the ACT, including a small renovation, new home building, commercial construction, or civil and infrastructure construction. This information can be incorporated and enhanced by Principal Contractors in their site specific COVID safety plans.

In addition to the risk of COVID-19, the mental health and wellbeing of construction workers should remain under focus. Regular engagement with specialist providers, like OzHelp, is crucial during this time.

Site Access

	Options to consider in addition to government directives and guidance
Enhance site access protocols	<ul style="list-style-type: none"> • All non-essential personnel and visitors should be restricted from entering site unless they are required to be physically on site and cannot conduct their essential business via other means (such as Face Time etc) • Each construction site to use the Check-in CBR app or an existing digital check in system (eg. SIMPEL or SignOnSite) in place. Screening questions or declaration to be incorporated into check in process to identify workers from outside the ACT • Limit the entire workforce from being in contact with one another where possible • Separate groups of workers when entering and exiting sites • Monitor entry and exit points to maintain social distancing and prevent over-crowding, including provision of supervision, line marking, clear signage • Minimum site signage to include: social distancing, sanitation, hand washing messaging
All new personnel attending site undertake a COVID-19 Self-Assessment	<ul style="list-style-type: none"> • Put in place a process to deal with vulnerable persons, in line with ACT Health advice by virtue of age, health condition and/or pregnancy
Site Inductions	<ul style="list-style-type: none"> • Site inductions and SWMS reviews/toolbox talks should utilise online and videoconferencing delivery, where possible

	<ul style="list-style-type: none"> • Inductions should be updated to incorporate COVID-19 management requirements • Inductions to specifically encourage all workers to get vaccinated, if they haven't already been
COVID Contact Officer	<ul style="list-style-type: none"> • A COVID Contact Officer is required for all sites. The contact details of this person should be displayed and clearly visible at the site entrance or property boundary • This person is who will be contacted by ACT Health in the event that contract tracing is required on the building and construction site • For residential or small construction sites, the COVID Contact Officer is the Builder identified on the <i>Notice of Building Work</i> sign • For larger sites, the COVID Contact Officer is the <i>Emergency Contact</i> listed at the front of the site

Social Distancing and Segregation

	Options to consider in addition to government directives and guidance
Segregating the workforce and teams	<ul style="list-style-type: none"> • Facilities and arrangements to be put in place to provide appropriate distancing for pre-start briefings, Toolbox Talks and other site based meetings, break periods and meals • Create additional meal facilities and amenities (if practicable) in outdoor environments within the confines of the site • Increase provision of fresh air in indoor facilities, and reduce the number of people allowed entry at any one time • Work crews to be segregated (as far as practicable) into identifiable groups and kept physically separated
Access and egress	<ul style="list-style-type: none"> • Establish clear arrangements for distancing and separation at points of general access and egress including stairways, lifts, hoists, evacuation routes and muster points • Where possible, limit hoist movements where physical distancing cannot be achieved
Deliveries	<ul style="list-style-type: none"> • Delivery drivers to comply with the National Freight Code where relevant • Delivery drivers must comply with the safety protocols while outside of the ACT, as outlined by ACT Health • If a driver has been out of the ACT overnight and visited an area of concern and attended public places, they are required to quarantine, so contact on site should be avoided and they should remain in their vehicle • Deliveries to comply with conditions of ACT Health exemption for Freight and transport workers - • Wherever possible arrange for interstate deliveries to be taken to a depot in the ACT and then delivered to site
Use of site vehicles, plant and equipment	<ul style="list-style-type: none"> • Site vehicles and plant should be operated by a designated operator, not shared and regularly cleaned • The clean should include the inside of vehicle cabs, including between use by different operators if this cannot be avoided

Staggering work activities	<ul style="list-style-type: none"> • Work activities where social distancing cannot be maintained should be reconsidered. A process of control should be clearly documented and followed where activities are essential for safety or other reasons, and social distancing cannot be maintained
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Enhanced Health and Hygiene

	Options to consider in addition to government directives and guidance
Indoor air quality	<ul style="list-style-type: none"> • Maximise the provision of fresh air into indoor spaces • Minimise the recirculation of air • Increase ventilation rates • Maintain 1 person / 4sqm
Personal hygiene	<ul style="list-style-type: none"> • Require all workers to wash or sanitise their hands before entering or leaving the site and provide hand cleaning facilities near all entrances and exits (including at the site sheds) • Wear the required personal protective equipment, including masks, gloves and glasses which will provide additional protection
Masks	<ul style="list-style-type: none"> • Masks should be worn where social distancing cannot be maintained or achieved, when working indoors on a construction site
General cleaning requirements	<ul style="list-style-type: none"> • Maintain prescribed standards for daily cleaning and sanitation across the worksite including toilet, eating, changeroom and shower facilities • Enhance cleaning protocols in communal areas such as reception, delivery areas, turnstiles, entrance points, lifts, hoists, printers, plant and machinery controls, handrails, taps and washing facilities • Rubbish collection and storage points should be increased and emptied regularly throughout and at the end of each day
Becoming unwell	<ul style="list-style-type: none"> • Ensure clear protocols are in place, in line with ACT Health directives, for the isolation, quarantine, transport, support and reinstatement of persons that become unwell in relation to COVID-19 • Enforce clear protocols for the management of persons attending site who have been experiencing COVID-19 symptoms or are generally unwell or who have identified as being in an 'area of concern'

Promote awareness and understanding

	Options to consider in addition to government directives and guidance
Awareness, training and consultation	<ul style="list-style-type: none"> • Introduce a program to provide regular, well-informed training, advice and resources to all workers, in relation to personal hygiene, increased risks of indoor environments, updated infection control practices and the adherence to COVID-19 control requirements. Ensure that any written or visual information is Culturally and Linguistically Diverse (CALD) compatible.

Monitoring	<ul style="list-style-type: none"> Review the existing levels of supervision required to engage, monitor and instruct the compliance to COVID-19 guidelines and directives
Vaccinations	<ul style="list-style-type: none"> Encourage all workers to get vaccinated as soon as possible Support workers to get vaccinated by allowing flexible work arrangements, allowing leave, and use of personal leave if suffering side-effects

Travel to Site

	Options to consider in addition to government directives and guidance
Arrangements that support workers to travel to site <u>alone</u> using their own transport	<ul style="list-style-type: none"> Consider providing access to car parking facilities Travel during non-peak periods Discourage carpooling as a mode of transport

Vaccination

	Options to consider in addition to government directives and guidance
Encouraging and supporting workers to get vaccinated when they are able to do so	<ul style="list-style-type: none"> Provide suitable time for workers to be vaccinated Identify and communicate locations near sites where vaccinations are available Communicate ACT Health eligibility processes for vaccinations Encouraging the workforce to be vaccinated using Government posters available online