

# Operational guidelines on preparedness and response for COVID-19 outbreak for work settings

## Building and Construction Industry

Please follow the relevant sections of the General Guidelines (published in this webpage) in addition to the following specific measures.

### **Physical distancing**

- Limit physical interactions between workers, staff and any other persons at the site (e.g. deliveries). Use other methods of communication such as mobile phone or radio transmitters.
- Limit the number of workers to the minimum required as much as possible.
- Arrange shifts to reduce the number of workers onsite at any given time.
- Establish specific walkways through the construction site to maintain physical separation.
- Lunch breaks and tea breaks to be given in a batch-wise manner to prevent overcrowding in the canteen/meal room.
- The minimum distance of one meter is to be maintained among persons in the canteen. The furniture should be arranged to encourage this.
- Avoid sharing glasses, plates and other utensils during meals.
- Meals/food/ beverages served in buffet style must be served by dedicated person(s).
- Conduct toolbox and other meetings online if possible. If not, conduct such meetings in wide open spaces to enable workers to keep the required physical distance of at least one meter.
- Limit the number of workers in the hoist/lift at any given time. Promote the use of stairs.
- Postpone non-essential training.
- Place signage about physical distancing and other special measures in place around the worksite.
- Ensure strict supervision and monitoring of adherence to physical distancing and other special measures at the worksite.

### **Cleaning and disinfecting surfaces**

- Maintain regular housekeeping practices, including routine wiping/cleaning and disinfecting of surfaces, equipment, and other items in the work environment. After cleaning by damp dusting/wet mopping or washing with soap and water or a general-purpose detergent,
  - metal surfaces shall be disinfected with minimum of 70% v/v alcohol solution
  - non-metal surfaces be disinfected with 0.1% sodium hypochlorite solution
- Frequently touched surfaces on a construction site, including any plant, equipment, lifts, hoists, handrails and doors, should be cleaned and disinfected regularly using appropriate disinfectants.
- Worker's tools, shall be disinfected using isopropyl alcohol solution before the day/shift begins and each time they are shared between workers.
- Ensure that site amenities, including meal rooms, site offices, changing rooms, toilets, wash rooms be cleaned as per routine schedule (Please ref to the main guideline).

- The door knobs/handles shall be cleaned and disinfected before every shift and every three hours. Floors, office equipment and furniture shall be cleaned with disinfectant a minimum of twice a day. (Or after every shift in places where there are shift duties.)
- Leave access doors open so that contact surfaces are minimized.
- Provide workers with cleaning agents. They should be trained to clean and disinfect contact surfaces of the plant or equipment immediately after use. Each worker should be provided with their own equipment whenever possible to prevent cross contamination.
- Cleaning staff should wear gloves and wash their hands with soap and water or use alcohol based hand sanitizer before wearing gloves. Washing points, gloves and alcohol-based hand sanitizers should be made available throughout the construction site.
- The worksite should be provided with closed bins for workers where appropriate to hygienically dispose of waste such as used tissues. They need to be educated to wash their hands properly.

#### **Adequate and accessible facilities**

- Washroom facilities must be provided with adequate supplies of soap, water and hand sanitizers. Washrooms must be kept clean and in good working order. Number of washrooms should be adequate (at least one for 20 workers) and separate toilets for males and females. Ensure an adequate number of hand washing stations.
- If creating a new eating or common area to enable physical distancing, ensure these areas are adequately equipped (Eg: drinking water, waste bins),
- Ensure maintaining meal rooms and changing rooms in hygienic manner (Refer to relevant sections in the general guidelines).
- Ensure proper and safe waste disposal in the worksite.

#### **Deliveries and visitors attending the workplace**

- Non-essential visits to the workplace should be prevented or postponed.
- Deliveries and visitors who need to come to the worksite should be given clear instructions of the health requirements while they are in the site and monitor them.
- Minimize the number of workers attending to deliveries and sub-contractors as much as possible.
- Visiting truck drivers and cleaners shall not be allowed to freely roam in the site and restrict them only to the vehicle as much as possible. Use other methods such as mobile phones to communicate with them wherever possible.

Director General of Health Services

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