



Dear Members of the OFCC Design and Construction Community,

Thank you for your partnership as we navigate through the coronavirus (COVID-19) pandemic. On March 22, 2020, Ohio Department of Health Director Amy Acton, MD, MPH, issued a [Stay at Home Order](#) (Order) to further prevent the spread of COVID-19 in Ohio. The Order is in effect from 11:59 pm on March 23, 2020 through 11:59 pm on April 6, 2020, unless rescinded or modified. The full text of the Order is attached.

The Order notes several exemptions, including an exemption in Part 9, providing for the continuation of most construction as Essential Infrastructure. The Order authorizes individuals to leave their residence to perform work to offer, provide, operate, maintain and repair Essential Infrastructure. Essential Infrastructure includes construction, including public works and school construction.

To help prevent the spread of COVID-19, the Order requires businesses and employers who work on such projects to take proactive measures, including:

- Complying with social distancing requirements outlined in Part 15
- Complying with the COVID-19 checklist outlined in Part 18

If an employee is suspected of having, or is diagnosed with, COVID-19, the company must immediately isolate the employee to a location away from other workers and report this incident to OFCC and the Project owner. Other employees who had direct contact with the individual must be quarantined from the Project for the CDC or ODH recommended protocols. Through their designated Workplace Coordinator, the company must cooperate and respond to OFCC information requests regarding the incident.

Although the Order defines construction as Essential Infrastructure, project continuation is based on each company's determination as to whether it is essential and is also subject to orders and restrictions of local health departments, local governments, and the Project Owner.

In addition, consistent with the OFCC's standard conditions of contract or terms and conditions and the Order, companies must follow more specific protocols for OFCC administered state projects. These protocols may also be supplemented and enhanced on a case-by-case basis by the Project Owner.

Companies must:

- Designate a Workplace Coordinator (which can be a current staff member) who will be responsible for COVID-19 issues and their impact at the workplace for each of the company's OFCC projects.
- Comply with the Centers for Disease Control (CDC) [Interim Guidance for Businesses and Employer to Plan and Respond to Coronavirus 19 \(COVID-19\)](#), dated 3/21/2020 or most recent version.

- Comply with the Occupational Safety and Health Administration (OSHA) [Guidance for Preparing Workplaces for COVID-19](#), “Steps All Employers Can Take to Reduce Workers’ Risk of Exposure to SARS-CoV-2,” OSHA 3990-03 2020.
- Implement a protocol for testing and ensuring that employees are healthy when arriving on the job-site. This protocol includes taking temperatures of employees and asking appropriate questions concerning employee health. A log for all employees entering the job-site must be maintained and provided upon request. Any employee with a temperature of 100.4 degrees Fahrenheit or greater must be sent home and encouraged to contact his/her health provider. A separate protocol is noted below for employees determined or diagnosed as COVID-19 positive.
- Conduct all project meetings, including Progress Meetings, remotely. If an on-site meeting is mandated due to on-site circumstances, it should be in open-air environments of less than 10 individuals, with appropriate social distancing.
- Provide hand washing stations for all project sites that do not have running water. Individuals need to follow appropriate CDC protocols for hand washing.
- Conduct daily cleaning of project trailers and washroom facilities (temporary or permanent).
- Conduct daily cleaning of tools and equipment.
- Institute a mandatory glove policy to limit transfer and/or sharing among employees.
- Stagger start and end times to allow Projects to proceed and allow more space between workers to comply with Social Distancing requirements in the Order.
- Limit elevator or hoist limits to no more than 3 employees if Social Distancing cannot be maintained with more employees.
- Institute heightened protection procedures for employees that necessarily must work in closer contact than the Social Distancing requirements. These procedures should include personal protection equipment, including approved masks, gloves, and clothing.
- Document compliance with the safety protocols.

The implementation and adherence of these safety protocols are the responsibility of the companies, as are all other aspects of worker safety. These safety protocols may be updated from time to time, and in accordance with other guidelines and Orders.

For more information and resources about COVID-19, visit coronavirus.ohio.gov and call 1-833-4-ASK-ODH with your questions. You may also contact your local health department.

Please direct questions regarding OFCC-specific guidelines and protocols to Coronavirus@ofcc.ohio.gov.

Respectfully,

Cheryl J. Lyman

Executive Director