

COVID-19 AND SOCIAL DISTANCING AT THE WORKSITE

While it is not always hazardous to work alone, it can become hazardous when the work environment changes; the change to social distancing (physical distancing) is one example. The risk will depend on the location, type of work, interaction with the public, or if an emergency, incident, or injury occurs. **It is always important to assess each situation individually.**

DEVELOP A SAFE WORK PROCEDURE

Can work tasks be safely completed with a smaller number of workers at the worksite?

Conduct a Risk Assessment using the [Risk Assessment and Worksite Precautions](#)

- The worker and supervisor will identify which tasks are essential to maintain the integrity of the worksite and business operations, and which tasks can temporarily be put on hold.
- The workers will conduct a Field Level Risk Assessment (FLRA) at the beginning of each shift.

FLRA could include:

- Options for social distancing at the worksite.
 - Recording how many people are at the worksite during that shift.
 - Identifying location-specific hazards (unsafe areas, isolation, poor lighting, unsafe building, accessible parking, etc.).
 - The presence of, or exposure to, dangerous items (hazardous chemicals, illness, etc.).
 - Identifying how accessible the worksite is to non-workers.
 - Other:
- The safe work procedure should include the following:
 - Steps the worker will take to be safe at the worksite and reduce exposure to COVID-19.
 - Access to handwashing facilities or hand sanitizer.
 - A schedule for disinfecting work stations and common areas, including providing the products required (for example, disinfecting wipes and hand sanitizer at workstations).
 - The estimated time workers will be at the worksite.
 - Check-in and check-out procedure.
 - Designate a Site Supervisor for each shift.
 - Updated incident and emergency procedures

TRAIN WORKERS ON SAFE WORK PROCEDURES

- Do the workers understand how to identify exposure risks related to COVID 19?
- Do the workers understand how to reduce their exposure to COVID-19?
- Do the workers understand your company's safe work procedures for entering and working in the reduced-staff work environment?
- Have you and your workers developed a check-in procedure for starting and ending a shift? (See page 2).
- Have the workers received training to correctly use any Personal Protective Equipment (PPE) required to perform tasks assigned to them, or to reduce the risk of exposure?
- Have the workers reviewed and understood the requirements of self-monitoring for symptoms?

Government of the Northwest Territories (GNWT), Health and Social Services:

<https://www.hss.gov.nt.ca/en/services/coronavirus-disease-covid-19/advice-nwt-residents>

Government of Nunavut, Department of Health:

https://www.gov.nu.ca/sites/default/files/updated_03-18-2020_know_the_difference_isolation_and_monitoring_poster_eng.pdf

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Check-in Procedure

Supervisor Name		Supervisor Contact Number		Date
Worker		Worker Contact (Phone and Email)		
Worksite Supervisor (Establishes who is at the site on any given shift and Emergency Response Procedures)				
Tasks				
Shift Start Time (Worker Check-in required)		Work Shift End Time (Worker Check-Out Required)		
Designated Check-In Contact Person		Name		Phone Number
Check-In Frequency and Method			Method	Frequency
<p>Emergency response plan if there is a workplace incident OR if the worker does not check in or respond to a call:</p> <ul style="list-style-type: none"> • Designated check-in person will call supervisor • • • • <p>If worker encounters an unsafe situation, immediately notify the designated emergency contact person. If necessary, call Emergency Services in your community</p>				
Employer Signature				
Supervisor Signature				
Site Supervisor Signature				