

COVID-19: Safety Site Assessment Checklist

This checklist is intended for implementation at the group level. Facilities Services, labor studio Principal Investigators and RM/EHS will conduct a walkthrough and survey of instructional-based activity spaces prior to instructional-based activity re-openings post closures due to COVID-19. If you discover a hazardous condition that poses a threat to you or to others, call EHS immediately at (323) 343-3531 or 911. If you have and COVID-19 symptoms or if you are feeling sick, please contact your healthcare provider.

BUILDING:	ROOM NO.:
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YES	SAFETY SITE ASSESSMENT
<input type="checkbox"/>	Determine how physical distancing standards will be applied – include sketches of instructional-based activity and number of sq. ft. Physical distancing adequate distancing .
<input type="checkbox"/>	Has capacity been determined? _____
<input type="checkbox"/>	Have public or common area (e.g. restrooms, elevators) cleaning protocols been reviewed? _____ Nearest restroom location: _____
<input type="checkbox"/>	Personnel must wash hands immediately and frequently and in accordance with CDC recommendations, before touching any surfaces.
<input type="checkbox"/>	Sterilize working surfaces with approved disinfectants . Use EPA-registered hospital disinfectants with label claims to be effective against SARS-CoV-2 . Follow manufacturer's recommendations for use, such as dilution, contact time, and safe handling.
<input type="checkbox"/>	Develop communication strategy for team members (email, notifications, etc.) in the event of a COVID-19 exposure.
<input type="checkbox"/>	If applicable, identify equipment that will need to be recalibrated/certified and serviced . Schedule such service before having anyone arrive on campus. Distancing needs to be maintained with service technicians in addition to regular instructional-based activity members.
<input type="checkbox"/>	Protective Equipment , i.e. Disposable gloves, face shields or other PPE, is available for all personnel.
<input type="checkbox"/>	Cloth face coverings are required to be worn at all times.
<input type="checkbox"/>	COVID-19 signage for posting at entrance and usage of PPE .
<input type="checkbox"/>	Completion of COVID-19 Safety Training by each instructional-based activities personnel.
Name of Faculty or Director: _____ Signature: _____ Date: _____	
RM/EHS Representative: _____ Signature: _____ Date: _____	
Facilities Representative: _____ Signature: _____ Date: _____	