

TOOLBOX TALK - WORKING UNDER PHASE 1

GUIDELINES-COVID-19

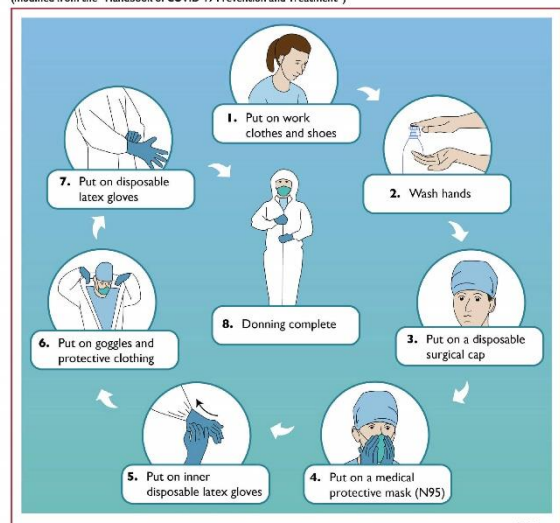
Remember, people are navigating through many personal challenges during this pandemic. This is the time when it is easy to have accidents because we are distracted. The health guidelines in place must be followed at all times, along with safety. We need to work together as a unified force to keep our jobsite safe.

Stay mindful and be cautious throughout the day.

Do:

- Upon arrival at the jobsite get screened and take your temperature
- Treat safety & health as an important job responsibility.
- Think ahead all day, every day, no matter what you are doing.
- Plan each job before you start.
- Think about what could go wrong and how you will prevent problems and accidents.
- Provide suggestions if something is not working.
- Inspect tools and equipment before you use them.

Figure 5 Guidance on donning personal protective equipment (PPE) to manage COVID-19 patients (modified from the "Handbook of COVID-19 Prevention and Treatment")



- Keep the safety & health rules in mind while you work.
- Pay attention to what you are doing and avoid distractions.
- **Always stay 6 feet away from everyone.**
- Ask questions when you are unsure of what to do or how to do it.
- Take safety and virus prevention training seriously.
- Tell your supervisor immediately if you are feeling sick and go home!

DON'T:

- Ignore any safety hazard—remove it, repair it, or report it.
- Turn a blind eye to coworkers' unsafe actions—talk to them about the risks and the precautions.
- Bypass safety procedures—or let others talk you into doing so.
- Neglect to use required PPE. Gloves, eye protection, and masks are required 24-7.
- Fail to clean your hands before and after using the restroom, before and after eating, after sneezing, blowing your nose, and after using a shared tool.
- Rush, take shortcuts, or skip steps. BE CAUTIOUS!
- Ignore good housekeeping & disinfecting procedures in your work area.