

Coronavirus Site Checklist

Client/Contractor	Site		
Client/Contractor Region (if applicable)	Date		
Previous Cases		Yes	No
Have there been any Coronavirus cases confirmed relating to workers on this site?		<input type="checkbox"/>	<input type="checkbox"/>
If yes, what action was taken?			
Travel		Compliant	
		Yes	No
Do you have sufficient parking arrangements for additional vehicles and bicycles?		<input type="checkbox"/>	<input type="checkbox"/>
Are other means of transport to avoid public transport viable in this area? e.g. cycling		<input type="checkbox"/>	<input type="checkbox"/>
Are hand cleaning/washing facilities compliant with CLC/Build UK requirements available at entrances and exits? Note: This should be soap and water wherever possible or hand sanitiser if water is not available.		<input type="checkbox"/>	<input type="checkbox"/>
What procedures do you have in place detailing how someone taken ill would get home?			
Site Access Points		Yes	No
Are all non-essential visitors prohibited from attending site?		<input type="checkbox"/>	<input type="checkbox"/>
Can 2 metre social distancing be maintained on all access routes to and from all work areas?		<input type="checkbox"/>	<input type="checkbox"/>
What monitoring of site access points is undertaken to enforce social distancing?		<input type="checkbox"/>	<input type="checkbox"/>
Have you disabled/removed entry systems that require skin contact? e.g. fingerprint scanners		<input type="checkbox"/>	<input type="checkbox"/>
Are all workers required to wash or clean their hands before entering or leaving the site?		<input type="checkbox"/>	<input type="checkbox"/>
What procedures are in place to ensure regular cleaning of common contact surfaces in reception, office, access control and delivery?			
Are you ensuring that drivers remain in their vehicles if the load will allow it and that they must wash or clean their hands before unloading goods and materials if not?		<input type="checkbox"/>	<input type="checkbox"/>
Hand Washing		Yes	No
Have additional hand washing facilities to the usual welfare facilities been provided if the site is large and/or spread out or significant numbers of personnel are on site?		<input type="checkbox"/>	<input type="checkbox"/>
Is soap and fresh water readily available and kept topped up at all times?		<input type="checkbox"/>	<input type="checkbox"/>
Is hand sanitiser provided where hand washing facilities are unavailable?		<input type="checkbox"/>	<input type="checkbox"/>
Are you regularly cleaning the hand washing facilities and checking soap and sanitiser levels?		<input type="checkbox"/>	<input type="checkbox"/>

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Hand Washing (ctd)	Yes	No
Are suitable and sufficient rubbish bins provided for hand towels with regular removal and disposal?		
Toilet Facilities	Yes	No
Are you restricting the number of people using toilet facilities at any one time? e.g. using a welfare attendant		
Are you ensuring that the workforce wash their hands before and after using the facilities?		
Are enhanced cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush in place?		
Canteens and Eating Arrangements	Yes	No
Are dedicated eating areas identified on site to reduce food waste and contamination?		
Are break times staggered to reduce congestion and contact at all times?		
Are hand cleaning facilities or hand sanitiser available at the entrance/exit of any room where people eat and are workers encouraged to use this when entering and leaving the area?		
Do you have facilities for the workforce to use where they bring pre-prepared meals and refillable drinking bottles from home?		
Is sufficient space allowed for workers to sit at least 2 metres apart from each other whilst eating in order to avoid all contact?		
If catering is provided on site, does this only provide pre-prepared and wrapped food only?		
If yes, are only contactless payments taken?		
Has drinking water provided with enhanced cleaning measures of the tap mechanism introduced?		
Are tables cleaned between each use?		
Is all rubbish put straight in the bin and not left for someone else to clear up?		
Are all areas used for eating thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices?		
Changing Facilities, Showers and Drying Rooms	Yes	No
Have staggered start and finish times been introduced to reduce congestion and contact at all times?		
Is enhanced cleaning of all facilities throughout the day and at the end of each day in place?		
Have you increased the number or size of facilities available on site?		
Have you introduced signage on how many people can use each facility at any one time in order to maintain a distance of two metres?		
Have suitable and sufficient rubbish bins been introduced in these areas with regular removal and disposal?		
Avoiding Close Working	Yes	No
Are you ensuring that workers are able to distance themselves from each other by 2 metres whilst carrying out tasks in accordance with CLC/Build UK Site Operating Procedures? <u>Please attach detailed description of procedures.</u>		

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Site Meetings (inc. all inductions, tbt's and briefings)	Yes	No
Do you ensure that only absolutely necessary meeting participants attend?		
Are attendees at least two metres apart from each other?		
Are meetings held in open areas?		
Cleaning (Enhanced cleaning procedures)	Yes	No
Taps and washing facilities		
Toilet flush and seats		
Door handles and push plates		
Hand rails on staircases and corridors		
Lift and hoist controls		
Machinery and equipment controls		
Food preparation and eating surfaces		
Telephone equipment		
Key boards, photocopiers and other office equipment		
Rubbish collection and storage points have been increased and are emptied regularly throughout and at the end of each day?		
Any other supplementary information you need to provide should be completed below.		
Name	Job Title	
Signature	Date	