



CITY OF SANTA MONICA
COVID-19 RELATED
REGULATIONS FOR
CONSTRUCTION PROJECTS

April 20, 2020

I. SCOPE AND INTENT

These regulations are established pursuant to the Tenth Supplement to the Executive Order of the Director of Emergency Services Declaring the Existence of a Local Emergency (“Tenth Supplement”). These Regulations provide detail on how construction workers and businesses engaged in construction can comply with LA County’s Safer at Home Order (including its mandatory Guidance for Construction Sites) and the Tenth Supplement.

Failure by construction workers and businesses engaged in construction to comply with the LA County’s Safer at Home Order, the Tenth Supplement, or these Regulations may result in a fine, the issuance of a stop-work order, or misdemeanor prosecution.

II. Definitions

- A. **“Construction Project”** means a site or project where construction work is occurring, including, but not limited to, public works construction, construction of commercial, office, and institutional buildings, and construction of housing and housing improvements.
- B. **“Construction Business”** means a business that is engaged, as its primary operation, in a construction project, and includes, but is not limited to, contractors.

III. Site Safety Representative Required

- A. The owner, manager, or operator of a construction business must designate one or more site-specific Site Safety Representatives at each construction project to ensure compliance with the requirements of LA County’s Safer at Home Order, the Tenth Supplement, and these Regulations. On-site individuals responsible for supervising labor at the construction project must have the authority, through consultation with a Site Safety Representative, to halt any activities at the construction project that do not comply with such requirements.
- B. A Site Safety Representative may be an on-site worker who is designated to carry out this role.
- C. A Site Safety Representative must be present at the construction project at all times during construction activities.
- D. A Site Safety Representative must conduct a daily briefing session with arriving staff that addresses site-specific measures to reduce the potential spread of the coronavirus. These daily briefing sessions must comply with the six-foot separation requirement.
- E. A Site Safety Representative must familiarize him or herself with LA County’s Safer at Home Order, LA County’s mandatory Guidance on Construction Sites (<http://www.publichealth.lacounty.gov/media/Coronavirus/GuidanceConstructionSites.pdf>), these Regulations, the Tenth Supplement, other guidance by the LA County Department of Public Health related to COVID-19, including on social distancing (<http://www.publichealth.lacounty.gov/media/Coronavirus/GuidanceSocialDistancing.pdf>), use of cloth face coverings (<http://www.publichealth.lacounty.gov/media/Coronavirus/GuidanceFaceCoverings.pdf>).

lacounty.gov/media/Coronavirus/GuidanceClothFaceCoverings.pdf), and the cleaning and disinfectant matrix (<http://www.publichealth.lacounty.gov/media/Coronavirus/CleaningMatrix.pdf>), and applicable Cal/OSHA regulations and guidance.

IV. **Site-Specific Health and Safety Plan Required**

- A. Each construction business must prepare and keep up-to-date a Site-Specific Health and Safety Plan to address plans for compliance with these Regulations and should review the latest OSHA COVID-19 Workplace Safety Guidance document (<https://www.osha.gov/Publications/OSHA3990.pdf>) as a resource in preparation of its Site-Specific Health and Safety Plan.
- B. The Site-Specific Health and Safety Plan must provide information on how each construction project will implement these Regulations.
- C. The Site Safety Representative must retain a copy of the Site-Specific Health and Safety Plan at the construction project.
- D. For construction projects where multiple construction businesses share the same workspace, the Site Safety Representatives must inform one another of each Site-Specific Health and Safety Plan. Where one construction business enters space of another construction business, the most stringent Site-Specific Health and Safety Plan must be followed.

V. **Social Distancing and Related Requirements**

- A. **Six-Foot Separation** – To the greatest extent possible, all persons at the construction project must maintain a distance of at least six feet from one another at all times.
 - 1. If there is any work that requires construction workers to be closer together than six feet, the Site-Specific Health and Safety Plan distance must describe that work and any additional precautions that will be taken to reduce the spread of the coronavirus during such work.
 - 2. During lunch or breaks, all persons must maintain a minimum distance of six feet from one another at all times.
 - 3. During pick up or delivery of equipment or materials at the construction project, a minimum six-foot separation must be maintained among all persons.
- B. **Personal Protective Equipment Required** – The Site Safety Representative must ensure that all construction workers wear personal protective equipment (PPE), including gloves, goggles, face shields, and cloth face coverings, while at the construction project. Surgical grade or N-95 masks should not be encouraged to be worn. Used PPE may not be shared.

- C. **Restriction on Gatherings** – The following restrictions on gatherings within the construction project apply:
 - 1. Gatherings of any size are prohibited.
 - 2. If at any time more than two persons must conduct an in-person meeting at the construction project, they must maintain a minimum distance of six feet from one another at all times.
- D. **Monitor Site Access Points and High-Risk Areas** – The Site Safety Representative must monitor access points to the construction project and other high-risk areas (such as hallways, elevators, and breaks) to enable the social distance of six feet to be maintained to the greatest extent feasible and reduce congestion in well-traveled areas. All persons waiting in line to enter the construction project must maintain a minimum distance of six feet from one another.
- E. **Construction Projects in Occupied Residential Buildings** – For construction projects that occur with occupied residential buildings, all workers must minimize their contact with areas of the building not within the actual construction project. The Site Safety Representative must take all appropriate steps to ensure that workers comply with this requirement.
- F. **No Communal Food or Water Coolers** – No communal food or water coolers are permitted at the construction project, including, but not limited to, donuts, pizza, and buffets. Construction workers are encouraged to bring their own water bottles and food from home and to avoid busy or congested food trucks. To the extent construction workers queue at food trucks outside the construction project, the Site Safety Representative must instruct those workers to maintain a minimum of six-foot separation while waiting to be served.
- G. **No Carpooling** – The Site Safety Representative must inform workers to not carpool to the construction project with any person who does not reside in the same household.

VI. **Limitations on Entering or Remaining at Construction Projects**

- A. The number of persons present at the construction project at any one time must be limited to the minimum possible to maximize the ability to maintain the required six-foot separation and perform the work safely. Staggering start and stop times for shifts or trades or otherwise modifying work schedules (e.g., providing alternating workdays) should be implemented.
- B. Non-essential visitors to the construction site are prohibited.
- C. Personnel whose duties do not require their presence at the construction project must be permitted to work remotely, using mobile devices to contact or view the construction project.

- D. The following persons are not allowed to enter the construction project:
1. Any person who is feeling ill (e.g., fever, shortness of breath, are coughing, or sneezing repeatedly). Any such person must stay home for at least three days (72 hours) after recovery, which means the fever has resolved without the use of fever-reducing medications and there is improvement in your respiratory symptoms (e.g., cough, shortness of breath), AND at least 7 days have passed since your symptoms first appeared.
 2. Any person who, within the last two weeks, has returned from travel to China, Iran, Italy, France, Germany, Spain, or the United Kingdom or any other country/region identified by the Centers of Disease Control (CDC) as a hotspot for COVID-19.
 3. Any person who, within the last two weeks, has returned from an area within the United States with widespread or ongoing community spread of COVID-19, such as New York or New Jersey.
 4. Any person who, within the last two weeks, has been in close contact with a person with COVID-19.
 5. Any person who is living in the same household with a person exhibiting symptoms of a respiratory illness or who is caring for such a person in a non-healthcare setting.
- E. Any person at the construction project who begins to experience symptoms of illness such as fever, cough, shortness of breath, sore throat, runny/stuffy nose, body aches, chills, or fatigue must immediately inform the Site Safety Representative, avoid touching anything or anyone, sanitize any shared equipment or tools, and return home immediately.

VII. Cleaning and Sanitation Requirements

- A. **Handwashing Facilities and Hand Sanitizer** – Hand washing facilities with soap and water or hand sanitizer that contains at least 60 percent alcohol must be installed at each pedestrian entrance to the construction project. To the extent it is not feasible to install either a hand washing or sanitizing facility in such locations, the Site-Specific Health and Safety Plan must describe and identify an alternative location that is accessible to workers at the construction project and the hand washing or sanitizing facility must be provided in that location at the construction project. Additional such facilities should be provided at other locations within the construction project as necessary to permit ready access throughout the day to construction workers during their work at the construction project. The Site Safety Representative must ensure that such facilities remain adequately stocked during all times of construction activity.
- B. **Shared Tools, Equipment, and other Materials** – Construction workers are discouraged from sharing tools, equipment, or other material, including phones, desks, and offices. If any tools, equipment, or other material must be shared, the Site Safety Representative must ensure that they are cleaned before and after

each shift. Construction workers are encouraged to clean any shared tools and equipment before and after each use.

- C. **Cleaning of High Touch Surfaces and Other Areas** – The Site Safety Representative must identify surfaces and enclosed areas within the construction project that are accessed by multiple persons, including, but not limited to trailers/offices, break rooms, instrument panels, steering wheels, toilets, workstations, countertops, handles, doorknobs, gang boxes, keyboards, telephones, handrails, elevator control buttons, and access control and delivery areas, and establish a daily cleaning protocol for such areas, which must be reflected in the Site-Specific Health and Safety Plan.
- D. **Areas within Occupied Residential Building** – For construction projects within an occupied residential building, areas within the building that are accessed by construction workers but that are not within the actual project construction must be cleaned and sanitized at least twice daily, including following completion of work each day.
- E. **Delivery of Goods and Materials** – Persons delivering goods or materials to the construction project must wash or sanitize their hands before unloading such goods or materials. Drivers are to remain in their vehicles if the load allows for it.
- F. **Disinfectants and Cleaning Supplies** – Disinfectants and cleaning supplies shall be maintained at each project site. The Site Safety Representative must ensure that such supplies remain adequately stocked during all times of construction activity.

VIII. Code of Safe Practices Requirement; Posting Requirement

- A. The Site Specific Health and Safety Plan must require that a Code of Safe Practices be drafted and implemented at the construction project. The Code of Safe Practices, at a minimum, must require that all persons present at the construction project follow the following personal prevention practices, in addition to the requirements in these Regulations:
 - 1. Stay home when you are sick. Stay home for at least 3 days (72 hours) after recovery, which means your fever has resolved without the use of fever-reducing medications and there is improvement in your respiratory symptoms (e.g., cough, shortness of breath), AND at least 7 days have passed since your symptoms first appeared.
 - 2. Constantly observe your work distances in relation to other staff. Maintain a minimum 6 feet separation from one another at all times unless specific work assignments require less distancing.
 - 3. Wear a cloth face covering at all times.
 - 4. Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use alcohol-based hand sanitizer that contains at least 60% alcohol.

5. Wash your hands before meals, after using the restroom and after coughing and sneezing.
 6. Cover your coughs and sneezes with a tissue, and then dispose of the tissue and clean your hands immediately. If you do not have a tissue, use your elbow (not your hands).
 7. Do not touch your mouth, eyes, nose with unwashed hands.
 8. Avoid contact with people who are sick.
 9. Bring food and water bottles from home in order to avoid busy or congested food trucks. Do not share food or drinks.
 10. Drive to worksites or parking areas by yourself—no passengers or carpooling unless they are individuals who live in your home.
 11. Avoid sharing items such as phones or tools. If tools have to be shared be sure to wipe them down with a disinfectant wipe before and after sharing and before and after each shift.
 12. Disinfect before and after each shift frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, elevator control buttons, and doorknobs.
- B. The Code of Safe Practices must be posted in areas visible to all workers, including at all pedestrian entrances to the construction project. The sign attached as exhibit A may be used to satisfy this requirement.
- C. In addition to the Code of Safe Practices requirements above, construction projects should implement the following best practices:
1. The Site Safety Representative should instruct construction workers to seek medical attention if they develop symptoms that do not quickly resolve.
 2. The Site Safety Representative should instruct construction workers to inform their supervisor if they have a family member at home who is sick with COVID-19 or have been in contact with someone outside of work with suspected COVID-19. In accordance with Section VI.D. above, any such worker may not be allowed to enter the construction project.
 3. The Site Safety Representative should implement a daily screening protocol (e.g., temperature screening) to ensure that potentially infected workers displaying symptoms do not enter the construction project.

IX. Recordkeeping Requirements – At each construction project, the Site Safety Representative must maintain records on the following:

- A. For construction projects within an occupied residential building, a log identifying the date and time when areas within the building that are accessed by

construction workers but are not within the actual construction project are cleaned and sanitized and the person who did such cleaning and sanitizing;

- B. A log identifying the date and time when shared equipment, tools, and other materials are cleaned and sanitized and the person who did such cleaning and sanitizing;
- C. A log identifying the date and time when high-touch surfaces and enclosed areas are cleaned and sanitized and the person who did such cleaning and sanitizing; and
- D. A log identifying the date, time, and attendees of the daily COVID-19 briefing session, as required by Section III.D. above.
- E. A daily attendance log of all workers and visitors to the construction project.

X. Stop Work Orders

- A. Failure by construction workers and construction businesses to comply with the Tenth Supplement or these Regulations may result in the issuance of a stop-work order.
- B. Any time a stop work order is issued for failure to comply with the LA County's Safer at Home Order, the Tenth Supplement, or these Regulations, the required Site-Specific Health and Safety Plan and Code of Safe Practices must be submitted to and approved by the Building Officer before any construction may resume at the construction project. The Building Officer has the discretion to require additional precautions relating to reducing the exposure of the coronavirus to be added to the Site-Specific Health and Safety Plan and Code of Safe Practices before issuing approval. Compliance with the Site-Specific Health and Safety Plan and Code of Safe Practices may be verified during inspections or in response to complaints received.

EXHIBIT A



CITY OF SANTA MONICA
BUILDING AND SAFETY DIVISION
1685 Main Street, Room 111
Santa Monica, CA 90401

PLEASE READ BEFORE ENTERING

Due to public safety related concerns over the spread of coronavirus, the City of Santa Monica has implemented the following restrictions on access to this worksite:

If you meet any of the following criteria, DO NOT enter the worksite:

1. If you feel ill (e.g., fever, shortness of breath, are coughing, or sneezing repeatedly). Stay home for at least 3 days (72 hours) after recovery, which means your fever has resolved without the use of fever-reducing medications and there is improvement in your respiratory symptoms (e.g., cough, shortness of breath), AND at least 7 days have passed since your symptoms first appeared.
2. If, within the last two weeks, you have returned from travel in China, Iran, Italy, France, Germany, Spain, or the United Kingdom or any other country/region identified by the Centers of Disease Control (CDC) as a hotspot for COVID-19.
3. If, within the last two weeks, you have returned from an area within the United States with widespread or ongoing community spread of COVID-19, such as New York or New Jersey.
4. If, within the last two weeks, you have been in close contact with a person with COVID-19.
5. If you are living in the same household with a person exhibiting symptoms of a respiratory illness or are caring for such a person in a non-healthcare setting.

While within the worksite, you are required to comply with all of the following:

1. Immediately inform the Site Safety Representative if you begin to experience symptoms of illness such as fever, cough, shortness of breath, sore throat, runny/stuffy nose, body aches, chills, or fatigue. Avoid touching anything or anyone, sanitize any shared equipment or tools, and return home immediately.
2. Maintain a minimum 6 feet separation from one another at all times unless specific work assignments require less distancing.
3. Wear a cloth face covering at all times.
4. Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, use alcohol-based hand sanitizer that contains at least 60% alcohol.
5. Wash your hands before meals, after using the restroom and after coughing and sneezing.
6. Cover your coughs and sneezes with a tissue, and then dispose of the tissue and clean your hands immediately. If you do not have a tissue, use your elbow (not your hands).
7. Do not touch your mouth, eyes, nose with unwashed hands.
8. Avoid contact with people who are sick.
9. Bring food and water bottles from home in order to avoid busy or congested food trucks. Do not share food or drinks.
10. Drive to worksites or parking areas by yourself—no passengers or carpooling unless they are individuals who live in your home.
11. Avoid sharing items such as phones or tools. If tools have to be shared be sure to wipe them down with a disinfectant wipe before and after sharing and before and after each shift.
12. Disinfect before and after each shift frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, elevator control buttons, and doorknobs.