**Guidance for CA Staff to Check Contractors**

* Staff will frequently visit the job site during the rehabilitation work
* During these visits staff will make sure that all contractor and crew members are following their action plan, Executive order 2020-77 guidance (or any that supersedes it) as well as OSHA Covid-19 guidance.
  + Staff will make sure contractor has thermometer to check temperatures of employees
  + Staff will check the contractors daily screening logs
    - Logs must be put in file when job is completed
  + Staff will make sure that there is a designated site-specific supervisor on site
  + Staff will check to see if contractor has Covid-19 Action Plan on site
  + Staff will check to make sure contractor has OSHA Covid-19 guidance on site
  + Staff will make sure that contractors have the appropriate amount of PPE and is using it properly
  + Staff will make sure that the contractor has a designated hand washing/sanitizing station
  + Staff will make sure crew members are practicing safe social distancing
  + Staff will make sure that there is a designated entry point into the home
  + Staff will include the checklist of these item in the client file

**Covid 19 Safety Project Specific Checklist CA Staff to Check Contractors**

**Site Visit Date 00/00/0000**

**Project Address:** 117 W Leigh St Homer MI 49245

**Contractor:** Vandenburgh Building Co

**Contact: 1-517-740-8089**

**Site Supervisor:** Tim Vandenburgh

**Supervisor Contact:** See Above

**Community Action Staff:** Daniel Osborn

**Community Action Contact:** 1-269-441-1331

* Community Action Staff will frequently visit the job site for during the rehabilitation
* During these visits staff will make sure that all contractor and crew members are following their action plan, Executive Order 2020-77 guidance (or any that supersedes it) as well as OSHA Covid-19 guidance.

Contractor has thermometer to check temperatures Yes \_\_\_\_ No\_\_\_\_

Check the contractors daily screening logs Yes\_\_\_\_\_ No\_\_\_\_

Stickers have been used to show compliance with screening Yes\_\_\_\_\_ No\_\_\_\_

Logs must be put in file when job is completed Yes \_\_\_\_ No\_\_\_\_

Is there a designated site-specific supervisor on site Yes \_\_\_\_ No\_\_\_\_

Does the contractor have a Covid-19 Action Plan on site Yes \_\_\_\_ No\_\_\_\_

Does the contractor have OSHA Covid-19 guidance on site Yes \_\_\_\_ No\_\_\_\_

Does the contractor have appropriate amount if PPE & is using it properly Yes \_\_\_\_ No\_\_\_\_

Does the contractor have a designated hand washing/sanitizing station Yes \_\_\_\_ No\_\_\_\_

Are crew members are practicing safe social distancing Yes \_\_\_\_ No\_\_\_\_

Is there is a designated entry point into the home Yes \_\_\_\_ No\_\_\_\_

**Staff will include the checklist of these item in the client file**