

COVID-19

HAZARD RECOGNITION AND PREVENTION SEMINAR

LOCATION: _____

INSTRUCTOR: _____

DATE: _____

SEMINAR TOPICS

I. Introduction

a. What is COVID-19?

According to the World Health Organization, Coronaviruses (CoV) are a large family of viruses that cause illness ranging from the common cold to more severe diseases such as Severe Acute Respiratory Syndrome (SARS-CoV). Coronavirus disease (COVID-19) is a new strain that was discovered in 2019.

b. What are the Symptoms of COVID-19?

According to the Center for Disease Control, reported illnesses have ranged from mild symptoms to severe illness and death for confirmed coronavirus disease 2019 (COVID-19) cases. The following symptoms may appear 2-14 days after exposure:

- Fever
- Cough
- Shortness of breath

Emergency warning signs include: (1) Difficulty breathing or shortness of breath, (2) Persistent pain or pressure in the chest, (3) New confusion or inability to arouse, and (4) Bluish lips or face.

c. How does COVID-19 Spread?

There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19). The best way to prevent illness is to avoid being exposed to this virus. The virus is thought to spread mainly from person-to-person:

- Between people who are in close contact with one another (~ 6 feet).
- Through respiratory droplets produced when a person coughs or sneezes.

These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. The droplets can also remain on surfaces which others may come in contact with.

d. Standard Preventative Measures to Avoid Exposure to COVID-19

Clean your hands often:

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth.

Avoid close contact:

- Avoid close contact with people who are sick or could be sick.
- Put distance between yourself and other people if COVID-19 is spreading in your community.
- People who are at higher risk of getting very sick should take extra precautions.

Stay home if you're sick:

- Stay home if you are sick, except to get medical care.

Cover coughs and sneezes:

- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Wear a facemask if you are sick:

- If you are sick: You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then you should do your best to cover your coughs and sneezes, and people who are caring for you should wear a facemask if they enter your room.
- If you are NOT sick: You do not need to wear a facemask unless you are caring for someone who is sick (and they are not able to wear a facemask). Facemasks may be in short supply and they should be saved for caregivers.

Clean and disinfect:

- Clean AND disinfect frequently touched surfaces daily. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- If surfaces are dirty, clean them: Use detergent or soap and water prior to disinfection.

e. Industry-Specific Potential Hazards associated with COVID-19

- Exposure to the general public, customers, other trades, and coworkers;
- Exposure to sick individuals or those at particularly high risk of infection (e.g., international travelers, healthcare workers who have had unprotected exposures to people known to have, or those suspected of having, COVID-19); and
- Occupational travel to communities/locations with active COVID-19 infections.

f. Industry Specific Preventative Methods for Hazards associated with COVID-19

- As deemed necessary by agency guidance, Contractor will provide workers with appropriate PPE to prevent the spread of COVID-19 including respirators and/or face masks.
- Workers will wear face masks or respiratory protection as instructed. To the extent respiratory protection is worn it must comply with the OSHA Respiratory Protection standard (29 CFR 1910.134) and requires medical clearance and fit testing to ensure appropriate respiratory selection and use. Fit testing is required for types of respirators requiring a tight seal around the face. Personnel who cannot wear fitted respirators because of facial hair or other fit limitations should wear loose-fitting PAPRs.
- When the potential exists for exposure to blood or other potentially infectious materials, workers must use PPE required by the Bloodborne Pathogens standard (29 CFR 1910.1030).
- Although Contractor does not believe it will come into contact with infectious waste, Contractor will ensure worker protection from exposure to infectious agents when work tasks involve handling, treatment, transport, and disposal of medical, laboratory and other potentially contaminated waste.
- Contractor will follow applicable waste disposal requirements for all infectious waste, including packaging requirements found in OSHA's Bloodborne Pathogens standard (29 CFR 1910.1030) and comply with the U.S. Department of Transportation's Hazardous Materials Regulations (49 CFR Part 172) if transporting waste off-site for treatment and disposal. State and local requirements may also apply.

g. Illness Reporting & Quarantine Requirements

- All employees will familiarize themselves with symptoms of COVID-19.
- Workers potentially exposed to COVID-19 will be removed from the job.
- Any infected worker shall be reported to the appropriate state health department and to the CDC.
- If the exposed worker was admitted as an in-patient to a hospital, Contractor shall report the case to OSHA.
- Workers may continue working during the 14-day post-exposure period if there are no symptoms of fever or respiratory illness.

ADDITIONAL TOPICS OF DISCUSSION

Check on Learning

- 1) What are the symptoms of COVID-19?
- 2) What general practices must employees follow to prevent COVID-19 exposure?
- 3) Where and how might contractor's employees be exposed to COVID-19 hazards?
- 4) How does COVID-19 spread between persons?
- 5) What should an employee do if they believe they have been exposed to COVID-19?

[Signature page follows]

The following employees have received training on the referenced topics on this ____ day of _____, 20____. The employees fully understand and agree to the rules, regulations, and guidelines discussed in today’s training. The employees fully understand that they are to abide by and follow these procedures until this policy is revised or revoked by management by future written policy.

EMPLOYEES PRESENT

SUPERVISOR’S INITIALS¹

DATE: _____

¹ Supervisor will initial upon each employee’s verbal approval, in lieu of employee’s individual signatures, in order to prevent the potential spread of COVID-19.

COVID-19

SEMINARIO DE RECONOCIMIENTO Y PREVENCIÓN DE PELIGROS

UBICACIÓN: _____

INSTRUCTOR: _____

FECHA: _____

TEMAS DEL SEMINARIO

I. Introducción

a. *¿Qué es COVID-19?*

Según la Organización Mundial de la Salud, los coronavirus (CoV) son una gran familia de virus que causan enfermedades que van desde el resfrío común hasta enfermedades más graves, como el síndrome respiratorio agudo severo (SARS-CoV). La enfermedad del coronavirus (COVID-19) es una nueva cepa que se descubrió en 2019.

b. *¿Cuáles son los síntomas de COVID-19?*

Según el Centro para el Control de Enfermedades, las enfermedades reportadas han variado desde síntomas leves hasta enfermedades graves y muerte por casos confirmados de la enfermedad del coronavirus 2019 (COVID-19). Los siguientes síntomas pueden aparecer 2-14 días después de haya sido expuesto al virus:

- Fiebre
- Tos
- Dificultad para respirar

Las señales de advertencia de emergencia incluyen: (1) Dificultad para respirar o falta de aire en el pecho, (2) Dolor o presión persistente en el pecho, (3) Nueva confusión o incapacidad para despertar, y (4) Labios o cara azulados.

c. *¿Cómo se propaga COVID-19?*

Actualmente no existe una vacuna para prevenir la enfermedad del coronavirus 2019 (COVID-19). La mejor manera de prevenir esta enfermedad es evitar exponerse a este virus. Se cree que el virus se transmite principalmente de persona a persona:

- Entre las personas que tienen contacto cercano entre ellas (dentro de unos 6 pies de distancia).

- Mediante gotitas respiratorias que se producen cuando una persona infectada tose o estornuda.

Estas gotitas pueden llegar a la boca o la nariz de las personas que se encuentren cerca o posiblemente entrar a los pulmones al respirar. Las gotas también pueden permanecer en superficies con las que otros pueden entrar en contacto.

d. Medidas preventivas estándar para evitar la exposición al COVID-19

Lávese las manos frecuentemente:

- Lávese las manos frecuentemente con agua y jabón por al menos 20 segundos, especialmente después de haber estado en un lugar público, o después de sonarse la nariz, toser o estornudar.
- Si no hay agua y jabón fácilmente disponibles, use un desinfectante de manos que contenga al menos un 60 % de alcohol. Cubra todas las superficies de las manos y frótelas hasta que sienta que se secaron.
- Evite tocarse los ojos, la nariz y la boca con las manos sin lavar.

Evite el contacto cercano:

- Evite el contacto cercano con personas que estén o que puedan estar enfermas.
- Mantenga una distancia entre usted y las otras personas si el COVID-19 se está propagando en su comunidad.
- Las personas con mayor riesgo de enfermarse deben tomar precauciones adicionales.

Quédese en casa si está enfermo:

- Quédese en casa si está enfermo, excepto para conseguir atención médica.

Cúbrase la boca al toser y estornudar:

- Cúbrase la boca y la nariz con un pañuelo desechable cuando tosa o estornude, o use la parte interna del codo.
- Bote los pañuelos desechables que haya usado a la basura.
- De inmediato, lávese las manos con agua y jabón por al menos 20 segundos. Si no hay agua y jabón fácilmente disponibles, límpiese las manos con un desinfectante de manos que contenga al menos un 60 % de alcohol.

Use una mascarilla si está enfermo:

- Si está enfermo: Usted debería usar una mascarilla cuando esté cerca de otras personas (p. ej., compartiendo una habitación o un vehículo) y antes de entrar al consultorio de un proveedor de atención médica. Si no puede usar una mascarilla (por ejemplo, porque le causa dificultad para respirar), debe hacer todo lo posible por cubrirse la nariz y la boca al toser y estornudar, y las personas que lo estén cuidando deben ponerse una mascarilla si entran a su habitación.
- Si NO está enfermo: No necesita usar una mascarilla a menos que esté cuidando a alguien que está enfermo (y que no puede usar una). Es posible que las mascarillas empiecen a escasear y deberían reservarse para los cuidadores.

Limpie y desinfecte:

- Limpie Y desinfecte las superficies que se tocan frecuentemente todos los días. Esto incluye las mesas, las manijas de las puertas, los interruptores de luz, los mesones, las barandas, los escritorios, los teléfonos, los teclados, los inodoros, los grifos, los lavamanos y los lavaplatos.
- Si las superficies están sucias, límpielas: use agua y jabón o detergente antes de desinfectar.

e. Riesgos potenciales específicos de la industria asociados con COVID-19

- Exposición al público en general, clientes, otros oficios y compañeros de trabajo;
- Exposición a personas enfermas o con un riesgo particularmente alto de infección (por ejemplo, viajeros internacionales, trabajadores de salud que han sido expuestos sin protección a personas que se sabe que tienen, o aquellos sospechosos de tener COVID-19); y
- Viajes ocupacionales a comunidades / lugares con infecciones activas de COVID-19.

f. Métodos preventivos específicos de la industria para riesgos asociados con COVID-19

- Según lo considere necesario la guía de la agencia, el Contratista proporcionará a los trabajadores con el PPE (equipo de protección individual) adecuado para evitar la propagación de COVID-19, incluidos respiradores y/o máscaras faciales.
- Los trabajadores usarán mascarillas o protección respiratoria según las instrucciones. En la medida en que se use protección respiratoria, debe cumplir con el estándar de Protección Respiratoria de OSHA (29 CFR 1910.134) y requiere autorización médica y pruebas de ajuste para garantizar la selección y uso respiratorio adecuado. Se requiere una prueba de ajuste para los tipos de respiradores que requieren un sello hermético alrededor de la cara. El personal que no puede usar respiradores ajustados debido al vello facial u otras limitaciones de ajuste debe usar PAPR holgados.
- Cuando existe la posibilidad de exposición a sangre u otros materiales potencialmente infecciosos, los trabajadores deben usar el EPP requerido por el estándar de patógenos transmitidos por la sangre (29 CFR 1910.1030).
- Aunque el Contratista no cree que entrará en contacto con desechos infecciosos, garantizará la protección de los trabajadores contra la exposición a agentes infecciosos cuando las tareas laborales involucren el manejo, tratamiento, transporte y eliminación de desechos médicos, de laboratorio y otros desechos potencialmente contaminados.
- El Contratista seguirá los requisitos aplicables de eliminación de desechos para todos los desechos infecciosos, incluidos los requisitos de empaque que se encuentran en la norma de OSHA sobre patógenos transmitidos por

la sangre (29 CFR 1910.1030) y cumplirá con las Regulaciones de materiales peligrosos del Departamento de Transporte de los EE. UU. (49 CFR Parte 172) si transporta desechos fuera del sitio para tratamiento y eliminación. También pueden aplicarse requisitos estatales y locales.

g. Reporte de enfermedades y requisitos de cuarentena

- Todos los empleados se familiarizarán con los síntomas de COVID-19.
- Los trabajadores potencialmente expuestos a COVID-19 serán removidos del trabajo.
- Cualquier trabajador infectado deberá ser reportado al departamento de salud estatal correspondiente y al CDC.
- Si el trabajador expuesto fue ingresado como paciente interno en un hospital, el Contratista deberá informar el caso a OSHA.
- Los trabajadores pueden continuar trabajando durante los 14 días posteriores a la exposición si no hay síntomas de fiebre o enfermedad respiratoria.

TEMAS ADICIONALES DE DISCUSIÓN

Verifica el aprendizaje

- 1) ¿Cuáles son los síntomas de COVID-19?
- 2) ¿Qué prácticas generales deben seguir los empleados para evitar la exposición al COVID-19?
- 3) ¿Dónde y cómo podrían estar expuestos los empleados del contratista a los riesgos de COVID-19?
- 4) ¿Cómo se transmite COVID-19 entre las personas?
- 5) ¿Qué debe hacer un empleado si cree que ha sido expuesto a COVID-19?

[Sigue la página de firmas]

Los siguientes empleados han recibido capacitación sobre los temas mencionados en este ____ día de _____, 20____. Los empleados entienden completamente y aceptan las reglas, regulaciones y pautas discutidas en la capacitación de hoy. Los empleados comprenden perfectamente que deben cumplir y seguir estos procedimientos hasta que esta póliza sea revisada o revocada por la administración por vías de una póliza escrita en el futuro.

EMPLEADOS PRESENTES

INICIALES DEL SUPERVISOR¹

FECHA: _____

¹ El supervisor iniciará con la aprobación verbal de cada empleado, en lugar de las firmas individuales del empleado, para evitar la posible propagación de COVID-19.

COVID-19 INFECTIOUS DISEASE PREPAREDNESS AND RESPONSE PLAN

At _____ (hereinafter "Contractor"), we take your safety seriously. We have enacted a job site protection plan to address issues relating to COVID-19. The plan relies on [guidance provided by OSHA](#).

➤ **Pre-Existing OSHA Standards:**

We will follow recognized good infection control practices, including standard precautions, to prevent or minimize transmission of COVID-19, and must comply with applicable requirements under the OSH Act:

- a) ***Personal Protective Equipment:*** OSHA's Personal Protective Equipment (PPE) standards (in general industry, 29 CFR 1910 Subpart I), which require using gloves, eye and face protection, and respiratory protection. When respirators are necessary to protect workers or where employers require respirator use, employers must implement a comprehensive respiratory protection program in accordance with the Respiratory Protection standard (29 CFR 1910.134).
See: www.osha.gov/laws-regs/regulations/standardnumber/1910#1910_Subpart_I
- b) ***General Duty Clause:*** The General Duty Clause, Section 5(a)(1) of the Occupational Safety and Health (OSH) Act of 1970, 29 USC 654(a)(1), which requires employers to furnish to each worker "employment and a place of employment, which are free from recognized hazards that are causing or are likely to cause death or serious physical harm."
See: www.osha.gov/laws-regs/oshact/completooshact
- c) ***Bloodborne Pathogens:*** OSHA's Bloodborne Pathogens standard (29 CFR 1910.1030) applies to occupational exposure to human blood and other potentially infectious materials that typically do not include respiratory secretions that may transmit COVID-19. However, the provisions of the standard offer a framework that may help control some sources of the virus, including exposures to body fluids not covered by the standard.
See: www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.1030
- d) ***Miscellaneous:*** The OSHA COVID-19 webpage provides additional information about OSHA standards and requirements, including requirements in states that operate their own OSHA-approved State Plans, recordkeeping requirements and injury/illness recording criteria, and applications of standards related to sanitation and communication of risks related to hazardous chemicals that may be in common sanitizers and sterilizers.
See: www.osha.gov/SLTC/COVID-19/standards.html.

➤ **Potential Risk Factors:**

Risk factors associated with contraction of COVID-19 include but are not limited to the following identified causes:

- a) Exposure to the general public, customers, and coworkers;

- b) Exposure to sick individuals or those at particularly high risk of infection (e.g., international travelers who have visited locations with widespread sustained (ongoing) COVID-19 transmission, healthcare workers who have had unprotected exposures to people known to have, or suspected of having, COVID-19); and
- c) Non-occupational risk factors at home and in community settings

➤ **Prevention Measures:**

In order to limit the spread of COVID-19, Contractor will engage in the following prevention measures, [as recommended by OSHA](#), until further notice:

a) ***Standard Prevention Measures:***

1. As part of PPE requirements, workers shall take standard precautions including hand hygiene and use of PPE to avoid direct contact with the customer and/or the customer's employees. Standard precautions also include safe waste management as well as cleaning and disinfection of any door handles or other interior areas accessed by workers during the performance of its work.
2. Workers will practice good hand hygiene protocols to avoid exposure to the virus, contaminated objects, or other contaminated environmental surfaces. Hand hygiene consists of washing with soap and water or using alcohol-based hand rubs containing at least 60% alcohol. Soap and water is best for hands that are visibly soiled. Workers will perform hand hygiene before and after any contact with a patient with suspected or confirmed COVID-19, after any contact with potentially infectious material, and before putting on and upon removal of PPE, including gloves.
3. Implement transmission-based precautions for contact- and airborne-transmissible diseases that are appropriate for each worker's tasks and potential exposure(s). OSHA's guidance incorporates these precautions. The [Centers for Disease Control and Prevention \(CDC\)](#) and the [World Health Organization \(WHO\)](#) provide more information about infection control using standard and transmission-based precautions.

b) ***Cleaning & Disinfection:***

1. We will protect workers from exposure when tasked with cleaning surfaces and equipment potentially contaminated with COVID-19. As stated, workers will disinfect door handles and areas where workers come into contact with employees of customers. All equipment areas touched by employees will be disinfected such as control sticks, handles, steering wheels, etc.

c) ***Personal Protective Equipment:***

1. Contractor will provide workers with appropriate PPE to prevent the spread of COVID-19 including wearing respirators or face masks.
2. Workers will wear face masks or respiratory protection. To the extent respiratory protection is worn it must comply with the OSHA Respiratory Protection standard ([29 CFR 1910.134](#)) requires medical clearance and fit testing to ensure appropriate respiratory selection and use. Fit testing is required for types of respirators requiring

a tight seal around the face. Personnel who cannot wear fitted respirators because of facial hair or other fit limitations should wear loose-fitting PAPRs. OSHA's [Respiratory Protection e-Tool](#) provides detailed information on establishing a respiratory protection program.

3. When the potential exists for exposure to blood or other potentially infectious materials, workers must use PPE required by the Bloodborne Pathogens standard ([29 CFR 1910.1030](#)). OSHA's [Bloodborne Pathogens and Needlestick Prevention](#) Safety and Health Topics page provides information on the standard.

d) ***Infectious waste:***

1. Although Contractor does not believe it will come into contact with infectious waste, Contractor will ensure worker protection from exposure to infectious agents when work tasks involve handling, treatment, transport, and disposal of medical, laboratory and other potentially contaminated waste.
2. Contractor will follow applicable waste disposal requirements for all infectious waste, including packaging requirements found in OSHA's Bloodborne Pathogens standard ([29 CFR 1910.1030](#)) and comply with the U.S. Department of Transportation's [Hazardous Materials Regulations \(49 CFR Part 172\)](#) if transporting waste off-site for treatment and disposal. State and local requirements may also apply.

e) ***Recognizing COVID-19 Symptoms:***

1. Infection with SARS-CoV-2, the virus that causes COVID-19, can cause illness ranging from mild to severe and, in some cases, can be fatal.
2. Symptoms typically include fever, cough, and shortness of breath. Some people infected with the virus have reported experiencing other non-respiratory symptoms. Other people, referred to as asymptomatic cases, have experienced no symptoms.
3. According to the CDC, symptoms of COVID-19 may appear in as few as 2 days or as long as 14 days after exposure. Older adults and people who have severe underlying chronic medical conditions like heart or lung disease or diabetes seem to be at higher risk for developing more serious complications from COVID-19 illness.

f) ***Reporting Illness:***

1. Ensure that supervisors and all potentially exposed workers are aware of the symptoms of COVID-19.
2. Workers potentially exposed to COVID-19 will be removed from the job site.
3. Any infected worker shall be reported to the appropriate state health department and to the CDC. Contractor will also notify Customer immediately.
4. If the exposed worker was admitted as an in-patient to a hospital, Contractor shall [report the case to OSHA](#).
5. Workers may continue working during the 14-day post-exposure period if there are no symptoms of fever or respiratory illness.

Certificate of COVID-19 Training

1. Sources of COVID-19 Exposure
2. Hazards Associated with Exposure
3. General Preventative Methods
4. Use/Maintenance of applicable PPE
5. Recognition of COVID-19 Symptoms
6. Reporting and Isolation Requirements
7. Bloodborne Pathogens Recognition/Prevention

I, _____, have received and reviewed Contractor's policies and procedures pertaining to the referenced safety topics. I understand and agree to the rules and policies contained within Contractor's safety program. I will adhere to these rules, policies, and procedures throughout my continued employment with the company.

Signature: _____

Print Name: _____

Date: _____

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COVID-19 Workplace Sanitation/Inspection Report

Company Name	Date/Time	Cleaning/Inspection Type			
_____	_____	<input type="checkbox"/> Routine	<input type="checkbox"/> Preoperational	<input type="checkbox"/> Follow-up	<input type="checkbox"/> Complaint
Worksite/Location: _____					

Item Sanitized/Inspected	Status			Notes
General Areas	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Floors	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Doors/Handles	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Windows/Windowsills	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Trash Receptacles	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Light Switches	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Walls	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Desks/Tables	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Phones/Computers/Printers	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Chairs	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Dining Areas	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Counters/Tables/Surfaces	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Microwaves/Appliances	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Sinks	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Refrigerators/Fountains	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Chairs	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Bathrooms	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Toilets/Urinals	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Sinks	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Floors/Doors/Handles	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Company Vehicles/Equipment	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Doors/Handles/Steering Wheels	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Seats/Armrests/High-touch Areas	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	
Windows/Exterior	<input type="checkbox"/> Sanitized	<input type="checkbox"/> Deficient	<input type="checkbox"/> N/A	

<p>Inspector/Cleaner: _____</p> <p>Date: _____</p> <p>Time: _____</p> <p>Signature: _____</p>	<p style="text-align: center;">Management Final Approval:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"><input type="checkbox"/> Sanitary</td> <td style="text-align: center;"><input type="checkbox"/> Deficient</td> </tr> <tr> <td colspan="2" style="height: 100px; vertical-align: top;"> <p>Comments:</p> </td> </tr> </table>	<input type="checkbox"/> Sanitary	<input type="checkbox"/> Deficient	<p>Comments:</p>	
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<p>Comments:</p>					

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Inspection/Sanitization Considerations©

Frequencies for conducting routine sanitizations and inspections are based on a facility’s *Overall Risk Rating*, which should be identified prior to commencing operations. Pursuant to Section 5(a), OSH Act, employers are required to provide each of their employees employment and a place of employment which are free from recognized hazards that are causing or are likely to cause death or serious physical harm.

Step 1: Use the matrix below to determine the *Overall Risk Rating* of the workplace. Operations should not present an Overall Risk Rating greater than “L,” or violate any [specific regulatory provision under the OSH Act](#).

Step 2: If the workplace presents an Overall Risk Rating greater than “L,” determine if the risk can be mitigated by more intensive sanitization, inspection, and other preventative measures.

Step 3: If the Overall Risk Rating cannot be reduced to “L” through mitigation, the risk to employees is unacceptable and the employer should limit or cease operations at the workplace.

Consequences of Hazard Occurrence

Catastrophic	<ul style="list-style-type: none"> • Death, permanent disability, or other serious injury
Critical	<ul style="list-style-type: none"> • Permanent partial disability or hospitalization. Includes chronic long-term health effects without acute onset • Serious injury or illness
Marginal	<ul style="list-style-type: none"> • Minor injury or illness resulting in temporary inability to perform assigned tasks
Negligible	<ul style="list-style-type: none"> • Minimal injury/illness • First aid or minor medical treatment

Risk Assessment Matrix

Risk Rating	Probability				
	<i>Frequent</i>	<i>Likely</i>	<i>Occasional</i>	<i>Seldom</i>	<i>Unlikely</i>
Catastrophic	EH	EH	H	H	M
Critical	EH	H	H	M	M
Marginal	H	M	M	L	L
Negligible	M	L	L	L	L

Overall Risk Rating: EH = Extremely High H = High M = Moderate L = Low