

MAKING SPACE ON SITE:

ACT COVIDSafe Plan for small residential building sites



In line with ACT public health directions all residential building work on small residential building site (being a site less than 1,500m² or buildings 3 storeys or less excluding the basement) or home renovation sites must meet the following health and safety requirements to limit the risk of COVID-19.

This COVIDSafe Plan has been prepared for a small residential building site to meet the ACT Building and Construction Industry COVID-19 requirements.

Any person that attends this building site will be required to comply with these COVID-19 safety measures. This includes all trade contractors, delivery staff and specialist professional services providers.

1

All workers entering the site will be required to ensure that:

- the number of workers on site is limited to meet the ACT Government's density limit applicable for the work being carried out (indoors or outdoors) based on whether the site is occupied or unoccupied.
- any person that has attended another site on the same day as working on this site remains separated from any other workers on site as far as possible.
- where specific work tasks require two or more workers to be within close proximity:
 - the number of workers for the task will be kept to a minimum,
 - the time to complete the task will be kept to a minimum; and
 - masks will be worn unless other personal protective equipment is being worn or a valid exemption applies.
- in an indoor area there is no more than 1 person per 4m² within the same indoor space.

2

All people entering the site will be required to complete the following:

- check in using the **Check In CBR QR code** for all new home building sites (which will be displayed in a prominent location at the entry point to the site).
- complete the **HIA COVID-19 Site Induction for small residential building sites in the ACT** (which will be displayed in a prominent location near the Check-in CBR QR code).
- The HIA COVID-19 Site Induction requires every person attending site to confirm that:
 - if they live in the ACT or surrounding regions they have an ACT Construction Industry Worker Permit.

- if they live outside the ACT or surrounding region, that they have the required exemption to enter the ACT and that they have an ACT Construction Industry Worker Permit.
- they have not been in contact with anyone who has COVID-19 or is a close or casual contact of a person who has COVID-19.
- they feel well today and have no cold, flu or other symptoms of COVID-19.

3

The Builder/COVID Marshal for this site is responsible for managing attendance at the site and ensuring the following safety practices are in place and maintained:

- providing a notice on-site of the Site Supervisor's name and contact details noting that they are the COVID Marshal for the site.
- limiting access to the site to only essential workers and ensuring the density limit and physical distancing are maintained.
- conducting regular 'tool box' discussions to enable workers to stay informed on risks and hazards including specifically about latest Government COVID-19 updates.
- ensuring ACT Health or other similar signs are on display in relation to wearing of face masks, hygiene and hand washing and physical distancing.
- developing an action plan for how the site will be managed should a person advise the COVID Marshal that they have tested positive or are a close contact (e.g. HIA's "Responding to a positive case of COVID-19 in your business" information).
- providing advice to all workers about the action plan that will be implemented should a person enter the site with the virus or advise the COVID Marshal that they have been in close contact with a person that has COVID-19.
- ensuring all contractors have their own personal protective equipment appropriate for the work they are undertaking.
- providing a notice on site in relation to the benefits of vaccination or emailing all persons that attend the site with ACT government information on vaccination.

4

The Builder/COVID Marshal for this site will take all necessary steps to ensure on-site safety measures are followed at all times including:

- requiring all workers to adopt the 1.5 metre social distancing requirement wherever practical.
- ensuring face masks are worn at all times unless an exemption applies or other protective equipment is being worn.
- supporting workers to travel alone in company or private vehicles to and from site.
- ensuring all personal hygiene and site cleaning products are readily available on site at all times.
- providing a hand washing station where no permanent handwashing area exists.
- cleaning and disinfecting of any work areas where more than one work team has operated.
- ensuring regular cleaning of on-site toilet(s) by the toilet supplier if a portable amenity is in use.
- cleaning any shared tools, plant or equipment before and after each use.

5

All deliveries to site will be managed to facilitate contactless deliveries and minimise contact between delivery drivers and those on site by:

- supporting contactless ordering and deliveries to site as far as practicable.
- requiring delivery drivers to wear masks while attending site or communicating with other workers on site.
- where practicable, requiring delivery drivers and other occupants to remain in their vehicle if not required to assist with unloading.
- ensuring where a driver is required to unload and it is practicable to do so, no other person touches the vehicle and all workers maintain at least 3 metres physical distance from the driver.
- ensuring all delivery drivers use the Check-in CBR app to record their attendance at site.