

# Checklist for Seafood Processing Worksites: Align Your COVID-19 Assessment and Control Plan with CDC/OSHA Worker Protection Guidance

**Who this is for:** Managers and supervisors of seafood processing worksites, which include factories that are located in plants onshore and in vessels offshore, should use the interim guidance [Protecting Seafood Processing Workers from COVID-19](#). This interim guidance was developed by the Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA), in consultation with the Food and Drug Administration (FDA).

**Purpose:** This checklist is intended to help seafood processing worksites use the CDC/OSHA interim guidance to implement practices and protocols for operating during the COVID-19 pandemic while safeguarding workers and the community from the spread of SARS-CoV-2, the virus that causes COVID-19. It can be used to reassess, update, and modify a worksite's assessment and control plan regularly or as conditions change.

This checklist has six sections:

**Section 1:** Assessment

**Section 2:** Preventing the introduction of COVID-19 into the worksite

**Section 3:** Engineering controls

**Section 4:** Administrative controls

**Section 5:** Personal protective equipment

**Section 6:** Special considerations for shared living spaces



**U.S. Department of  
Health and Human Services**  
Centers for Disease  
Control and Prevention

## Checklist for Seafood Processing Worksites

### Section 1: Assessment

Item	Status		Notes/Comments
<b>Consider the characteristics of your operation including size, whether the factory is onshore or offshore, and outbreak conditions in the local area or ports.</b>	Completed Ongoing	Not Started N/A	
<b>Monitor federal, state, local, tribal, and territorial (SLTT) public health communications about COVID-19.</b>	Completed Ongoing	Not Started N/A	
Contact <a href="#">SLTT public health officials</a> and occupational safety and health professionals to establish ongoing communications.	Completed Ongoing	Not Started N/A	
<b>Identify a qualified worksite coordinator responsible for COVID-19 assessment and control planning.</b>	Completed Ongoing	Not Started N/A	
Ensure all workers know how to contact and communicate with the worksite coordinator.	Completed Ongoing	Not Started N/A	
Ensure the worksite coordinator is aware of and follows all applicable regulations (U.S. Coast Guard/ OSHA//FDA) and public health guidelines.	Completed Ongoing	Not Started N/A	
<b>Regularly conduct worksite assessments to identify exposure risks and implement hazard controls.</b>	Completed Ongoing	Not Started N/A	
Consider the role testing will play and work with local and state health departments on <a href="#">contact tracing</a> of COVID-19-positive workers.	Completed Ongoing	Not Started N/A	

# Checklist for Seafood Processing Worksites

## Section 2: Preventing the Introduction of COVID-19 into the Worksite

### Quarantine before entering the worksite

Item	Status	Notes/Comments
<p>Consider having workers quarantine and self-monitor for symptoms for 14 days before initial entry to the worksite or shared living spaces to prevent SARS-CoV-2 introduction and transmission, especially for offshore workers and for onshore workers living in employer-provided congregate housing.</p> <p>To ensure staff adherence, employers should consider providing <b>paid leave</b> during the period of quarantine or consider this worktime.</p>	<p>Completed      Not Started</p> <p>Ongoing        N/A</p>	
<p>Consult with and follow recommendations of SLTT officials for guidance on quarantine procedures.</p>	<p>Completed      Not Started</p> <p>Ongoing        N/A</p>	

### Testing of Workers

Item	Status	Notes/Comments
<p>Review and consider CDC's <a href="#">Testing Strategy for Coronavirus (COVID-19) in High-Density Critical Infrastructure Workplaces after a COVID-19 Case is Identified</a></p>	<p>Completed      Not Started</p> <p>Ongoing        N/A</p>	
<p>Review and consider CDC's guidelines for <a href="#">testing asymptomatic individuals without known or suspected SARS-CoV-2 exposure</a> in high-density, critical infrastructure worksites.</p>	<p>Completed      Not Started</p> <p>Ongoing        N/A</p>	
<p><b>Develop a testing plan that provides the following:</b></p>	N/A	N/A
<p>Priorities by which workers will be tested (e.g., testing with symptoms, close contact with known or suspected cases, broad baseline testing).</p>	<p>Completed      Not Started</p> <p>Ongoing        N/A</p>	
<p>Capacity for workers to receive a baseline COVID-19 test and receive results before entering the worksite.</p>	<p>Completed      Not Started</p> <p>Ongoing        N/A</p>	
<p>An arrangement with laboratories to process tests and provide results within 48 hours.</p>	<p>Completed      Not Started</p> <p>Ongoing        N/A</p>	
<p>A procedure for addressing workers who decline testing or who are unable to be tested.</p>	<p>Completed      Not Started</p> <p>Ongoing        N/A</p>	
<p>Testing of new entrants into the worksite and those re-entering after an absence.</p>	<p>Completed      Not Started</p> <p>Ongoing        N/A</p>	

## Screening and Monitoring Workers

Item	Status		Notes/Comments
<b>Develop policies and procedures for screening workers for COVID-19 symptoms.</b>	Completed	Not Started	
	Ongoing	N/A	
Screen workers before they enter the worksite or board the vessel.	Completed	Not Started	
	Ongoing	N/A	
Conduct verbal screenings to check for <b>symptoms</b> using workers' preferred languages.	Completed	Not Started	
	Ongoing	N/A	
Check workers' temperatures at the beginning of each shift, identifying anyone with a fever of 100.4°F or greater.	Completed	Not Started	
	Ongoing	N/A	
Do not let workers who indicate they have symptoms or who have a fever of 100.4°F or greater enter the worksite or board the vessel.	Completed	Not Started	
	Ongoing	N/A	
<b>Encourage workers who have symptoms to self-isolate and contact a healthcare provider.</b>	Completed	Not Started	
	Ongoing	N/A	
Provide workers with access to direct medical care or telemedicine, when appropriate.	Completed	Not Started	
	Ongoing	N/A	
Coordinate any recommended diagnostic testing with the occupational medicine provider or SLTT health officials.	Completed	Not Started	
	Ongoing	N/A	
Provide workers with <b>information on when it is safe to return to work</b> and the worksite's sick leave and return-to-work policies and procedures.	Completed	Not Started	
	Ongoing	N/A	
Inform human resources, health unit (if in place), and supervisor so workers in quarantine or isolation can be moved off schedule and replacements assigned.	Completed	Not Started	
	Ongoing	N/A	
<b>Ensure personnel performing screening activities are protected.</b>	Completed	Not Started	
	Ongoing	N/A	
Use social distancing and physical barriers to protect screeners.	Completed	Not Started	
	Ongoing	N/A	
Provide appropriate PPE to screeners who must be within 6 feet of workers, including gloves, gown, eye protection, and face mask (at minimum). Note: N95 filtering facepiece respirators (or more protective) may be appropriate for workers performing screening.	Completed	Not Started	
	Ongoing	N/A	
Train screeners how to properly <b>put on, take off, and dispose of</b> (or clean if reusable) all PPE.	Completed	Not Started	
	Ongoing	N/A	

## Managing Sick Workers

Item	Status		Notes/Comments
<b>Monitor and manage sick workers.</b>	Completed Ongoing	Not Started N/A	
Immediately separate workers from others when they report symptoms or appear to have <a href="#">symptoms</a> .	Completed Ongoing	Not Started N/A	
Send sick workers home. If workers live in employer-provided housing or shared quarters, develop isolation plans so COVID-19 does not spread among workers.	Completed Ongoing	Not Started N/A	
When offshore, develop isolation plans for suspected or confirmed COVID-19 cases that include:	Completed Ongoing	Not Started N/A	
Single occupancy quarters and a separate bathroom (if available).	Completed Ongoing	Not Started N/A	
A procedure for safely transporting sick workers off the vessel in consultation with medical providers and applicable federal, SLTT, and port authorities.	Completed Ongoing	Not Started N/A	
Stocking sufficient quantities of PPE and medical supplies to meet demands while at sea.	Completed Ongoing	Not Started N/A	
<b>Protect personnel who are managing sick workers.</b>	Completed Ongoing	Not Started N/A	
Provide appropriate PPE to personnel managing sick workers and those needing to be within 6 feet of them (gloves, gown, eye protection, and face mask, at minimum). Note: An N95 filtering facepiece respirator (or more protective) is necessary for staff managing an employee who has <a href="#">symptoms</a> of COVID-19.	Completed Ongoing	Not Started N/A	
Ensure any use of respiratory protection is within the context of a comprehensive respiratory protection program in accordance with <a href="#">OSHA's respiratory protection standard</a> .	Completed Ongoing	Not Started N/A	
Train personnel to properly <a href="#">put on, take off, and dispose of PPE</a> .	Completed Ongoing	Not Started N/A	

Item	Status	Notes/Comments
<b>Develop an action plan for workers with suspected or confirmed COVID-19.</b>	Completed Ongoing	Not Started N/A
Inform anyone who had close contact with the ill worker (i.e., within 6 feet for 15 minutes or more) of their possible exposure to COVID-19, while protecting the ill worker's confidentiality, per the <a href="#">Americans with Disabilities Act</a> .	Completed Ongoing	Not Started N/A
<b>Clean and disinfect</b> the work areas, equipment, common areas, and tools that the ill worker used within the 72 hours prior to becoming ill.	Completed Ongoing	Not Started N/A
If there is an ill worker in employer-furnished living spaces:	N/A	N/A
Do not allow other workers to use shared areas until after they are cleaned and disinfected.	Completed Ongoing	Not Started N/A
Clean and disinfect living quarters, cooking and eating areas, bathrooms, and laundry facilities.	Completed Ongoing	Not Started N/A
Work with SLTT health officials to identify other exposed individuals.	Completed Ongoing	Not Started N/A
Ensure on-site healthcare personnel follow appropriate CDC and OSHA protective guidance for <a href="#">healthcare</a> and <a href="#">emergency response</a> personnel.	Completed Ongoing	Not Started N/A

## Addressing Return to Work after Worker Exposure to COVID-19

Item	Status	Notes/Comments
<b>Plan for workers to return to work after having or being exposed to COVID-19.</b>	Completed Ongoing	Not Started N/A
Follow <a href="#">CDC's Critical Infrastructure Guidance</a> for workers who have had a COVID-19 exposure but do not have symptoms.	Completed Ongoing	Not Started N/A
Implement strategies from <a href="#">CDC's COVID-19 Critical Infrastructure Sector Response Planning</a> to manage continuation of work while protecting the health of workers and the public.	Completed Ongoing	Not Started N/A
Workers with COVID-19 should not return to work until they meet the <a href="#">criteria to discontinue home isolation</a> and have consulted with their healthcare providers and SLTT health departments.	Completed Ongoing	Not Started N/A
As workers return, reassess COVID-19 transmission levels in the area and consult with SLTT health officials to develop the most appropriate plan.	Completed Ongoing	Not Started N/A

## Checklist for Seafood Processing Worksites

### Section 3: Engineering Controls

Item	Status		Notes/Comments
Establish social distancing policies and practices.	Completed Ongoing	Not Started N/A	
Configure work environments so that workers are spaced at least 6 feet apart.	Completed Ongoing	Not Started N/A	
Modify the alignment or arrangement of workstations so that workers are at least 6 feet apart in all directions.	Completed Ongoing	Not Started N/A	
Use markings and signs to remind workers to maintain social distancing.	Completed Ongoing	Not Started N/A	
Install physical barriers between workers if it is not possible to maintain a 6-foot distance.	Completed Ongoing	Not Started N/A	
Consider consulting with a heating, ventilation, and air conditioning engineer to ensure adequate ventilation in work areas.	Completed Ongoing	Not Started N/A	
Minimize the use of hard-mounted cooling fans, which can blow potentially infectious droplets from one worker to another.	Completed Ongoing	Not Started N/A	
Remove personal cooling fans; then, take additional steps to prevent <a href="#">heat hazards</a> .	Completed Ongoing	Not Started N/A	
Evaluate the need for additional handwashing and hand-sanitizing locations.	Completed Ongoing	Not Started N/A	
Add additional (touch-free, if possible) time clock stations or stagger shifts to reduce crowding around existing time clock stations.	Completed Ongoing	Not Started N/A	
Remove or rearrange chairs and add visual cues in break areas to support social distancing.	Completed Ongoing	Not Started N/A	

## Checklist for Seafood Processing Worksites

### Section 4: Administrative Controls

Item	Status		Notes/Comments
<b>Promote social distancing.</b>	Completed	Not Started	
	Ongoing	N/A	
Encourage single-file movement with a 6-foot distance between workers throughout the worksite, or wherever possible.	Completed	Not Started	
	Ongoing	N/A	
Designate workers to monitor and facilitate distancing on processing line floors.	Completed	Not Started	
	Ongoing	N/A	
Stagger work shifts, mealtimes, and break times to reduce crowding in break, locker, and lunchrooms and other common areas.	Completed	Not Started	
	Ongoing	N/A	
Provide visual cues (e.g., floor markings, signs) as a reminder to workers to maintain social distancing.	Completed	Not Started	
	Ongoing	N/A	
Discourage workers from carpooling to and from work. If shared transportation is a necessity, then employers and workers who provide and coordinate shared transportation should use the following control practices:	Completed	Not Started	
	Ongoing	N/A	
Increase the number of vehicles and/or the frequency of trips to decrease the passengers in each vehicle.	Completed	Not Started	
	Ongoing	N/A	
Advise drivers to lower vehicle windows to increase airflow.	Completed	Not Started	
	Ongoing	N/A	
Provide hand washing/sanitizing stations for use before entering a vehicle and upon exiting a vehicle at its destination.	Completed	Not Started	
	Ongoing	N/A	
Train shared-vehicle occupants to follow <a href="#">coughing and sneezing etiquette</a> .	Completed	Not Started	
	Ongoing	N/A	
Encourage shared-vehicle occupants to wear <a href="#">cloth face coverings</a> .	Completed	Not Started	
	Ongoing	N/A	
Clean and disinfect shared vehicles in accordance with <a href="#">CDC guidelines for non-emergency transport vehicles</a> before and after each trip, or daily at a minimum.	Completed	Not Started	
	Ongoing	N/A	
Consider grouping workers together into cohorts that include the same workers each day.	Completed	Not Started	
	Ongoing	N/A	



Item	Status		Notes/Comments
<b>Review leave and sick leave policies.</b>	Completed	Not Started	
	Ongoing	N/A	
Ensure sick leave policies and incentive programs allow ill workers to stay home and do not penalize them for taking sick leave.	Completed	Not Started	
	Ongoing	N/A	
Ensure workers are aware of and understand sick leave policies.	Completed	Not Started	
	Ongoing	N/A	
Consider leave flexibilities such as allowing advances on future sick leave or allowing workers to donate sick leave to each other.	Completed	Not Started	
	Ongoing	N/A	
<b>Promote hand hygiene.</b>	Completed	Not Started	
	Ongoing	N/A	
Encourage workers to <b>wash their hands</b> often with soap and water for at least 20 seconds.	Completed	Not Started	
	Ongoing	N/A	
Provide access to permanent and/or temporary hand washing facilities equipped with soap, clean water, and clean, single-use towels.	Completed	Not Started	
	Ongoing	N/A	
Increase the number of hand washing stations.	Completed	Not Started	
	Ongoing	N/A	
When soap and water are not immediately available, provide access to temporary stations equipped with hand sanitizer containing at least 60% alcohol or other appropriate sanitizer per the worksite's good manufacturing practices (GMPs).	Completed	Not Started	
	Ongoing	N/A	
Place sanitizing stations in multiple locations including entry/exit and time clock stations.	Completed	Not Started	
	Ongoing	N/A	
<b>Implement other worksite programs to promote personal hygiene:</b>	Completed	Not Started	
	Ongoing	N/A	
Build additional staggered short breaks into schedules for additional hand washing.	Completed	Not Started	
	Ongoing	N/A	
Provide tissues and no-touch trash receptacles.	Completed	Not Started	
	Ongoing	N/A	
Educate workers to avoid touching their faces, including their eyes, nose, and mouth, until after washing hands thoroughly.	Completed	Not Started	
	Ongoing	N/A	
Educate workers to wash/sanitize their hands after completing work, removing PPE, and/or removing face coverings, and before and after eating, smoking, or touching their face.	Completed	Not Started	
	Ongoing	N/A	

Item	Status		Notes/Comments
CDC <a href="#">recommends</a> that all persons wear cloth face coverings in addition to social distancing. <sup>1</sup>	Completed Ongoing	Not Started N/A	
Employers who determine that cloth face coverings should be worn in the worksite, including to comply with SLTT requirements for their use, should ensure the cloth face coverings:	N/A		N/A
Fit over the nose and mouth and fit snugly and comfortably against the side of the face.	Completed Ongoing	Not Started N/A	
Are secured with ties or ear loops.	Completed Ongoing	Not Started N/A	
Include multiple layers of fabric.	Completed Ongoing	Not Started N/A	
Allow for breathing without restriction.	Completed Ongoing	Not Started N/A	
Can be laundered using the warmest appropriate water setting and machine dried daily after the shift. A clean cloth face covering should be used each day.	Completed Ongoing	Not Started N/A	
Are not used if they become damaged, wet, or contaminated.	Completed Ongoing	Not Started N/A	
Are replaced with clean coverings, provided by the employer, when they become damaged, wet, or contaminated at work.	Completed Ongoing	Not Started N/A	
Are handled as little as possible to prevent transferring infectious materials to the cloth.	Completed Ongoing	Not Started N/A	
Are not worn with or instead of <a href="#">respiratory protection</a> when respirators are needed.	Completed Ongoing	Not Started N/A	

<sup>1</sup>CDC [recommends](#) wearing cloth face coverings as a protective measure in addition to social distancing (i.e., staying at least 6 feet away from others). Cloth face coverings may be especially important when social distancing is not possible or feasible based on working conditions. A cloth face covering may reduce the amount of large respiratory droplets that a person spreads when talking, sneezing, or coughing. Cloth face coverings may prevent people who do not know they have the virus that causes COVID-19 from spreading it to others. Cloth face coverings are intended to protect other people—not the wearer.

**Cloth face coverings are not PPE.** Cloth face covering should not be used as a substitute for a respirator or surgical mask in worksites where such equipment is needed to protect the wearer. **While wearing cloth face coverings is a public health measure intended to reduce the spread of COVID-19 in communities, it may not be practical for workers to wear a single cloth face covering for the full duration of a work shift (e.g., eight or more hours) if they become wet, soiled, or otherwise visibly contaminated during the work shift.** If cloth face coverings are worn in these operations, employers should provide readily available clean cloth face coverings (or disposable facemask options) for workers to use when the coverings become wet, soiled, or otherwise visibly contaminated.

Item	Status		Notes/Comments
All communication and training on COVID-19 should be easy to understand, in preferred languages, and at appropriate literacy levels.	Completed Ongoing	Not Started N/A	
Provide accurate and timely training and information to workers that includes:	N/A		N/A
Symptoms of COVID-19, how it spreads, risks for worksite exposures, and how workers can protect themselves.	Completed Ongoing	Not Started N/A	
Proper <b>handwashing</b> and use of hand sanitizer.	Completed Ongoing	Not Started N/A	
Social distancing practices at the worksite and other shared spaces.	Completed Ongoing	Not Started N/A	
<b>Cough and sneeze etiquette.</b>	Completed Ongoing	Not Started N/A	
Putting on and taking off PPE, gloves, goggles, face shields, and cloth face coverings.	Completed Ongoing	Not Started N/A	
What workers should do if they become ill.	Completed Ongoing	Not Started N/A	
Employer policies regarding COVID-19 (e.g., disinfection protocols, housing and worker isolation, sick leave policies).	Completed Ongoing	Not Started N/A	
How workers should alert their supervisors if they have symptoms of COVID-19 or close contact with someone with confirmed or suspected COVID-19.	Completed Ongoing	Not Started N/A	
Place <b>posters</b> , in all preferred languages, at worksite entrances and in all common areas to reinforce training.	Completed Ongoing	Not Started N/A	

## Cleaning, Disinfection, and Sanitation

Item	Status		Notes/Comments
Protect workers performing cleaning and disinfection activities by evaluating chemical hazards and determining if cleaning, disinfection, and sanitation tasks require additional controls, such as PPE.	Completed Ongoing	Not Started N/A	
Conduct cleaning, disinfection, and sanitation:	Completed Ongoing	Not Started N/A	
Develop <a href="#">cleaning, disinfection, and sanitation protocols</a> for daily cleaning and sanitation of work stations.	Completed Ongoing	Not Started N/A	
Develop cleaning and disinfecting procedures for high-touch areas such as tools, processing equipment, and workstations, following <a href="#">CDC guidance on cleaning and disinfection methods</a> .	Completed Ongoing	Not Started N/A	
Follow disinfection product manufacturers' contact time recommendations.	Completed Ongoing	Not Started N/A	
Follow <a href="#">FDA's requirements</a> when choosing disinfectants or alternative cleaning methods for surfaces with which food comes into contact.	Completed Ongoing	Not Started N/A	
Ensure that disinfectants are appropriate by referring to <a href="#">List N</a> on the EPA website for EPA-registered disinfectants for use against SARS-CoV-2.	Completed Ongoing	Not Started N/A	
Obtain additional <a href="#">information from EPA on cleaning and disinfecting workplaces</a> .	Completed Ongoing	Not Started N/A	
Conduct targeted and more frequent <a href="#">cleaning and disinfecting</a> of high-touch areas outside production areas (e.g., time clocks, bathroom fixtures, vending machines, railings, door handles).	Completed Ongoing	Not Started N/A	
Clean and disinfect break areas at least once per shift.	Completed Ongoing	Not Started N/A	
Clean and disinfect shared tools between each worker's use.	Completed Ongoing	Not Started N/A	

## Checklist for Seafood Processing Worksites

### Section 5: Personal Protective Equipment

Item	Status		Notes/Comments
<b>Conduct a hazard assessment to determine if PPE is necessary to protect workers.</b>	Completed	Not Started	
	Ongoing	N/A	
When PPE is needed, consider additional hazards that may be created by new or poorly fitting PPE (e.g., caught in machinery) and how to prevent such hazards.	Completed	Not Started	
	Ongoing	N/A	
<b>Provide training on how to properly use PPE that is easy for workers to understand, in their preferred languages, and at appropriate literacy levels.</b>	Completed	Not Started	
	Ongoing	N/A	
Use <a href="#">videos</a> or in-person visual demonstrations.	Completed	Not Started	
	Ongoing	N/A	
Keep workers at least 6 feet apart during training and demonstrations.	Completed	Not Started	
	Ongoing	N/A	
Training should include the following:	Completed	Not Started	
	Ongoing	N/A	
When to use PPE and which PPE is necessary.	Completed	Not Started	
	Ongoing	N/A	
How to properly put on and take off PPE ( <a href="#">donning and doffing</a> ).	Completed	Not Started	
	Ongoing	N/A	
How to properly dispose of single-use PPE.	Completed	Not Started	
	Ongoing	N/A	
How to properly clean, disinfect, and store reusable PPE.	Completed	Not Started	
	Ongoing	N/A	
Instructions on how to <a href="#">wash hands</a> with soap and water for 20 seconds or use alcohol-based hand sanitizer containing at least 60% alcohol after removing PPE.	Completed	Not Started	
	Ongoing	N/A	
Guidance that PPE worn at the worksite should not be taken home or shared.	Completed	Not Started	
	Ongoing	N/A	
<b>Ensure workers continue to wear appropriate gloves for their task (e.g., working with seafood, cleaning equipment, handling boxes).</b>	Completed	Not Started	
	Ongoing	N/A	

## Checklist for Seafood Processing Worksites

### Section 6: Special Considerations for Shared Living Spaces

Item	Status		Notes/Comments
Provide <b>basic guidance</b> about COVID-19 and steps being taken to prevent transmission in housing areas in languages workers understand.	Completed Ongoing	Not Started N/A	
Take steps to improve sleep and <b>manage fatigue</b> , such as maintaining a sleeping area that is comfortable, dark, cool, and quiet.	Completed Ongoing	Not Started N/A	
Prepare dedicated and segregated spaces for quarantining and isolating workers with confirmed or suspected COVID-19, including for sleeping quarters, kitchens, and restrooms.	Completed Ongoing	Not Started N/A	
<b>Promote enhanced sanitation practices.</b>	Completed Ongoing	Not Started N/A	
Provide disposable gloves, soap for handwashing, and household cleaners to help residents and staff implement <b>personal preventive measures</b> .	Completed Ongoing	Not Started N/A	
Develop and implement enhanced cleaning, disinfection, and sanitation plans:	Completed Ongoing	Not Started N/A	
Specify frequency of cleaning, disinfection, and sanitation.	Completed Ongoing	Not Started N/A	
Identify a person responsible for carrying out the plan.	Completed Ongoing	Not Started N/A	
Do not allow sharing of dishes, drinking glasses, cups, or eating utensils.	Completed Ongoing	Not Started N/A	
Handle non-disposable food service items with gloves and wash with hot water and dish soap or in a dishwasher.	Completed Ongoing	Not Started N/A	
<b>Clean and disinfect living quarters, cooking and eating areas, bathrooms, and laundry facilities.</b>	Completed Ongoing	Not Started N/A	
<b>Ensure <b>good airflow</b> in shared rooms:</b>	Completed Ongoing	Not Started N/A	
Provide air filtration systems and change filters according to manufacturers' directions.	Completed Ongoing	Not Started N/A	
Open windows, or use an air conditioner. Clean and change filters following manufacturer recommendations.	Completed Ongoing	Not Started N/A	

Item	Status		Notes/Comments
Routinely clean common areas following <a href="#">CDC cleaning and disinfection guidelines</a> .	Completed Ongoing	Not Started N/A	
Ensure residents regularly clean and disinfect living quarters following <a href="#">CDC cleaning and disinfection guidelines</a> .	Completed Ongoing	Not Started N/A	
Provide supplies for cleaning shared kitchen utensils and appliances.	Completed Ongoing	Not Started N/A	
Continue providing access to laundry facilities, but establish guidelines to ensure social distancing, such as room occupancy limits	Completed Ongoing	Not Started N/A	
Provide options for residents to properly store their reusable PPE to prevent cross-contamination.	Completed Ongoing	Not Started N/A	
<b>Maintain social distancing in shared housing.</b>	Completed Ongoing	Not Started N/A	
Encourage social distancing during all housing activities, including cooking, sleeping, and recreation.	Completed Ongoing	Not Started N/A	
Offer individual bedrooms for each worker, when possible.	Completed Ongoing	Not Started N/A	
Ensure social distancing in bedrooms by avoiding the use of bunkbeds.	Completed Ongoing	Not Started N/A	
Add physical barriers between bathroom sinks and in other areas where maintaining 6 feet is not possible.	Completed Ongoing	Not Started N/A	
Remove excess furniture and distribute remaining furniture in common areas to promote social distancing.	Completed Ongoing	Not Started N/A	
Conduct meetings and conversations outdoors, whenever possible, to minimize congregations within close quarters.	Completed Ongoing	Not Started N/A	
Encourage residents to wear <a href="#">cloth face coverings</a> in shared spaces.	Completed Ongoing	Not Started N/A	
Advise residents that cloth face coverings should not be placed on anyone who is unconscious, incapacitated, or otherwise unable to remove the face covering without assistance.	Completed Ongoing	Not Started N/A	

Item	Status		Notes/Comments
<b>Conduct daily health checks at shared housing.</b>	Completed	Not Started	
	Ongoing	N/A	
Screen residents for <b>symptoms</b> and check temperatures daily.	Completed	Not Started	
	Ongoing	N/A	
Offer multiple screening locations or staggered screening times to prevent congregations of large groups.	Completed	Not Started	
	Ongoing	N/A	
Protect the confidentiality of those with suspected or confirmed COVID-19 per the <b>Americans with Disabilities Act</b> .	Completed	Not Started	
	Ongoing	N/A	
<b>Establish a plan for responding to residents with suspected or confirmed COVID-19.</b>	Completed	Not Started	
	Ongoing	N/A	
Provide ill residents with accommodations that are separate from residents who are not ill.	Completed	Not Started	
	Ongoing	N/A	
Ensure personnel managing sick residents are protected from exposure by providing PPE for use when they are within 6 feet of individuals who are sick.	Completed	Not Started	
	Ongoing	N/A	
Use separate buildings or rooms instead of physical barriers to separate ill residents from well residents.	Completed	Not Started	
	Ongoing	N/A	
Provide separate food and bathroom access, where possible.	Completed	Not Started	
	Ongoing	N/A	
Restrict non-essential persons from entering the isolation area.	Completed	Not Started	
	Ongoing	N/A	
Ensure that ill workers have access to medical care or telemedicine consultation.	Completed	Not Started	
	Ongoing	N/A	
Provide safe transportation that does not expose other workers to SARS-CoV-2.	Completed	Not Started	
	Ongoing	N/A	
Consult with clinicians and public health authorities to monitor workers who are ill and provide guidance on the surveillance and housing of all workers.	Completed	Not Started	
	Ongoing	N/A	