



Primary & Secondary
Healthcare Department

Government of the Punjab
Dated Lahore the 9th April 2020

To,

1. Additional Chief Secretary (Home), Government of Punjab
2. Inspector General of Police, Government of Punjab
3. Secretary Industries, Commerce, Investment and Skill Development Department, Government of Punjab
4. Secretary Labour and Human Resource Department, Government of Punjab
5. All Commissioners in Punjab
6. Director General, Provincial Disaster Management Authority, Punjab
7. All Deputy Commissioners in Punjab
8. All Chief Executive Officers, District Health Authorities in Punjab
9. All Medical Superintendents, DHQ/THQ Hospitals in Punjab

SUBJECT: **HEALTH SAFETY SOPs FOR CONSTRUCTION WORKERS/SECTOR FOR COVID-19**

In wake of anticipated waiver of ban on Construction Sector, as decided in the meeting of National Coordination Committee on COVID-19 held on 3rd April 2020, the Primary and Secondary Healthcare Department (P&SHD), hereby, issues Health Safety SOPs for Construction Workers/ Sector with a view to protecting labour workforce and minimizing the spread of COVID-19 infection, as follows:

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1. SCOPE	
	These guidelines are applicable to construction sites of all kind irrespective of its and nature of work and will include but not limited to the following: <ul style="list-style-type: none">• Buildings (Residential, Commercial, Industrial etc.)• Home construction, repair and maintenance work (small scale)• Roads and Infrastructure• Any other work involving skilled and un-skilled labour related to construction industry
2. RESPONSIBILITY FOR IMPLEMENTATION OF GUIDELINES	
	Responsibility for implementation of SOPs at construction site would be upon: <ul style="list-style-type: none">• Owner of the site or his designee• Contractor• Site Manager

3. MONITORING BY	<ul style="list-style-type: none"> • Labour and Human Resource Department • Respective District Administration • Respective District Health Authority
4. SELECTION OF LABOR/WORKFORCE	<ul style="list-style-type: none"> • Workers selection and enrollment should be managed through head-hunting and snow-balling to discourage picking from labour addas. • Anyone who meets one of the following criteria should not come to site for work and not be allowed to work either: <ul style="list-style-type: none"> ○ Has a high temperature or a new persistent dry cough ○ Is a vulnerable person (by virtue of age and underlying health condition etc.) ○ Is a close contact of person diagnosed as COVID-19 patient
5. AWARENESS TO LABOUR WORKFORCE	<ul style="list-style-type: none"> • Site management must ensure awareness and education to the labor and workforce about Coronavirus disease and its prevention • Mandatory conduct awareness sessions/drills with labour on daily basis before start of shift. • Easy to understand educational and awareness material with preventive measures must be available at site according to nature of risk • Site management should remind the workforce at every opportunity that all preventive measures are aimed at protecting them, their colleagues, their families and the general population
6 ACCESS TO THE SITE	
	(A) TRAVEL AND TRANSPORT
	<ul style="list-style-type: none"> • Wherever possible workers should travel to site alone using their own transport. • Spacious parking facility should be available for motorbikes and bicycles • If labour is required to be transported in single vehicle, personnel should maintain safe distancing (at least 1 meter while seated) • The use of airconditioned vehicle should be avoided • Ensure disinfection of vehicle after each trip
	(B) ACCESS POINTS
	<ul style="list-style-type: none"> • Stop all non-essential visitors • Introduce staggered start and finish times to reduce congestion and contact at all times • Monitor site access points to enable social distancing – increase the number of access points in case of large-scale construction site.

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SITE MEETINGS

- Only essentially required meeting should be held with minimum possible participants
- Attendees should be maintaining safe distance i.e. at least 1 meter apart from each other
- Rooms should be well ventilated/ windows opened to allow fresh air circulation
- Consider holding meetings in open areas where possible.
- Strictly Avoid handshakes and hugging

7. AVOIDING CLOSE WORKING

- Reduce the labour/workforce capacity of construction site to half or minimum possible strength
- The shift arrangements can also be considered to minimize congestion.
- Ensure selected and assigned entry of labour to the work areas/floors in order to ensure safe distancing
- There will be situations where it is not possible or safe for workers to distance themselves from each other by at least of 1 meter.
- Ensure provision of minimum protection equipment to workers like facemasks advise them to use them while working in proximity.
- Plan all the work to minimize contact between workers
- Maintain daily record of labor/workforce in staff register along with contact details and address
- Assign work to laborer on certain site area and maintain the record that will help in identifying close contacts in case any person develops symptoms
- Stairs should be used in preference to lifts or hoists. Staircases and handles be disinfected with regular intervals
- Where lifts or hoists must be used:
 - Lower their capacity to reduce congestion and contact at all times
 - Regularly clean touchpoints, doors, buttons etc.
- Increase ventilation in enclosed spaces

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- The labour should not leave the site once on site and try to avoid local shops. In case, this is necessary, all SOPs for site entry will be applied for every visit
- Dedicated eating areas should be identified on site to reduce food waste and contamination
- The eating area must be ventilated and spacious so that safe distancing can be ensured
- Break times should always be divided to reduce congestion and contact
- Hand washing facilities should be available at the entrance of any room where people eat
- The workers should be asked to bring pre-prepared meals and refillable drinking bottles from home
- Crockery, eating utensils, cups etc. should not be exchanged among workers
- Workers should sit at least 1 meter apart from each other whilst eating to avoid physical contact
- Where catering is provided on site, it should provide pre-cooked food only using disposable packaging and crockery
- Drinking water should be provided with enhanced cleaning measures by washing and disinfecting the tap
- Tables, if used should be cleaned and disinfected between each use
- All areas used for eating must be thoroughly cleaned at the end of each break and shift, including chairs, door handles, vending machines and payment devices.

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CLEANING AND WASTE DISPOSAL

- Enhanced cleaning procedures should be in place across the site, particularly in communal areas and at touch points including:
 - Taps and washing facilities
 - Toilet flush and seats
 - Door handles and push plates
 - Handrails on staircases and corridors
 - Lift and hoist controls
 - Machinery and equipment controls
 - Food preparation and eating surfaces
 - Telephone equipment
- Waste collection and storage points should be increased and emptied regularly throughout and at the end of each day
- Provide suitable and enough waste bins in these areas with regular removal and disposal
- All waste should be put straight in the bin and not left for someone

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	<p>... soap and fresh water is always readily available and kept topped up</p> <ul style="list-style-type: none">• Provide hand sanitizer where hand washing facilities are unavailable• Regularly clean the hand washing facilities and check soap and sanitizer levels• Provide suitable and enough waste bins for hand towels with regular removal and disposal.• Monitor Hand washing practices of workers
	<ul style="list-style-type: none">• TOILET FACILITIES
	<ul style="list-style-type: none">• Restrict the number of people using toilet facilities at any one time e.g. depute toilet attendant• Educate on hand washing before and after using the facilities• Enhance the cleaning regimes for toilet facilities particularly door handles, locks and the toilet flush• All toilets must be cleaned and disinfected at least once in a day.• Portable toilets should be avoided wherever possible, but where in use these should be cleaned and emptied more frequently as per SOPs
	INSTRUCTIONS FOR WORKERS
	<ul style="list-style-type: none">• Strictly abide by the preventive measures as advised by the supervisor/site management• Observe safe distancing with other workers (at least 1 meter)• Regularly wash hands with soap and water on entry and exit to work site• Wash hands after using toilets and before meals• Don't shake hands or hug other workers• Isolate your self immediately from others if you develop cough fever or flu and report to your supervisor• Avoid touching items and surfaces of common use• Use face mask

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| | <ul style="list-style-type: none">• Cough or sneeze into a tissue and put it in a bin, or if they do not have tissues, cough and sneeze into the crook of their elbow. |
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9/4/20

Dr. Asim Altaf
Additional Secretary (Tech)
Primary & Secondary Healthcare
Department

No. & Date Even:

A copy is forwarded for information and further necessary action to:

1. Secretary Specialized Healthcare Department & Medical Education Department (SHC&MED)
2. Additional Secretary (Staff) to Chief Secretary, Punjab
3. Director General Health Services, Punjab, Lahore
4. PSO to Secretary, P&SH Department, Lahore