



The following guidelines run parallel to the **Oregon State "Phase One"** reopening requirements. Keep a safe and healthy facility in accordance with state and federal law, and comply with COVID19 worksite-specific safety practices, as outlined in Governor Brown's "Reopening Oregon" proclamation. The goal is to protect employees, vendors and customers to the best of your ability. The business should be 100% disinfected prior to anyone returning to work. Execute with transparency and ensure your ability to adjust as needed

Name of Business:	Date:
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	Yes	No	Comments	Completed
Basic Preparations				
<ul style="list-style-type: none"> • Have individuals (or team) been assigned the overall responsibility for the reopening planning and implementation? 	<input type="checkbox"/>	<input type="checkbox"/>		
PPE and Hygiene				
<ul style="list-style-type: none"> • Have facial coverings been provided for all staff? 	<input type="checkbox"/>	<input type="checkbox"/>		
<ul style="list-style-type: none"> • Have staff been trained on proper handwashing techniques? 	<input type="checkbox"/>	<input type="checkbox"/>		
Disinfection Measures				
<ul style="list-style-type: none"> • Has a disinfection plan been established? Include workstations, tools, equipment, restrooms, common areas and "high touch" points 	<input type="checkbox"/>	<input type="checkbox"/>		
Vendors				
<ul style="list-style-type: none"> • Have you established protocols for deliveries to minimize contact? 	<input type="checkbox"/>	<input type="checkbox"/>		
Physical Distancing				
<ul style="list-style-type: none"> • Have 6 ft physical distancing requirements been applied? Include customers, employees, and vendors 	<input type="checkbox"/>	<input type="checkbox"/>		
<ul style="list-style-type: none"> • If 6 ft physical distancing cannot be maintained, have JHA's been completed and Hierarchy of Controls utilized? 	<input type="checkbox"/>	<input type="checkbox"/>		
General Operations				
<ul style="list-style-type: none"> • Are all tenets of Phase 1 requirements implemented and followed? 	<input type="checkbox"/>	<input type="checkbox"/>		

COVID-19 Safety Checklist



Employee Training				
<ul style="list-style-type: none"> Have ALL employees been trained prior to returning to work on all sections of COVID19 policy? Include Phase 1 requirements 	<input type="checkbox"/>	<input type="checkbox"/>		
Isolation Protocol:				
<ul style="list-style-type: none"> Are appropriate actions identified and actions taken if an employee becomes ill at work? 	<input type="checkbox"/>	<input type="checkbox"/>		

Comments/Special Instructions: _____

Inspection conducted by: _____ Signature _____