

MAKING SPACE ON SITE:

an industry guideline to manage



COVID-19 on Kitchen and Bathroom Renovations

In line with national work, health and safety requirements and the current health and safety obligations to meet COVID-19 working arrangements, the residential (domestic) building industry and those who undertake renovation or repair work commit to making space on site to minimise the risk of exposure to COVID-19.

(1) Ensure the Government's Social Distancing criteria are met at all times by:

- Limiting access to any building sites to **essential workers** involved in activity on the given day
- Applying the **1 person per square metre** rule for building work being undertaken in enclosed or internal spaces
- Adopting the 1.5 metre social distancing requirement where possible
- Limiting any **external visitors or third parties** (e.g. building inspections) to be arranged with the building supervisor and at a time with limited people on site

(2) Ensure the Government's self-isolation rules are met at all times by:

- **Contacting the homeowner** prior to each working day to confirm that no person in the home is required to **self-isolate**
- Keeping any person **displaying cold, flu or similar symptoms** away from sites until the symptoms have passed or a negative test is provided to the site supervisor
- Where required enforcing the 14 day self-isolation policy for anyone returning from overseas or interstate immediately
- Keeping any person who has been tested for COVID-19 off site until they have a clear result.

(3) Managing the customer (when homeowner remains living at building site) by:

- Providing the homeowner with an **outline of all COVID-19 site safety measures** that will be implemented on site and providing updates on any changes
- Developing an **action plan** in consultation with the homeowner regarding site management
- Having **ongoing and open discussions** on a daily (or more frequent) basis with homeowners on key issues such as scheduling, staging of work and site safety
- Communicating with homeowners, using **phone or electronic means**, for discussions effecting building contract or condition or work scheduling

(4) Isolating all building work areas from non-building work areas by:

- Providing all necessary **clear work zones** and workstations for dedicated tasks
- Providing dedicated (and sign posted) **'workers only' building access and egress points** where practical
- Providing **physical separation and barriers** between building work and non-building work areas
- Facilitating as much **off-site construction work** as practical
- Carrying out as many tasks as possible **external to the building** (with appropriate noise control and safety measures)

(5) Managing project scheduling to minimise overlaps and numbers of people on site by:

- Scheduling trades and work to minimise people on site and having designated work zones away from other workers performing different tasks
- Maintaining a **daily record** of all persons on site using a tool such as a QR Code or written site register.
- Supporting workers to **travel alone** in company or private vehicles to and from site

(6) Ensure workers have access to PPE by:

- Providing access to personal protective equipment that does not need to be shared including gloves, safety masks and eye protection appropriate to the work being performed.
- Ensuring all contractors entering the site have their own **PPE**
- Ensuring where face masks are required to be worn, all people are wearing face masks on site

(7) Ensure adequate hygiene and safety facilities are provided on site for all workers by:

- Providing adequate **cleaning products and facilities** for all people on site
- Implementing **regular handwashing schedules** for workers
- Regularly (daily) **cleaning and disinfecting** of any common work zone areas with occupants ie; door handles, taps etc
- Increasing **ventilation** where internal work is being undertaken
- **Minimise dust, waste build up and removal of waste** to maintain a safe and comfortable environment for homeowners while work is carried out

(8) Facilitate contactless deliveries, payments and travelling out of peak times by:

- Going **contactless** as far as practicable with orders and site deliveries
- Maintaining work site **operation times** to allow workers to travel to and from sites in **off peak times**
- Maintaining work site operation times that coincide with when homeowners are off-site (where possible)

(9) Facilitate site inductions and updates on latest Government requirements by:

- Encourage all workers entering the site to download the COVIDSafe app to allow easy contact tracing should a person later be identified as having the virus
- Conducting regular 'tool box' discussions to enable workers to stay informed on **Government COVID-19 updates**
- Developing an action plan for how the site will be managed should a person enter the site with the virus
- 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 site supervisor that they have been in close contact