



Project Punch List Template

19 Nov 2020 / SafetyCulture Staff

Complete

Score	67.19%	Failed items	41	Actions	12
Date	19th Nov, 2020				
Prepared by	SafetyCulture Staff				
Location	Makati, Metro Manila, Philippines (14.554729, 121.0244452)				

Failed Items & Actions

41 failed, 12 actions

Failed items

41 failed, 10 actions

Materials / I. Deliveries

1. All equipment and material deliveries must be carefully planned and monitored.

Non-Compliant



Photo 1

Materials / I. Deliveries

2. Transition and delivery zones are identified and limited to select personnel, i.e., receivers and deliverers.

Non-Compliant

People are crowding delivery zones.

Manpower / I. Awareness and Communication

1.1. All languages and dialects should be accounted for to ensure proper communication.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:48 AM +08 | Created by SafetyCulture Staff

Translate protocols into Bisaya for Cebuano workers.

Manpower / I. Awareness and Communication

2.1. Daily updates on the latest developments.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:49 AM +08 | Created by SafetyCulture Staff

Read news articles.

To do | Priority Low | Due 26th Nov, 2020 9:49 AM +08 | Created by SafetyCulture Staff

Check government website.

Manpower / I. Awareness and Communication

3.2. Proper handwashing using anti-bacterial soap (or use alcohol-based hand sanitizer when unavailable).

Non-Compliant



Photo 3

To do | Priority Low | Due 26th Nov, 2020 9:49 AM +08 | Created by SafetyCulture Staff

We ran out of soap. Please replenish.

Manpower / I. Awareness and Communication

3.5. Covering of mouth with tissue or arm (if tissue is unavailable) when sneezing or coughing.

Non-Compliant

Workers forget to do this because they are all wearing face masks.

Manpower / I. Awareness and Communication

3.7. Do not share personal belongings such as phones, pens, PPEs.

Non-Compliant

One of the workers shared his phone with the others to watch this TV show.



Photo 4

Manpower / I. Awareness and Communication

6. All workers would need to provide their location or place of residence prior to working. This is to help create a proper algorithm for contact tracing.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:51 AM +08 | Created by SafetyCulture Staff

Need to get the workers' addresses.

Manpower / II. Clearing for Return to Work

2. Screening and entry at construction site. Item 4, Section 8 of the Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines, dated 15 May 2020, states that "Compliance with Joint DTI-DOLE Return-toWork Guidelines and DOH Return-to-Work Guidelines shall be considered sufficient compliance with minimum health standards. In no case shall the testing of all returning workers be construed as a condition precedent for his/her return." The most important screening step is checking all returning workers for symptoms within the last 14 days and excluding anyone who is symptomatic. (Annex B) Contractors have the option to test workers for COVID-19 thru DOH prescribed testing protocols to determine if there is asymptomatic transmission.

Non-Compliant



Photo 5

Manpower / II. Clearing for Return to Work

3.2.1. Fulfill the adequate time for self-quarantining as recommended by the DOH.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:53 AM +08 | Created by SafetyCulture Staff

Tell worker to return 14 days after testing negative.

Manpower / III. Monitoring

2.1. Constant reminder on proper coughing etiquette.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:55 AM +08 | Created by SafetyCulture Staff

Need to remind people to use their handkerchiefs when they cough.

Manpower / III. Monitoring

3. Limit number of Work Personnel

Non-Compliant

Manpower / III. Monitoring

3.1. Limited mobilization of personnel and minimized skeletal staff.

Non-Compliant

Manpower / V. Social Distancing and Precautionary Measures

3.4. Should be well ventilated / windows opened to allow fresh air circulation.

Non-Compliant

Electric fan is old and broken.



Photo 9

Can't do | Priority Low | Due 26th Nov, 2020 9:57 AM +08 | Created by SafetyCulture Staff

Buy new electric fan.

Manpower / V. Social Distancing and Precautionary Measures

4. Provision of dedicated point-to-point shuttle service (residence-workplace residence and compliant with social distancing).

Non-Compliant



Photo 10

Manpower / V. Social Distancing and Precautionary Measures

5. Observe social distancing (e.g., no sharing of workspaces, staggered lunch breaks, use of large conference rooms only) and hygiene measures (e.g., provide hand washing and disinfection stations, mandatory use of face masks) in workplaces, shuttles and accommodations.

Non-Compliant



Photo 11



Photo 12



Photo 13

Manpower / V. Social Distancing and Precautionary Measures

5.3. Individuals are expected to clean up their own areas after eating with proper disinfectants.

Non-Compliant



Photo 14

To do | Priority Low | Due 26th Nov, 2020 9:58 AM +08 | Created by SafetyCulture Staff

Tell everyone to practice CLAYGO (clean as you go).

Manpower / V. Social Distancing and Precautionary Measures

5.5.1. Smokers/vapers must use designated area or do so off-site and butts are to be placed in the designated receptacle. Hands must be washed before and after smoking.

Non-Compliant

Manpower / V. Social Distancing and Precautionary Measures

5.6.2. Attendees should be one (1) meter apart from each other.

Non-Compliant



Photo 15

Manpower / V. Social Distancing and Precautionary Measures

5.6.3. Rooms should be well ventilated / windows opened to allow fresh air circulation.

Non-Compliant



Photo 16

Manpower / V. Social Distancing and Precautionary Measures

5.6.4. Hold meetings in open areas where possible.

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.2. All offices and jobsites should disinfect the following at least twice per day:

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:59 AM +08 | Created by SafetyCulture Staff
Schedule cleaning.

Manpower / VI. Site Operations / Construction Work Site

4.2.1. Door handles

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.2.2. Railings

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.2.3. Ladders

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.2.4. Switches

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.2.5. Controls

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.2.6. Shared equipment

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.2.7. Common and eating areas

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.2.8. Personal workstations

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.3. Hands and common tools/equipment are cleaned or disinfected after each task.

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

4.4. Awareness on location of commonly used items

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

5. All offices and jobsites should implement additional cleaning measures of common areas as recommended by the DOH.

Non-Compliant

Manpower / VI. Site Operations / Construction Work Site

8. A proper waste and disposal area must be provided, as well as proper disposal of contaminated products.

Non-Compliant

No segregated waste bins on-site.

Manpower / VII. Additional Guidelines for Vertical and Horizontal Projects

1.2. All vehicles would need to be disinfected, before being ready for use the next day.

Non-Compliant

Machinery / Machinery

1. All equipment deliveries must be carefully planned, monitored and managed to avoid the risk of COVID-19 transmission.

Non-Compliant

Machinery / Machinery

2. All delivered equipment must be cleaned and disinfected before use.

Non-Compliant



Photo 19

Machinery / Machinery

4. Clean equipment before and after each day's work with a disinfectant, concentrating on points of contact such as handles.

Non-Compliant

Machinery / Machinery

5.1. Plan, monitor and manage the transfer of equipment.

Non-Compliant

Machinery / Machinery

5.2. Equipment should be disinfected before transporting.

Non-Compliant

Machinery / Machinery

5.5. Once the equipment is received at the project site, number 2, 3 and 4 must be done.

Non-Compliant

Other actions

2 actions

Manpower / II. Clearing for Return to Work

3.2.2. Test negative for COVID-19.

Compliant

In progress | Priority High | Due 26th Nov, 2020 9:53 AM +08 | Created by SafetyCulture Staff

Arrange for worker to take antigen test.

Manpower / VI. Site Operations / Construction Work Site

6. Management can look up possible decontamination chambers (e.g. chlorine, iodine, betadine, potassium persulfate).

N/A

To do | Priority High | Due 26th Nov, 2020 10:00 AM +08 | Created by SafetyCulture Staff

Research on this ASAP.

Materials

2 failed, 66.67%

I. Deliveries

2 failed, 66.67%

1. All equipment and material deliveries must be carefully planned and monitored.

Non-Compliant



Photo 1

2. Transition and delivery zones are identified and limited to select personnel, i.e., receivers and deliverers.

Non-Compliant

People are crowding delivery zones.

2.1. Transition personnel are regularly monitored, always provided required Personal Protective Equipment (PPEs) and may be included for optional testing.

Compliant

2.2. Social distancing and other protocols by the Department of Health (DOH) should be followed.

Compliant

3. As much as possible, cargo is unloaded only by the receivers, while the deliverers do not leave their vehicles. If the receivers are not enough to unload the cargo, the deliverers must unload while the receiver has to wait at a secured distance until completed.

Compliant

4. All cargo should undergo proper disinfection procedures before use. Likewise, involved staff should also be properly disinfected before entering the jobsite.

Compliant

4.1. Materials, which are exposed to the sun, such as concrete and gravel, need not be disinfected.

N/A



Photo 2

Manpower

12 actions, 33 failed, 69.91%

I. Awareness and Communication

5 actions, 6 failed, 73.91%

1. Active communication between the workers, safety officers (as specified under Section 14 of R.A. 11058 and its Implementing Rules and Regulations (IRR) as specified in DOLE D.O. 198 S. 2018), site supervisors, and management is advised in planning and implementing the protocols.

Compliant

1.1. All languages and dialects should be accounted for to ensure proper communication.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:48 AM +08 | Created by SafetyCulture Staff

Translate protocols into Bisaya for Cebuano workers.

2. Infographics (may adopt DOH's), signages, and posters on health and safety measures (see Annex A) must be posted at entry points and strategic areas:

Compliant

2.1. Daily updates on the latest developments.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:49 AM +08 | Created by SafetyCulture Staff

Read news articles.

To do | Priority Low | Due 26th Nov, 2020 9:49 AM +08 | Created by SafetyCulture Staff

Check government website.

2.2. Self-screening measures.

Compliant

2.3. COVID-19 Hotline.

Compliant

3. As much as possible, all workers should exercise the practices for reducing the risk of transmission, and proper hygiene as identified by the DOH:

Compliant

3.1. Social distancing [at least one (1) meter distance from next person].

Compliant

3.2. Proper handwashing using anti-bacterial soap (or use alcohol-based hand sanitizer when unavailable).

Non-Compliant



Photo 3

To do | Priority Low | Due 26th Nov, 2020 9:49 AM +08 | Created by SafetyCulture Staff

We ran out of soap. Please replenish.

3.3. Avoid contact with own eyes, nose, and mouth.

Compliant

3.4. Prohibit spitting.

Compliant

3.5. Covering of mouth with tissue or arm (if tissue is unavailable) when sneezing or coughing.

Non-Compliant

Workers forget to do this because they are all wearing face masks.

3.6. Use and remove PPE with care.

Compliant

3.7. Do not share personal belongings such as phones, pens, PPEs.

Non-Compliant

One of the workers shared his phone with the others to watch this TV show.



Photo 4

3.8. Avoid physical greetings (e.g. handshakes, hugs).

Compliant

4. All workers' status on-site and off-site, are properly noted at all times by the safety officers.

Compliant

4.1. Fit to work

Compliant

4.2. Sick

Compliant

4.3. High temperature

Compliant

4.4. Other conditions

Compliant

5. An acceptable level of health evaluation is properly communicated between new hires and management.

Compliant

6. All workers would need to provide their location or place of residence prior to working. This is to help create a proper algorithm for contact tracing.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:51 AM +08 | Created by SafetyCulture Staff

Need to get the workers' addresses.

6.1. Additionally, workers coming from COVID-19 hotspots would need to be identified.

N/A

No workers coming from COVID-19 hotspots.

7. Quarantined workers should also be kept track of under strict confidentiality and privacy.

Compliant

II. Clearing for Return to Work

2 actions, 2 failed, 86.67%

1. Stringent qualification criteria for employees/workers:

Compliant

1.1. Must be 21 to 59-year-old, without pre-existing health conditions, such as, but not limited to, immunodeficiency, comorbidities, or other health risks, including any person who resides with the aforementioned.

Compliant

1.2. Employees or consultants who are 60-year-old or above may be part of the workforce for construction projects as may be allowed under General Community Quarantine (GCQ) and ECQ guidelines under Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines dated 15 May 2020 which states that those aged 60 and above may be allowed to work in permitted industries and offices.

Compliant

1.3. Must have no COVID 19 symptoms.

Compliant

2. Screening and entry at construction site. Item 4, Section 8 of the Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines, dated 15 May 2020, states that "Compliance with Joint DTI-DOLE Return-toWork Guidelines and DOH Return-to-Work Guidelines shall be considered sufficient compliance with minimum health standards. In no case shall the testing of all returning workers be construed as a condition precedent for his/her return." The most important screening step is checking all returning workers for symptoms within the last 14 days and excluding anyone who is symptomatic. (Annex B) Contractors have the option to test workers for COVID-19 thru DOH prescribed testing protocols to determine if there is asymptomatic transmission.

Non-Compliant



Photo 5

2.1. The Human Resource Department should undertake daily health prescreening (see Annexes C & D – DOLE Work Resumption Protocol & pre-screening sample form). Returning employees/workers should be made aware of giving accurate information as specified in RA 11332.

Compliant

2.2. All returning employees/workers must declare (via SMS) any recent travel history to or residence in an area with a reported case of local transmission of COVID-19 over the 14-days prior to entry.

Compliant

2.3. Returning workers that do not show any symptoms will be quarantined for 14 days within the jobsite and will be allowed to work under a zoned or grouped area.

Compliant

2.4. Those who have been living/confined in the barracks during ECQ/GCQ period for at least 14 days and with no symptoms, will be allowed to work immediately.	Compliant
2.5. Management should have an understanding and plan on how the workers travel to and from the jobsites.	Compliant
2.6. A heightened gate entrance screening protocol (see Annex E – Sample Protocol for Screening Employees and Visitors per DTI-DOLE Interim Guidelines) with the use of non-contact thermal scanners on ALL personnel upon entry to construction premises will be implemented. He/She must declare recent possible exposure to confirmed COVID-19 cases, including travel history to or residence in an area with reported local transmission of COVID-19 disease. The individual should also attest that they are not experiencing the following symptoms: (see Annex F – Daily COVID-19 Health Checklist Form)	Compliant
No one is experiencing any symptoms.	
2.6.1. Fever	N/A
2.6.2. Cough	N/A
2.6.3. Shortness of breath	N/A
2.6.4. Colds	N/A
2.6.5. Sore throat	N/A
2.6.6. Runny nose	N/A
2.6.7. Nasal congestion	N/A
2.6.8. Muscle pains	N/A
2.6.9. Headache	N/A
2.6.10. Difficulty of breathing	N/A
2.6.11. Diarrhea	N/A
2.6.12. Loss of sense of smell	N/A
2.6.13. Loss of sense of taste	N/A
2.7. Security guard or assigned personnel/safety engineers on duty will then refer these personnel to the Safety and Health Personnel, who will then conduct the DOH Decision Tool for COVID-19 Assessment.	Compliant
2.8. Employers shall provide the DOLE through its Regional Office copy furnished DOH, monthly report of illness, diseases and injuries utilizing the DOLE Work Accident/Illness Report Form (WAIR) (see Annex G).	Compliant
3. Suspected Cases (Possible cases of COVID-19)	N/A

No suspected cases.

3.1. Any individual exhibiting flu-like symptoms should not report to work. Instead, they should do the following:

3.1.1. Self-isolate, alert their safety officers or other applicable authorities.

N/A

3.1.2. Contact proper health authorities for additional guidance.

N/A

3.2. Employees/workers, who had the COVID-19 virus, should do the following before reporting to work:

3.2.1. Fulfill the adequate time for self-quarantining as recommended by the DOH.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:53 AM +08 | Created by SafetyCulture Staff

Tell worker to return 14 days after testing negative.

3.2.2. Test negative for COVID-19.

Compliant

In progress | Priority High | Due 26th Nov, 2020 9:53 AM +08 | Created by SafetyCulture Staff

Arrange for worker to take antigen test.

3.2.3. Receive proper medical clearance, before reporting to work.

N/A

Worker not yet cleared.

3.3. In the event of a worker contracting COVID-19 while working, the management should do the following:

3.3.1. Isolate the worker immediately in a separate well-ventilated holding area (or in site isolation room) in the workplace, away from other workers.

N/A

No worker contracted COVID-19 while on-site.

3.3.2. Contact local government and health authorities.

N/A

3.3.3. Gather records of all people who have worked with the infected worker, who tested positive within the past four weeks.

N/A

3.3.4. Gather information on those who have been in location or shared equipment with the person.

N/A

3.3.5. Provide COVID-19 testing to all workers, who have been working closely with the infected individual.

N/A

3.3.6. Be ready to present the information to the appropriate authorities.

N/A

3.3.7. Inform the wider workforce of the situation while protecting the privacy of the individual.

N/A

3.3.8. Clean and disinfect all site surfaces and equipment.

N/A

3.3.9. Follow any additional directions from local government and health authorities.

N/A

3.4. For senior personnel, who are working in multiple jobsites, they are expected to self-quarantine for at least 14 days, if there has been a breach in one of their jobsites.

N/A

3.5. The safety officer should have knowledge of the proximate hospitals or quarantine facilities to ensure that in the event of a COVID-19 incident, workers can be given proper healthcare.

N/A

III. Monitoring

1 action, 3 failed, 57.14%

1. Health Checks

Compliant

1.1. Regular monitoring of personnel's health, especially for COVID-19 symptoms (e.g., mandatory regular no contact temperature check).

Compliant

1.2. Day to day monitoring of personnel's health.

Compliant

2. Workers Hygiene

Compliant



Photo 6

2.1. Constant reminder on proper coughing etiquette.

Non-Compliant

To do | Priority Low | Due 26th Nov, 2020 9:55 AM +08 | Created by SafetyCulture Staff

Need to remind people to use their handkerchiefs when they cough.

3. Limit number of Work Personnel

Non-Compliant

3.1. Limited mobilization of personnel and minimized skeletal staff.

Non-Compliant

IV. Proper Work Attire

100%

1. All workers must wear the prescribed clothing of the DOLE-OSHC:

Compliant

1.1. Shirt with sleeves

Compliant

1.2. Pants

Compliant

1.3. Closed-toe boots

Compliant

1.4. Hard hat

Compliant



Photo 7

1.5. High visibility vest

Compliant

1.6. Other necessary Personal Protective Equipment (i.e. face masks, gloves, goggles, face shields, etc.) shall be prescribed based on specific characteristics of project.

Compliant

2. As per the DOH, all workers are expected to wear proper face masks.

Compliant



Photo 8

V. Social Distancing and Precautionary Measures

2 actions, 8 failed, 62.5%

1. Social distancing should be observed at the construction site and in the office:

Compliant

1.1. All workers should respect social distancing guidelines, as much as possible.

Compliant

2. Provision for transport compliant with social distancing requirements.

Compliant

3. Provision of On-/Near-Site accommodations/barracks, where available.

Compliant

3.1. Enough space should be provided for every employee/worker staying in the barracks to ensure that social distancing (at least 50% reduction in density of people) are adequately implemented. This can be achieved either by providing additional space/facilities or by having occupants work (and sleep) in shifts.

Compliant

3.2. Segregate employees/workers who are coming back to work from those who originally stayed in the barracks during the ECQ period.

Compliant

3.3. Barracks should have at least one (1) meter of physical distance from each occupant and/or provision of a physical barrier in between occupants.

Compliant

3.4. Should be well ventilated / windows opened to allow fresh air circulation.

Non-Compliant

Electric fan is old and broken.



Photo 9

Can't do | Priority Low | Due 26th Nov, 2020 9:57 AM +08 | Created by SafetyCulture Staff

Buy new electric fan.

4. Provision of dedicated point-to-point shuttle service (residence-workplace residence and compliant with social distancing).

Non-Compliant



Photo 10

5. Observe social distancing (e.g., no sharing of workspaces, staggered lunch breaks, use of large conference rooms only) and hygiene measures (e.g., provide hand washing and disinfection stations, mandatory use of face masks) in workplaces, shuttles and accommodations.

Non-Compliant



Photo 11



Photo 12



Photo 13

5.1. Split/alternating shifts are encouraged to avoid extensive intermingling.

Compliant

5.2. Breaks should be staggered to limit the number of people in proximity with each other.

Compliant

5.3. Individuals are expected to clean up their own areas after eating with proper disinfectants.

Non-Compliant



Photo 14

Tell everyone to practice CLAYGO (clean as you go).

5.4. Limit the number of people operating or occupying freight elevators.

Compliant

5.5. Designate smoking area:

Compliant

5.5.1. Smokers/vapers must use designated area or do so off-site and butts are to be placed in the designated receptacle. Hands must be washed before and after smoking.

Non-Compliant

5.5.2. Stand so that smoke or vapor produced is not going into another person's breathing zone.

Compliant

5.6. Site meetings:

Compliant

5.6.1. Only absolutely necessary meeting participants should attend.

Compliant

5.6.2. Attendees should be one (1) meter apart from each other.

Non-Compliant



Photo 15

5.6.3. Rooms should be well ventilated / windows opened to allow fresh air circulation.

Non-Compliant



Photo 16

5.6.4. Hold meetings in open areas where possible.

Non-Compliant

5.6.5. Conduct toolbox meetings in wide open spaces to enable workers to keep the required physical distance of at least one (1) meter. (see Annex H).

5.6.6. Meetings are to be held through teleconferencing or videoconferencing, where possible.

Compliant



VI. Site Operations / Construction Work Site

2 actions, 13 failed, 59.38%

1. Access and Movement to/from Construction Site

Compliant

1.1. If possible, establish one-way staircases and walkways to minimize workers' contact.	Compliant
1.2. Management can look up possible decontamination chambers (e.g. swimming pool grade-chlorine).	Compliant
1.3. All people entering and exiting the workplace should be registered, for easier contact tracing in the event of an outbreak.	Compliant
1.4. All non-essential workers are prohibited from entering the jobsite.	Compliant
2. Limiting and Removing internal touch points areas.	Compliant
3. Compartmentalization	Compliant
3.1. If possible, divide the construction site into zones or other methods to keep workers physically separated. This will promote social distancing and will make containment of possible outbreak easier.	Compliant
3.1.1. Limit on the number of people per zone is advised.	Compliant
3.1.2. Management can consider reducing workforce in the jobsite.	N/A
Not feasible.	
4. Construction Site Cleaning	Compliant
4.1. Regular disinfection of workplaces, shuttles, and accommodations.	Compliant
4.2. All offices and jobsites should disinfect the following at least twice per day:	Non-Compliant
To do Priority Low Due 26th Nov, 2020 9:59 AM +08 Created by SafetyCulture Staff	
Schedule cleaning.	
4.2.1. Door handles	Non-Compliant
4.2.2. Railings	Non-Compliant
4.2.3. Ladders	Non-Compliant
4.2.4. Switches	Non-Compliant
4.2.5. Controls	Non-Compliant
4.2.6. Shared equipment	Non-Compliant
4.2.7. Common and eating areas	Non-Compliant
4.2.8. Personal workstations	Non-Compliant
4.3. Hands and common tools/equipment are cleaned or disinfected after each task.	Non-Compliant
4.4. Awareness on location of commonly used items	Non-Compliant

5. All offices and jobsites should implement additional cleaning measures of common areas as recommended by the DOH.	Non-Compliant
6. Management can look up possible decontamination chambers (e.g. chlorine, iodine, betadine, potassium persulfate).	N/A
To do Priority High Due 26th Nov, 2020 10:00 AM +08 Created by SafetyCulture Staff	
Research on this ASAP.	
6.1. Demisting only decontaminates the surface, thus the need for PPEs.	Compliant
6.2. Suggested additional sanitary measures to be implemented/installed on site but are not limited to the following:	Compliant
6.2.1. Water stations	Compliant
6.2.2. Proper handwashing areas and hand washing protocol.	Compliant
 <p>Photo 17</p>	
6.2.3. Alcohol-based hand sanitizer shall be provided in all department areas, entrances, canteens, beside hand punch machines and other facilities.	Compliant
6.2.4. Disinfectant wiping products.	Compliant
6.2.5. Footwear disinfection treatment units (foot baths) before entering site premises or facilities (staff houses, barracks, canteens/mess halls, site offices and others).	Compliant
 <p>Photo 18</p>	
7. Limit and remove internal touch point areas (e.g. coffee machines, water fountains, common pens). If possible, also remove doors/ door handles for jobsites.	Compliant
8. A proper waste and disposal area must be provided, as well as proper disposal of contaminated products.	Non-Compliant
No segregated waste bins on-site.	

VII. Additional Guidelines for Vertical and Horizontal Projects

1 failed, 75%

1. If possible, all construction workers are to be housed in either on-site barracks, or off-site barracks. This would make monitoring of workers' activities easier.	Compliant
1.1. All workers must use the same vehicles they came into work in, if returning to the off-site barracks.	Compliant
1.2. All vehicles would need to be disinfected, before being ready for use the next day.	Non-Compliant
2. Management can also look into using the floors of buildings, as barracks, with proper permission of the owners.	Compliant

Machinery

6 failed, 33.33%

Machinery

6 failed, 33.33%

1. All equipment deliveries must be carefully planned, monitored and managed to avoid the risk of COVID-19 transmission.

Non-Compliant

2. All delivered equipment must be cleaned and disinfected before use.

Non-Compliant



Photo 19

3. Assign regular worker to use the equipment, if possible. If sharing cannot be prevented, take precautions and follow the cleaning guide before and after each use.

Compliant

4. Clean equipment before and after each day's work with a disinfectant, concentrating on points of contact such as handles.

Non-Compliant

5. If equipment needs to be transferred to other construction sites, the following action must be taken into considerations:

5.1. Plan, monitor and manage the transfer of equipment.

Non-Compliant

5.2. Equipment should be disinfected before transporting.

Non-Compliant

5.3. Transporting driver must be recorded including the assistant.

Compliant

5.4. At the delivery site, equipment should be properly endorsed.

Compliant

5.5. Once the equipment is received at the project site, number 2, 3 and 4 must be done.

Non-Compliant

Completion

Completion

Additional Notes

Sign Off



Maganda Ng-Proyekto

19th Nov, 2020 10:06 AM +08

Appendix



Photo 1



Photo 2



Photo 3



Photo 4



Photo 5



Photo 6



Photo 7



Photo 8

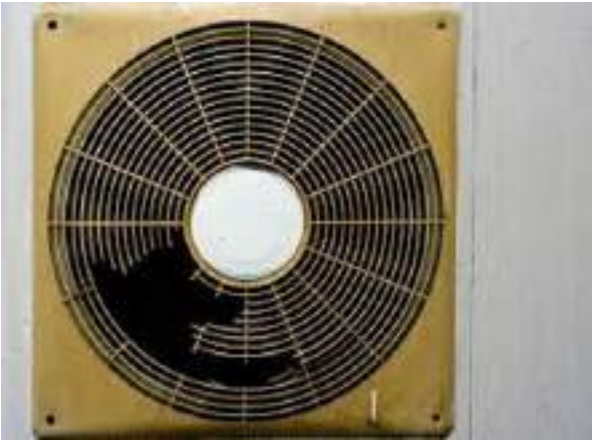


Photo 9



Photo 10



Photo 11



Photo 13



Photo 12



Photo 15



Photo 14



Photo 17

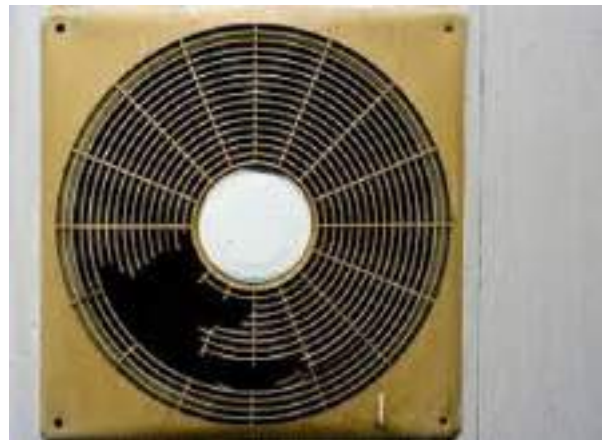


Photo 16



Photo 19



Photo 18