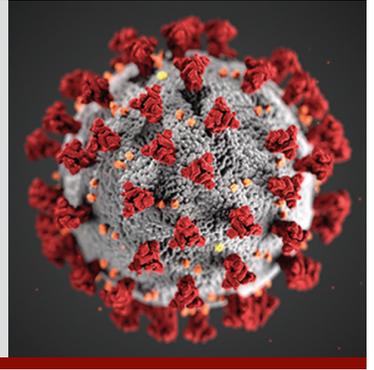


COVID-19 Workplace Safety and Health Requirements:

Governor's Proclamation Overview



On January 5, Gov. Jay Inslee announced the *Healthy Washington — Roadmap to Recovery Proclamation 20-25.12 et seq.* (www.coronavirus.wa.gov/what-you-need-know/safe-start) for Washington state to continue reopening some businesses safely and allow essential businesses to continue operating. In support of this effort, the Department of Labor & Industries (L&I) developed the following requirements to protect workers in those industries. These general safety and health requirements apply to all businesses operating, including essential businesses. They're in addition to any industry-specific requirements developed separately and will be updated as necessary.

All businesses operating must adopt a written procedure for employee safety and customer interaction that is at least as strict as these requirements and complies with the safety and health requirements below.

Safety and Health Requirements

All businesses have a general obligation to keep a safe and healthy work site in accordance with state and federal law and safety and health rules for a variety of workplace hazards. In addition, they must comply with the following COVID-19 work site-specific safety practices as outlined in the Governor's *Healthy Washington — Roadmap to Recovery Proclamation 20-25.12 et seq.*, and in accordance with L&I *General Requirements and Prevention Ideas for Workplaces* (www.Lni.wa.gov/go/F414-164-000) and the Washington State Department of Health Workplace and Employer Resources and Recommendations (www.doh.wa.gov/Coronavirus/workplace).

Employers must specifically ensure operations follow the main L&I COVID-19 requirements to protect workers, including:

- Educate workers in the language(s) they understand best about the coronavirus and how to prevent transmission, and the employer's COVID-19 policies.
- Maintain minimum six-foot separation between all employees (and customers) in all interactions at all times. When strict physical distancing is not feasible for a specific task, other prevention measures are required, such as use of barriers, minimizing staff or customers in narrow or enclosed areas, and staggering breaks and work shift starts.
- Provide (at no cost to employees) and require the wearing of personal protective equipment (PPE), such as gloves, goggles, face shields and face masks as appropriate or required for the work activity being performed. Cloth face coverings must be worn by every employee not working alone on the job site unless their exposure dictates a higher level of protection under L&I safety and health rules and guidance.
 - Exceptions to this requirement for cloth face coverings include when working alone in an office, vehicle, or at a job site; if the individual is deaf or hard of hearing and is communicating with someone who relies on language cues such as facial markers and expression and mouth movements as a part of communication; if the individual has a medical condition or disability that makes wearing a facial covering inappropriate; or when the job has no in-person interaction.



Division of Occupational Safety and Health



www.Lni.wa.gov/safety-health



1-800-423-7233



Washington State Department of
Labor & Industries

- For additional details, refer to Washington Coronavirus Hazard Considerations for Employers (except COVID-19 care in hospitals and clinics) Face Coverings, Masks, and Respirator Choices (www.Lni.wa.gov/MaskConsiderations) and *Which Mask for Which Task?* (www.Lni.wa.gov/go/F414-168-000). Cloth face coverings are described in the Department of Health guidance (www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf).

- Ensure frequent and adequate hand washing with adequate maintenance of supplies. Use disposable gloves where safe and applicable to prevent virus transmission on tools or other items that are shared.
- Establish a housekeeping schedule that includes frequent cleaning and sanitizing with a particular emphasis on commonly touched surfaces.
- Screen employees for signs/symptoms of COVID-19 at the start of their shift. Make sure sick employees stay home or immediately go home if they feel or appear sick. Cordon off any areas where an employee with probable or confirmed COVID-19 illness worked, touched surfaces, etc. until the area and equipment is cleaned and sanitized. Follow the cleaning guidelines (www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html) set by the Centers for Disease Control to deep clean and sanitize.
- Post a sign at the entrance to the business that customers are required to wear a cloth face covering.

A site-specific COVID-19 supervisor shall be designated by the employer at each job site to monitor the health of employees and enforce the COVID-19 job site safety plan.

A worker may refuse to perform unsafe work, including hazards created by COVID-19. It is unlawful for an employer to take adverse action against a worker who has engaged in safety-protected activities under the law if the individual's work refusal meets certain requirements. Information is available in these publications: *Safety and Health Discrimination in the Workplace* brochure (www.Lni.wa.gov/go/F417-244-000) and Spanish *Safety and Health Discrimination in the Workplace* brochure (www.Lni.wa.gov/go/F417-244-999).

Employees who choose to remove themselves from a work site because they do not believe it is safe to work due to the risk of COVID-19 exposure

may have access to certain leave or unemployment benefits. Employers must provide high-risk individuals covered by Proclamation 20.46.2 with their choice of access to available employer-granted accrued leave or unemployment benefits if an alternative work arrangement is not feasible. Other employees may have access to unemployment benefits or access to other paid time off depending on the circumstances. Additional information is available at Novel Coronavirus Outbreak (COVID-19) Resources (www.Lni.wa.gov/agency/outreach/novel-coronavirus-outbreak-covid-19-resources) and Paid Leave under the Washington Family Care Act (www.Lni.wa.gov/CoronavirusPaidLeave).

No businesses, including all previously authorized and essential businesses, may operate until they can meet and maintain all the requirements in this document, including providing materials, schedules, and equipment required to comply. Additional considerations may be adopted, as appropriate.

All issues regarding worker safety and health are subject to enforcement action under L&I's Division of Occupational Safety and Health (DOSH).

- Employers can request COVID-19 prevention advice and help from DOSH: www.Lni.wa.gov/DOSHConsultation.
- Employee workplace safety and health complaints may be submitted to the DOSH Call Center: 1-800-423-7233 or via email to adag235@Lni.wa.gov.
- General questions about how to comply with the agreement practices can be submitted to the state's Business Response Center at www.coronavirus.wa.gov/how-you-can-help-covid-19-business-and-worker-inquiries.
- All other possible violations related to Proclamation 20-25.12 et seq. can be submitted at www.coronavirus.wa.gov/report-safe-start-violation.

Upon request, foreign language support and formats for persons with disabilities are available. Call 1-800-547-8367. TDD users, call 711. L&I is an equal opportunity employer.