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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



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APRIL 2, 2021 COVID-19 RECOMMENDED GUIDELINES AND PROCEDURES FOR ALL WORKERS AT ALL DOT CONSTRUCTION PROJECTS

The State of New Hampshire Department of Transportation recommends that all employees, contractors, and workers use their best efforts to implement the following guidelines on each construction site to the extent reasonably possible. The guidelines set forth below are designed to reduce the potential exposure of the COVID-19 virus to your employees. These recommendations are advisory only and this document is not intended to recommend replacement of any formalized procedures currently in place with the General Contractor.

- State of NH employees will follow the most current directives as approved by the Commissioner
 - Print, post and share all messages and directives from the Department regarding COVID-19 procedures
- Contractors and Construction field personnel will continue to follow the Contactless Ticket SOP dated 4/14/2020
- It is strongly recommended that contractors working on behalf of the State adopt a policy consistent with the following;

Employee Health Protection - Recommendations

NHDOT Recommends:

**ZERO TOLERANCE FOR SICK WORKERS REPORTING TO WORK. IF YOU ARE SICK, STAY HOME!
IF YOU FEEL SICK, GO HOME!**

If you are exhibiting any of the symptoms below, you are to report this to your supervisor (via phone, text or email) right away, and head home from the job site or stay home if already there.

COVID-19 Typical Symptoms:

- Fever
- Shortness of Breath
- Cough

Contractors should be aware of the following risk factors that they may wish to discuss with their employees. Contractors should consider implementing a policy that requests their employees to stay home if they answer yes to any of the following:

- a. Do I have a fever (100 degrees Fahrenheit or higher) or am I feeling feverish?
- b. Am I experiencing any respiratory symptoms including a runny nose, nasal congestion sore throat, cough, or shortness of breath and this is unusual for me?
- c. Am I experiencing any muscle aches, chills, or severe fatigue and this is unusual for me?
- d. Am I experiencing any gastrointestinal symptoms such as nausea, vomiting, or diarrhea and this is unusual for me?
- e. Am I experiencing any changes in sense of taste or smell which is unusual for me?
- f. Have I had close contact with someone in the past 10 days who has tested positive or COVID-19? Currently defined by the State of NH as anyone who was within 6 feet of an infected person for a total of 10 minutes or more (aggregate) over a 48-hour period before the infected person has any symptoms or tests positive for COVID 19.
- g. Have I traveled outside the country in the last 10 days?

If any of the above is true, or if an employee is exhibiting symptoms of the COVID-19 virus, it is recommended that contractors ask the employee to leave the work site and either consult their health care provider or call the State of New Hampshire's 211 hotline. Generally, it is recommended that these employees should not return to the work site until cleared by a medical professional or after following a recommended period of self-isolation or quarantine.

General On-the-Job Recommendations to Prevent Exposure & Limit the Transmission of the Virus

- No handshaking
- Wash hands often with soap for at least 20 seconds or use an alcohol-based hand sanitizer with at least 70% isopropanol
- Contractor and State Agency Field Offices are locked down to all but authorized personnel
- A "No Congregation" policy is in effect; individuals must implement social distancing by maintaining a minimum distance of 6 feet from other individuals and wear face coverings if that is not possible (including in vehicles).
- Each jobsite shall have posted COVID-19 safety guidelines and handwashing instructions
- All restroom facilities/porta-potties should be cleaned/sanitized regularly and handwashing stations must be provided with soap and/or hand sanitizer and paper towels
- All surfaces should be regularly cleaned, including common areas, meeting areas, desks, door handles, laptops, and other frequently touched items.
- It is recommended that employees use their own water bottle and do not share food.
- Cover coughing or sneezing with a tissue, then throw the tissue in the trash and wash hands. If no tissue is available, then cough or sneeze into your elbow
- Avoid touching eyes, nose, and mouth with your hands
- To avoid sharing germs, please clean up after yourself. DO NOT make others responsible for moving, unpacking and packing up your personal belongings

Work Site Risk Prevention Practices

- o If personnel must ride together they should be paired up and those pairs should try to remain consistent. NHDOT employees shall refer to the most current Vehicles Occupancy directive.
- o When entering a machine or vehicle which you are not sure you were the last person to enter, wipe down the interior and door handles with disinfectant prior to entry
- o Multi-person activities should be limited where feasible. When it is necessary that large crews work together, care should be utilized that only the individual teams work together in close contact and wherever possible maintain distance between different teams. Consideration of creating specific task crews that work together should be reviewed.
- o Large crews should consider working in shifts with Crew Supervisors needed to cover the different shifts.

If an authorized State of New Hampshire Department of Transportation representative finds the contractor in charge of the construction site has not implemented proper protocol for the construction site, NH DOT will contact the supervisor in charge of the site to discuss these recommended guidelines.