

**City of Portland**  
**Guidelines and Procedures for all Construction Sites**  
**and Workers at all Public Works**

The following operational guidance is being provided by the City of Portland to clarify what construction work is allowable under the City of Portland Emergency Order 153-19/20 issued March 24, 2020, the Governor's Executive Order Number 19 Issued March 24, 2020, and the Governor's Executive Order Number 28, issued March 31, 2020.

Until further notice construction in the City of Portland is **allowed** to proceed if the following conditions are met:

1. The project
  - a. has an approved site plan, certificate of appropriateness, and/or an approved building permit on or before March 25, 2020; or
  - b. is construction and maintenance of essential infrastructure, including utilities such as electricity, water, wastewater, transportation, and telecommunications.
2. No customer, vendor or other visitor in-person contact takes place on site.
3. Workers can, to the maximum extent possible, implement social distancing by maintaining a minimum distance of 6-feet from other individuals.
4. Appropriate sanitation is observed.

During this emergency, it is critical we ensure essential operations continue in a responsible manner. This means prioritizing employee safety in new ways. Therefore, each site/company should adopt a policy and protocols for managing the safety of their employees and consequently their impact on public health.

At a minimum:

1. Communicate clearly to staff that employees should not report to work while sick.
2. Establish an employee screening procedure to ensure employees do not report to work while ill. Example provided below.
3. Each jobsite should have posted COVID-19 safety guidelines and hand washing instructions.
4. All site-specific projects with outside construction sites without ready access to an indoor bathroom MUST install Wash Stations. Install hand wash stations with hot water, if possible, and soap at fire hydrants or other water sources to be used for frequent handwashing for all onsite employees.
5. All high contact surfaces should be regularly cleaned, including surfaces, door handles, laptops, vehicles, tools, etc.
6. All individual work crew meetings/tailgate/toolbox talks should be held outside and follow social distancing.
7. Discontinue the use of community water, coffee, or food.

## **SAMPLE EMPLOYEE SCREENING PROCEDURE**

Prior to starting a shift, each employee will self-certify to their supervisor that they:

- have no signs of a fever or a measured temperature above 100.3 degrees, no cough or trouble breathing in last 24 hours
- have not had “close contact” with an individual DIAGNOSED WITH COVID-19. “Close contact” means:
  - living in the same household as a person who has tested positive for COVID-19
  - caring for a person who has tested positive for COVID-19
  - being within 6 feet of a person who has tested positive for COVID-19 for about 15 minutes or more
  - coming in direct contact with secretions from a person that has tested positive for COVID-19, while that person was symptomatic
- have not been asked to self-isolate or quarantine by their Doctor, local public health official, their employer, or a company representative
- have not traveled outside of the United States in the last 14 days.

Employees exhibiting symptoms or unable to self-certify should be directed to leave the work site and seek medical attention and applicable testing by their health care provider. They should not return to the work site until cleared by a medical professional.

### **Additional Information and Sample Guides**

Associated General Contractors of Maine [Best Practices Toolkit](#)

Center for Construction Research and Training [COVID-19 Resources Page](#)

[CDC Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 \(COVID-19\)](#)