UNIVERSAL GUIDANCE & BEST PRACTICES FOR ALL TRADE SCOPES

- Follow assigned staggered start, break & lunch times to limit exposure & accomplish work tasks better
- Eliminate or minimize ride sharing - drive separately when possible
- Follow social distancing protocols at all times; remain 6’ apart, including breaks, lunch & offsite
- Clock in/out using ExactTime; no sign-in sheet; Foreman/PM to visually verify & track in/auditor
- Wear proper PPE, including gloves when safe & possible; don’t waste PPE - it’s in short supply
- Work in assigned separate areas when possible
- Limit working in pairs when possible
- Create individual material staging areas to limit cross-contamination & exposure in larger staging areas
- Avoid tool sharing to limit cross-contamination
- Limit gang box use - take home personal tools daily; only USC tools to be locked up; Foreman to check USC tools in & out
- Disinfect tools, equipment & entry/exit points often
- Frequently wash & sanitize hands
- Set aside & scrap out own materials when possible
- Use common sense to minimize risk & exposure

LABORERS

- Observe universal guidance & best practices and
- Wear gloves at all times
- Sanitize frequently touched equipment, tools & surfaces as you go
- Coordinate with USC management for loading & scrapping out site-specific protocols when possible to limit exposure
- Follow assigned staggered break & lunch times so you can limit exposure & work more efficiently when others are on break

FINISHERS

- Observe universal guidance & best practices and
- No box tools or banjo sharing
- Designate personal mud buckets & write name on yours
- Stay in designated work areas or units to limit exposure
- Follow assigned staggered break & lunch times to limit exposure & work in areas that are typically more congested (work in those areas when others are on break)

FRAMING

- Observe universal guidance & best practices and
- No tool sharing
- Separate material staging areas for your individual use
- Scrap out own materials when possible
- Wear gloves when possible to minimize hand cuts & limit exposure

INSULATORS

- Observe universal guidance & best practices and
- No tool sharing
- Stay in designated work areas or units to minimize exposure
- Scrap out own materials when possible
- Use bakers to elevate materials when working on stilts

ACT

- Observe universal guidance & best practices and
- Use bakers or other equipment for feeding material when possible
- Work independently when possible to cut/score tile

INSULATORS

- Observe universal guidance & best practices and
- No tool sharing
- Stay in designated work areas or units to minimize exposure
- Scrap out own materials when possible
- Use bakers to elevate materials when working on stilts

DROPOUTS

- Observe universal guidance & best practices and
- Cut 12-foot board in half when needed to minimize pairing up with a partner
- Maintain social distancing when calling out measurements & cutting
- Wear gloves & use equipment to feed material when possible