

Airborne Disease Hazard Assessment

Date: _____

General

	Yes	No
Do you have the ability to work remotely?	_____	_____
Are you working within 3-6ft of other workers or the public?	_____	_____
Have you received information/training on the steps to take when conducting daily tasks to prevent the spread of disease?	_____	_____
Are your employees instructed to not report for work if they are experiencing illness symptoms such as fever, cough, shortness of breath, sore throat, runny/stuffy nose, body aches, chills or fatigue? Employees experiencing these symptoms should contact their supervisor.	_____	_____

PPE

Have you reviewed the PPE requirements for the materials you handle for potential risk of disease transmission?	_____	_____
Have you you disinfected reusable supplies and equipment?	_____	_____
Have you provided training, equipment (PPE/cleaning supplies) and support to prevent possible spread of disease?	_____	_____
Do your employees know where PPE is located, and have they been trained on how to use and manage it?	_____	_____
Ensure used PPE is disposed of properly.	_____	_____
Do not share tools.	_____	_____
Do not share PPE.	_____	_____
Sanitize reusable PPE per manufacturer recommendations prior to each use.	_____	_____

Environment

Has the work area been sanitized?	_____	_____
Are their adequate washing facilities, and do employees know where they are?	_____	_____
Minimize prolonged close contact between workers or with the public.	_____	_____
Disinfect used surfaces frequently and utilize a checklist to ensure all areas are included.	_____	_____

People

Have you considered/reviewed the interactions outside of work which may also affect potential disease transmission and communicated this with your supervisors, Safety Department, and workers?	_____	_____
Are you recommending the avoidance of large gatherings and direct contact with others for your employees?	_____	_____

Equipment

Have you completed a hazard assessment for the equipment in use?	_____	_____
Are workers sharing equipment? If so have a sanitation plan.	_____	_____
Is there enough cleaning/sanitizing products to perform a proper cleaning?	_____	_____
Do employees know where to find equipment checklists, and are there checklists available for all equipment in the workplace?	_____	_____

Responsible Hygiene Etiquette

Avoid touching your nose, eyes, and mouth.	_____	_____
If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.	_____	_____
Wash hands frequently with soap and water for at least 20 seconds.	_____	_____
When hand washing facilities are not readily available, use an alcohol based hand sanitizer that contains at least 60% alcohol to clean your hands,	_____	_____