UNITE HERE LOCAL 23

Fort Benning & Camp Merrill COVID-19 SAFETY CHECK LIST, based on the model in Building 3500

What management should do, provide & enforce throughout the day

✓ Make sure all workers do regular **handwashing** throughout the day.
✓ Make sure all workers follow 6 feet **social distancing.** Show 6 foot by putting up tape marks in workspaces including outside.
✓ Use **Personal Protective Equipment (PPE)**
  ⇒ Announce regularly that workers can get masks and gloves and where they can locate them.
  ⇒ Enforce wearing masks the proper way: not under chin, not under nose, cover above nose.
  ⇒ Enforce wearing Gloves and change gloves
  ⇒ **Train and explain** about hand washing and glove changing especially when changing trash.

✓ Always provide **cleaning supplies** when needed
✓ Nobody can sign in unless **temperature** is checked, if you have to stand there and wait for manager, keep track of the time waiting – DO NOT START WORK!
✓ **Confidential temperature taking:** make sure when managers are taking temperature that it is confidential.
✓ Make sure **someone is always walking around cleaning** door handles, cleaning surfaces, oven doors, constantly wiping down surfaces.
✓ **Troubleshooting with military** when they are not following safety protocols.

What military should do, provide & enforce throughout the day

✓ Make sure military keep **6 feet social distance and wear PPE** when they deliver or pick-up
  ⇒ If this is not happening, report this to your supervisor ASAP & take photos if you can to provide proof.

What workers should do every day!

✓ Wear your **Personal Protective Equipment** to keep yourself and others around you safe!
  ⇒ Wear mask above the nose at all times!
  ⇒ Wear Gloves and get trained how to change gloves safely
✓ Wash handed regularly
✓ Wear and change gloves safely,
✓ **Social distancing** – keep the 6 foot social distancing during work and on break (this can be hard educating some of our folks to want to do this, takes patience and relationships)
✓ Follow social distancing and hand washing back in own neighborhood
✓ **Do not come to work if not feeling** well but call management to let them know. **Call Doctor** to discuss your symptoms.