

## GUIDANCE FOR PERFORMING WORK IN OCCUPIED SPACES AMID COVID-19

The current public health emergency has created challenges for workers who may be required to carry out work in occupied spaces or private residences. Work that is not deemed “critical” should be rescheduled for a time when physical distancing and self-isolation orders are no longer in effect.

The following is not intended to fit every possible scenario, but as a guide to help employers conduct hazard assessments to identify, communicate, and control the potential hazards associated with the COVID-19 virus to which workers might be exposed.

Prior to any type of work, an employer must conduct a hazard assessment to determine the potential safety or health hazards workers may be exposed to and to implement appropriate controls ([Workplace Safety and Health Act, Section 4 - Duties of Employers](#)). Specific to activities in an occupied space or private residence amid concerns of the COVID-19 virus, your hazard assessment must include your ability to verify the following:

### IDENTIFY the potential hazard(s):

In the area where you will be conducting work, has anyone:

1. Been diagnosed with COVID-19?
2. Been assessed by Manitoba Public Health for COVID-19 and/or waiting to hear the results of a laboratory test for COVID-19?
3. Been advised to self-isolate for any other reason by Manitoba Public Health?
4. Been experiencing symptoms consistent with COVID-19?
5. Been in close contact with someone diagnosed with COVID-19?
6. Travelled anywhere outside of Manitoba within the past 14 days?

Based on your ability to verify the above questions, determine the level of controls based on your assessment of the risk:

If you confirm “**NO**” to all of the questions:

→ Follow **scenario one**.

If you confirm “**YES**” to any of the above questions:

→ Verify the work needed to be done is critical (reminder, if not, the work should be scheduled for another time).

→ If the work is critical, and you determine a low risk of potential exposure to human biological hazards, follow **scenario two**.

→ If the work is critical and you determine a high risk of potential exposure to human biological hazards, follow **scenario three**.

**NOTE: if for whatever reason you are not able to confirm a “NO” to any of the above questions, treat the situation as though it is a “YES” and follow scenario two or three, as appropriate.**

After reading this document, if you have any further questions or concerns about performing work in occupied spaces amid COVID-19, please call us to speak to a safety advisor at 204-775-3171 in Winnipeg or 204-728-3456 in Brandon. We’ll be here for you through every step of this pandemic.

**ALL SCENARIOS** will include rigorous adherence to hygiene and physical distancing protocol:

- Clean your hands with soap and water for 20 seconds — before you eat, at the end of the work day, during the work shift whenever possible, and when you get home from work.
- Practice physical distancing of two metres (six feet).
- Do not shake hands; avoid physical contact.
- Do not share food, drinks, cigarettes, and personal hand tools.
- Do not touch your face, eyes, nose, and/or mouth with unwashed hands (i.e., when smoking, eating, etc.).
- Follow good respiratory etiquette when you sneeze or cough.
- Regularly clean and disinfect commonly touched surfaces and tools.

More detailed information on these hygiene practices is available in our [best practices resources document](#), or in the downloadable resources below.



## SCENARIO ONE

Where your hazard assessment determines a **“NO”** to all of the questions:

1. Advise any individual in your work area of the physical distancing requirements. In a residential setting, this also applies to any pets. Pets should be restricted to another area of the home.
2. Be vigilant in your enforcement of physical distancing protocol. Where this cannot be maintained, additional controls will be required (follow scenario two).
3. Be vigilant in your hygiene practices.
4. Clean and disinfect any work surface (i.e. plumbing, hot water tank, toilet etc.) with Lysol wipes, diluted bleach (one part bleach to nine parts water), or a regular household cleaner prior to performing work.
5. Upon exiting the property, wash/sanitize your hands and disinfect any tools that were used.

## SCENARIO TWO

Where your hazard assessment determines a **“YES”** to any of the questions but the work **does not expose the worker to human biological hazards**; or where the client answered **“NO”** to all of the questions above but **physical distancing requirements cannot be maintained**:

1. Advise any individual in your work area of the physical distancing requirements. In a residential setting, this also applies to any pets. Pets should be restricted to another area of the home.
2. Plan your job. Ensure that you have all tools necessary to perform the task prior to entering the work area.
3. Don the following PPE **prior to entering** the work area:
  - a. Clean latex gloves.
  - b. Tyvek suit, or where this is not available, full coveralls.
  - c. Respiratory protection:
    - i. NIOSH-approved white N95/N100 or P95/P100 Respirator; or
    - ii. NIOSH-approved half/full face respirator with approved cartridges N95/N100/P95/P100.

**Where neither i or ii are available for commercial purchase, the employee may also use:**

    - iii. KN-90 mask.

**Where neither i,ii, or iii are available for commercial purchase the employee may use:**

    - iv. A full face shield (similar to a grinding shield).
  - d. CSA-approved safety glasses or goggles where full face mask is not being used.
4. Disinfect all work areas with an appropriate disinfectant (i.e. Lysol or diluted bleach solution). Consult with product SDS to confirm that it is not incompatible with any materials or products to be used during the work process.
5. Change gloves when they become damaged or excessively soiled.
6. Perform work.
7. **Exit residence:**
  - a. Remove all potentially contaminated clothing (gloves/mask/Tyvek), place in a garbage bag, and seal.
  - b. Where Tyvek suit was unavailable and personal coveralls were used, these must be removed, placed in a garbage bag, and the bag sealed. They cannot be used at additional job sites that day. At the end of the day the coveralls must be laundered with hot water and detergent.
  - c. Using clean gloves, clean and disinfect:
    - i. Any tools or equipment used during the course of work (i.e. kneel pad, ladders, hand tools).
    - ii. Reusable PPE (i.e. safety glasses, face shield, half or full face mask etc.).
    - iii. Outside of the garbage bag.

## SCENARIO THREE

Where your hazard assessment determines a **“YES”** to any of the questions and the work **potentially exposes the worker to human biological hazards**:

1. Advise any individual in your work area of the physical distancing requirements. In a residential setting, this also applies to any pets. Pets should be restricted to another area of the home.
2. Plan your job. Ensure that you have all tools necessary to perform the task prior to entering the work area.
3. Don the following PPE **prior to entering** the work area:
  - a. Clean latex gloves.
  - b. Tyvek suit, or where this is not available, full coveralls.
  - c. Respiratory protection:
    - i. NIOSH-approved white N95/N100 or P95/P100 Respirator; or
    - ii. NIOSH-approved half/full face respirator with approved cartridges N95/N100/P95/P100.  
**Where neither i or ii are available for commercial purchase, the employee may also use:**
      - iii. KN-90 mask.  
**Where neither i,ii, or iii are available for commercial purchase the employee may use:**
        - iv. A full face shield (similar to a grinding shield).
    - d. CSA-approved glasses or goggles where a full face respirator is not used.
  4. Disinfect all work areas with an appropriate disinfectant (i.e. Lysol or a diluted bleach solution). Consult with product SDS to confirm that it is not incompatible with any materials or products to be used during the work process.
  5. Change gloves when they become damaged or excessively soiled.
  6. Perform work.
  7. **Exit residence:**
    - a. Remove all potentially contaminated clothing (gloves/mask/Tyvek), place in a garbage bag, and seal.
    - b. Where Tyvek was unavailable and personal coveralls were used, these must be removed, placed in a garbage bag, and the bag sealed. They cannot be used at additional job sites that day. At the end of the day the coveralls must be laundered with hot water and detergent.
    - c. Using clean gloves, clean, and disinfect:
      - i. Any tools or equipment used during the course of work (i.e. kneel pad, ladders, hand tools).
      - ii. Reusable PPE (i.e. safety glasses, face shield, half or full face mask etc.).
      - iii. Outside of the garbage bag.
    - d. Using clean gloves, transport and dispose of the garbage bag. Do not allow the bag to come in contact with your person while transporting.
  8. Using clean gloves disinfect any areas of the service vehicle that might have been exposed (i.e. worker returned to obtain tools from vehicle). Where possible use a helper or runner who may be able to obtain tools and drop them at the front door.
  9. Dispose of gloves and wash/sanitize your hands.