COVID-19 Facility/Site Compliance: Agricultural
SAFE BUSINESS PRACTICES, FACE COVERING & SOCIAL DISTANCING COMPLIANCE CHECKLIST

This checklist will help agricultural businesses including farms to implement best practices to prevent COVID-19 in the workplace. It can be used as a self-assessment tool by agricultural businesses or as a tool for the Maryland Department of Agriculture, Maryland Department of Health and/or the local Health Departments to evaluate COVID-19 safe business practices for facilities. All recommendations for signage and communications should be made available in the written and spoken languages of the employees. Simple language and infographics are strongly encouraged.

Business name: _____ Date: _____

Business address: _____ Time: _____

Signage (Preferably at worksite entrances, main work areas, break rooms, rest rooms)

Signage (in appropriate languages for population) is posted that:

Informs employees not to enter farm or worksite areas if they have symptoms of COVID-19, such as fever, cough, and/or shortness of breath/difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, nausea or vomiting diarrhea.

Informs employees that they must wear face coverings in all areas in which interactions with other staff are likely, as is practicable.

Informs all employees to maintain a minimum six-foot distance from one another, as is practicable.

Restricts all non-essential visitors from entering the facility.

Employee Health, Communications, and Leave and Absence

All employees have been informed not to come to work if sick or have symptoms of COVID-19, such as fever, cough, and shortness of breath, chills, and muscle pain, new loss of taste or smell, headache, vomiting, diarrhea, and/or sore throat.

Facility has an established screening process, and symptom checks are conducted before employees may enter the work space.

Protocols are in place to maintain a written list of full names and accessible phone numbers of employees. This information is critical in case a worker tests positive or is placed in quarantine and will allow required health care provider follow-up, conduct contact tracing and back to work approval.

Protocols are in place to monitor and maintain records of employee illness and absenteeism, and data are reviewed for potential patterns or spread within the workforce.

Protocols are in place for a worker who becomes ill during the work shift.

Protocols are in place that clearly define return to work requirements for exposed or previously sick employees.

Established protocols for face coverings, social distancing, etc. are followed and enforced by management throughout the facility.

Relaxed requirements for medical documentation are in use in the event of COVID-19 illness (best practice).

Employees have received training in proper handwashing and other relevant COVID-19 topics.

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Social Distancing

Protocols are in place to prevent employees from congregating, especially at entrances, work stations, lockers, storage and loading areas, rest rooms or break areas.

Signs are posted throughout the farm/facility reminding all employees to maintain a minimum six-foot distance from one another, as is practicable.

To the extent possible, workers are spaced to maintain a minimum six-foot distance from one another.

Handwashing/Disinfection

All hand sinks are provided with soap, and paper towels, or an approved drying device. Hot and Cold running water being provided is preferable. Waste containers are appropriately provided.

Handwashing signs are posted at all hand sinks and in bathroom areas.

Employees are monitored for frequent and proper hand washing especially at breaks/meals/visits to rest rooms.

Hand sanitizer is available to employees near the entrance of the facility, at handwashing stations, in break areas, and in work areas, as is practicable and per Good Manufacturing Practices.

Enhanced Cleaning and Disinfection Practices

All high-contact surfaces in processing and storage areas, break rooms, bathrooms, and other common areas are disinfected frequently throughout the day.

All established Sanitation Standard Operating Procedures are followed.

Single-use face coverings are properly discarded in trash receptacles.

Reusable face coverings are washed with soap and water daily.

General Farm Best Practices for transport and delivery

Procedures are in place to capture information on where each delivery was received or sent to.

Procedures are in place to provide where deliveries are received or staged for shipment that inform drivers on the business's COVID-19 related requirements for visitors.

Vehicles are cleaned/sanitized before pickup and after delivery.

Prevent workers and visitors from gathering around vehicles, parking areas, housing and high on-farm traffic areas.

General Farm Best Practices for worker housing and bunk areas

Protocols are in place to prevent employees from congregating at entrances, rest rooms, bath houses or indoor dining areas.

Signs are posted throughout the housing and bathhouse area reminding all employees to maintain a minimum six-foot distance from one another, as is practicable.

All sinks are provided with soap, and paper towels, or an approved drying device. Hot and Cold running water being provided is preferable. Waste containers are appropriately provided.

Worker camps and bunkhouses are provided with sufficient and appropriate cleaner and sanitizer to prevent the spread of COVID-19.

CDC Resources

CDC Agricultural Community Guidance
https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-agricultural-workers.html

CDC Toolkit and Resources (Multiple Languages)
https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/communication-toolkit.html?deliveryName=USCDC_2067-DM30162

CDC Print Resources, Signage and Infographics
https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc

CDC Agricultural Employer Assessment and Control Checklist
https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Agricultural-Employer-checklist.pdf