

APPENDIX A

DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
MICHIGAN OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION
GENERAL RULES
EMERGENCY RULES
CORONAVIRUS DISEASE 2019 (COVID-19)

Rule 3. Exposure determination for all employees

- 1) The employer shall evaluate routine and reasonably anticipated tasks and procedures to determine whether there is actual or reasonably anticipated employee exposure to SARS-CoV-2.
- 2) The employer shall categorize jobs tasks and procedures into the following risk categories:
 - a) Lower exposure risk job tasks and procedures. These job tasks and procedures are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact (e.g., within 6 feet of) with the general public. Workers in this category have minimal occupational contact with the public and other coworkers.
 - b) Medium exposure risk job tasks and procedures. These job tasks and procedures are those that require frequent and/or close contact (e.g., within 6 feet) with people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread SARS-CoV-2 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population density work environments, some high-volume retail settings).
 - c) High exposure risk job tasks and procedures. These job tasks and procedures are those with high potential for exposure to known or suspected sources of COVID-19. Workers in this category could include licensed health care professionals, medical first responders, nursing home employees, law enforcement, correctional officers, or mortuary workers.
 - d) Very high exposure risk job tasks and procedures. These job tasks and procedures are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Workers in this category include:
 - i. Healthcare workers (e.g., doctors, nurses, dentists, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g., intubation, cough induction procedures, bronchoscopies, some dental procedures and exams, or invasive specimen collection) on known or suspected COVID-19 patients.
 - ii. Healthcare or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients (e.g., manipulating cultures from known or suspected COVID-19 patients).

- iii. Morgue workers performing autopsies, which generally involve aerosol-generating procedures, on the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death.

Rule 4. COVID-19 preparedness and response plan for all employers.

- 1) The employer shall develop and implement a written COVID-19 preparedness and response plan, consistent with the current guidance for COVID-19 from the US Centers for Disease Control and Prevention (CDC) and recommendations in “Guidance on Preparing Workplaces for COVID-19,” developed by the Occupational Health and Safety Administration (OSHA).
- 2) The preparedness and response plan shall include the employee exposure determination from Rule 3 and shall detail the measures the employer will implement to prevent employee exposure including any:
 - a) Engineering controls.
 - b) Administrative controls.
 - c) Basic infection prevention measures.
 - d) Personal protective equipment.
 - e) Health surveillance.
 - f) Training.
- 3) The employer shall make the preparedness and response plan readily available to employees and their representatives, whether via website, internal network, or by hard copy.

Rule 5. Basic infection prevention measures for all employers.

- 1) The employer shall promote frequent and thorough hand washing, including by providing workers, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide antiseptic hand sanitizers or alcohol-based hand towelettes contain at least 60 percent alcohol.
- 2) The employer shall require workers who are sick to not report to work or work in an isolated location.
- 3) The employer shall prohibit workers from using other workers’ phones, desks, officers, or other work tools and equipment, when possible.
- 4) The employer shall increase facility cleaning and disinfection to limit exposure to SARS-CoV-2, especially on high-touch surfaces (e.g., door handles), paying special attention to parts, products, and shared equipment (e.g., tools, machinery, and vehicles).
- 5) The employer shall establish procedures for disinfection in accordance with CDC guidance if it is suspected or confirmed that an employee, visitor, or customer has a known case of COVID-19.
- 6) The employer shall use Environmental protection Agency (EPA)-approved disinfectants that are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses.
- 7) The employer shall follow the manufacturer’s instructions for use of all cleaning and disinfection products (e.g., concentration, application method and contact time, and personal protective equipment).
- 8) The employer shall create a policy prohibiting in-person work for employees to the extent that their work activities can feasibly be complete remotely.

Rule 6. Health surveillance for all employers.

- 1) The employer shall conduct a daily entry self-screening protocol for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19, together with, if possible, a temperature screening.
- 2) The employer shall direct employees to promptly report any signs and symptoms of COVID-19 to the employer before or during the work shift.
- 3) The employer shall physically isolate any employees known or suspected to have COVID_19 from the remainder of the workforce, using measures such as but not limited to:
 - a) Not allowing known or suspected cases to report to work.
 - b) Sending known or suspected cases away from the workplace.
 - c) Assigning known or suspected cases to work alone at a remote location (for example, their home), as their health allows.
- 4) When an employer learns of an employee, visitor, or customer with a known case of COVID_19, the employer shall:
 - a) Immediately notify the local public health department, and
 - b) Within 24 hours of learning of the known case, notify any co-workers, contractors, or suppliers who may have come into contact with the person with a known case of COVID-19.
- 5) The employer shall allow employees with a known or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest guidelines from the CDC and they are released from any quarantine or isolation order by the local public health department.

Rule 7. Workplace controls for all employers.

- 1) The employer shall designate one or more worksite COVID-19 safety coordinators to implement, monitor, and report on the COVID-19 control strategies developed under the rules. The COVID-19 safety coordinator must remain on-site at all times when employees are present on site. An on-site employee may be designated to perform the COVID-10 safety coordinator role.
- 2) The employer shall place posters in the languages common in the employee population that encourage staying away from the workplace when sick, cough and sneeze etiquette, and proper hand hygiene practices.
- 3) The employer shall keep everyone on the worksite premises at least 6 feet from one another to the maximum extent possible and to reduce congestion, including using ground markings, signs, and physical barriers, as appropriate to the worksite.
- 4) The employer shall provide non-medical grade face coverings to their employees at no cost to the employee.
- 5) The employer shall require face coverings to be worn when employees cannot consistently maintain 6 feet of separation from other individuals in the workplace and consider face shields when employees cannot consistently maintain 3 feet of separation from other individuals in the workplace.
- 6) The employer shall require face coverings in shared spaces, including during in-person meetings and in restrooms and hallways.

Rule 8. Personal protective equipment requirements for all employers.

- 1) The employer shall provide employees with the types of personal protective equipment, including respirators if necessary, for protection from SARS-CoV-2 appropriate to the exposure risk associated with the job. The employer must follow current CDC and OSHA guidance for personal protective equipment.
- 2) The employer shall ensure that the personal protective equipment is properly fitted and properly worn; used consistently; regularly inspected, maintained, and replaced, as necessary; and properly removed, cleaned, and stored or disposed of to avoid contamination of self, others, or the work environment.
- 3) In establishments that provide medical treatment or housing to known or suspected cases of COVID-19, the employer shall ensure that the employees in frequent or prolonged close contact with such cases are provided with and wear, at a minimum, an N95 respirator, goggles or face shield, and a gown.

Rule 9. Industry-specific requirements.

- (6) In-home services. All businesses or operations that provide in-home services, including cleaners, repair persons, painters, and the like, must:
 - a) Maintain accurate appointment record, including date and time of service, name of client, and contact information to aid with contact tracing.
 - b) Prior to entering the home, inquire with the customer whether anyone in the household has been diagnosed with COVID-19, is experiencing symptoms of COVID-19, or has had close contact with someone who has been diagnosed with COVID-19. If so, the business or operation must reschedule for a different time.

Rule 10. Training requirements for all employers.

- 1) The employer shall provide training to employees on SARS-CoV-2 and COVID-19.
- 2) The employer shall provide any communication and training on COVID-19 infection control practices in the primary languages common in the employee population.
- 3) The training shall cover:
 - a) Workplace infection-control practices.
 - b) The proper use of personal protective equipment.
 - c) Steps the employee must take to notify the business or operations of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.
 - d) How to report unsafe working conditions.
- 4) The employer shall provide updated training if it changes its preparedness and response plan or new information becomes available about the transmission of SARS-CoV-2 or COVID-19.

Rule 11. Recordkeeping requirements for all employers.

- 1) Employers must maintain a record of the following requirements:
 - a) Training. The employer shall maintain a record of all COVID-19 employee training.
 - b) Screening protocols. The employer shall maintain a record of screening for each employee or visitor entering the workplace.

- c) Records of required notifications. The employer shall maintain a record of each notification required by Rule 6 of these rules.
- 2) Employers must maintain records for 1 year from time of generation.