

Covid-19 Protocol Compliance Inspection - DMPI Checklist

Manufacturing

AWARENESS CHECK

Are there information drives and communication materials on COVID-19 that promote safety for employees?

Yes

No

NA

Please confirm what the employees at the workplace are able to answer correctly?

☐

Purpose of wearing face masks

☐

Purpose of Frequent Hand Washing or Hand Sanitization

☐

Purpose of Physical Distancing

ENTRY CHECK

Are face masks been worn by workers entering the workplace?

Yes

No

NA

Are signages on COVID-19 safety measures seen in the premises?

Yes

No

NA

Are health declaration forms accessible at the entrance?

Yes

No

NA

Are body temperature measurement tools available at the entrance?

Yes

No

NA

Is a hand washing facility seen at the entrance?

☐ Yes☐ No☐ NA

Are hand sanitizers available at the entrance?

☐ Yes☐ No☐ NA

Is there a disinfectant foot bath at the entrance?

☐ Yes☐ No☐ NA

Is there an isolation area at the entrance?

☐ Yes☐ No☐ NA

Is 1 meter of physical distancing being followed by people coming in the workplace?

☐ Yes☐ No☐ NA

Are there directional signages for human traffic in the area?

☐ Yes☐ No☐ NA

INHOUSE CONTROL MEASURES

Are there signages on COVID-19 safety measures seen in the premises?

☐ Yes☐ No☐ NA

Are common areas and objects being repeatedly used being sanitized at regular intervals, of not less than 2 hours?

☐ Yes☐ No☐ NA

Are people regularly washing their hands?

☐ Yes☐ No☐ NA

Is clean running water and soap available in wash rooms?

Yes

No

NA

Are sanitizers provided in vital areas of the location?

Yes

No

NA

Is 1 meter of physical distancing being followed by people coming in the workplace?

Yes

No

NA

Are people wearing face masks or protection kits in the area?

Yes

No

NA

Are directional signages seen in the area?

Yes

No

NA

Is one-way human traffic being observed in the area?

Yes

No

NA

In the work area, are transparent barriers seen between the work spaces?

Yes

No

NA

Are the tools which are being shared by people being disinfected after every use?

Yes

No

NA

Is the waste being disposed off properly?

☐ Yes☐ No☐ NA

Are disinfectants being carried out in the area as scheduled?

☐ Yes☐ No☐ NA

MINIMIZING CONTACT RATE

Are the meetings that require physical presence of staff kept to a minimum number of participants, and of short duration?

☐ Yes☐ No☐ NA

Are lengthy meetings or discussions done through video conferencing?

☐ Yes☐ No☐ NA

Are people in enclosed spaces limited to observe at least 1 meter physical distancing?

☐ Yes☐ No☐ NA

Are people in enclosed spaces and proximate to each other wearing face masks or appropriate protection?

☐ Yes☐ No☐ NA

Are clients and internal customers provided online assistance?

☐ Yes☐ No☐ NA

TRANSIT CHECK

Are Covid 19 safety signages seen on buses and hauling vehicles?

☐ Yes☐ No☐ NA

Are thermal scanners and thermometers available in the buses?

Yes

No

NA

Are hand sanitizers available in the buses?

Yes

No

NA

Do buses have interior barriers between passengers?

Yes

No

NA

Are face masks being worn by passengers travelling in the buses?

Yes

No

NA