



# C I T Y O F P H I L A D E L P H I A

DEPARTMENT OF LICENSES & INSPECTIONS  
1130 Municipal Services Building  
1401 John F. Kennedy Boulevard  
Philadelphia, PA 19102-1687

DAVID J. PERRI, P.E.  
COMMISSIONER

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## **COVID-19 Related Construction Requirements**

Contractors and other Trade Licensees,

It goes without saying that the COVID-19 pandemic continues to impact every part of our lives. From our lives at home to our lives at work, COVID-19 has forced us to make significant changes to how we operate.

With that in mind, I wanted to provide a reminder about the requirements at every active construction site in Philadelphia.

**Pandemic Safety Officer-** If your jobsite is operating, a designated Pandemic Safety Officer must be on site. That Pandemic Safety Officer must have obtained a COVID training certification from one of the seven approved providers (see below):

- **OSHAcademy-** Preparing Workers for COVID-19
- **General Building Contractors Association (GBCA)-** COVID-19 Awareness Training and Certification (UBC program made available to other trades by GBCA)
- **360 Training OSHACampus-** COVID-19 Awareness
- **United Brotherhood of Carpenters and Joiners-** COVID-19 Training Program
- **Med-Tex Services Inc.-** Pandemic Awareness Training
- **Finishing Trades Institute-** COVID-19 Awareness
- **United Brotherhood of Carpenters and Joiners (UBC)-** COVID-19 Awareness training (must be UBC member)

**Mask Up-** Every worker on your jobsite must be wearing a mask or face shield **at all times** that they are on site unless they are in the act of eating or drinking.

**COVID Training Certification and Site Safety Plan Must Be Available on site-** You must have copies of these documents on site and available at any time that your jobsite is operating. The COVID training certification must be held by the Pandemic Safety Officer that is on site.

**Handwashing Stations-** Workers must be provided with handwashing stations.

**Preparing for a Department Inspection-** Please keep in mind the following requirements when preparing for an L&I permit inspection:

- All workers who are not needed to help carry out the inspection must clear the area being inspected.
- Masks and gloves must be worn by anyone accompanying the inspector during the site visit.
- Approved plans must be on site and arranged such that the portions showing the specific areas being inspected are visible.
- The L&I inspector must have ready access to all areas subject to inspection.
- No paper certifications or reports can be submitted, digital copies shall be emailed

We will be strictly enforcing these requirements. In the coming weeks, the Department's Audits and Investigations Unit will be inspecting more jobsites for compliance with these requirements than ever before. If any violation is observed, it will be cited and result in a \$2,000 fine.

I understand that these requirements require changes to how you conduct your business. I also understand that a \$2,000 fine is a serious penalty—but the public health crisis we are all facing requires that we change our behaviors and adapt to keep our fellow Philadelphians safe and healthy.

I thank you for your continued cooperation, and for your compliance with the City's requirements.

Sincerely,

Will Fernandez  
Audits and Investigations Unit  
Departments of Licenses and Inspections