

**Daily Checklist**  
**UCSF Medical Center**  
**OFFICE OF DESIGN AND CONSTRUCTION**

Date: \_\_\_\_\_ Project Name: \_\_\_\_\_  
Time: \_\_\_\_\_ Project Number: \_\_\_\_\_  
Loc: \_\_\_\_\_ Contractor: \_\_\_\_\_

INFECTION CONTROL DAILY REPORT	INTERIM LIFE SAFETY DAILY REPORT																																																																																																
<p><b>1. CONSTRUCTION BARRICADE</b></p> <table style="width:100%; border-collapse: collapse;"> <tr><td>Barricade sealed properly; no penetrations</td><td>YES</td><td>NO</td></tr> <tr><td>Walk-off mats in place, clean</td><td>YES</td><td>NO</td></tr> <tr><td>Barricade doors have closers</td><td>YES</td><td>NO</td></tr> <tr><td>Door frames gasketed</td><td></td><td></td></tr> <tr><td>doors close &amp; seal properly</td><td>YES</td><td>NO</td></tr> <tr><td>Dust precautions signs in place</td><td>YES</td><td>NO</td></tr> <tr><td>Adjacent ceiling areas intact</td><td>YES</td><td>NO</td></tr> <tr><td>Adjacent floor areas clean, no dust tracked</td><td>YES</td><td>NO</td></tr> </table> <p><b>Comments:</b></p> <hr/> <p><b>2. NEGATIVE AIR</b></p> <table style="width:100%; border-collapse: collapse;"> <tr><td>Negative pressure at barricade entrance</td><td>YES</td><td>NO</td></tr> <tr><td>All windows and doors closed behind barricade</td><td>YES</td><td>NO</td></tr> <tr><td>Negative air machines running</td><td>YES</td><td>NO</td></tr> <tr><td>Negative air filters clean</td><td>YES</td><td>NO</td></tr> <tr><td>Negative air discharge hoses intact</td><td>YES</td><td>NO</td></tr> </table> <p><b>Comments:</b></p> <hr/> <p><b>3. JOBSITE</b></p> <table style="width:100%; border-collapse: collapse;"> <tr><td>Project area clean, debris removed daily</td><td>YES</td><td>NO</td></tr> <tr><td>Debris removed in suitable containers</td><td>YES</td><td>NO</td></tr> <tr><td>Debris removed at time specified</td><td>YES</td><td>NO</td></tr> </table> <p><b>Comments:</b></p> <hr/> <p><b>4. OCCUPIED AREAS</b></p> <table style="width:100%; border-collapse: collapse;"> <tr><td>Work authorized and scheduled</td><td>YES</td><td>NO</td></tr> <tr><td>Visquine barricade properly in place</td><td>YES</td><td>NO</td></tr> <tr><td>Ceiling access tag posted</td><td>YES</td><td>NO</td></tr> <tr><td>Surrounding area clean</td><td>YES</td><td>NO</td></tr> </table> <p><b>Comments:</b></p>	Barricade sealed properly; no penetrations	YES	NO	Walk-off mats in place, clean	YES	NO	Barricade doors have closers	YES	NO	Door frames gasketed			doors close & seal properly	YES	NO	Dust precautions signs in place	YES	NO	Adjacent ceiling areas intact	YES	NO	Adjacent floor areas clean, no dust tracked	YES	NO	Negative pressure at barricade entrance	YES	NO	All windows and doors closed behind barricade	YES	NO	Negative air machines running	YES	NO	Negative air filters clean	YES	NO	Negative air discharge hoses intact	YES	NO	Project area clean, debris removed daily	YES	NO	Debris removed in suitable containers	YES	NO	Debris removed at time specified	YES	NO	Work authorized and scheduled	YES	NO	Visquine barricade properly in place	YES	NO	Ceiling access tag posted	YES	NO	Surrounding area clean	YES	NO	<p><b>1. EGRESS</b></p> <table style="width:100%; border-collapse: collapse;"> <tr><td>Exits clear and unobstructed</td><td>YES</td><td>NO</td></tr> <tr><td>Alternate exit signs are posted in observable locations</td><td>YES</td><td>NO</td></tr> <tr><td>Contractor has maintained escape facilities for construction workers</td><td>YES</td><td>NO</td></tr> </table> <p><b>Comments:</b></p> <hr/> <p><b>2. CONSTRUCTION BARRICADES</b></p> <table style="width:100%; border-collapse: collapse;"> <tr><td>Temporary construction partitions are rated and smoke tight</td><td>YES</td><td>NO</td></tr> <tr><td>Temporary doors are rated and smoke tight</td><td>YES</td><td>NO</td></tr> </table> <p><b>Comments:</b></p> <hr/> <p><b>3. 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JOBSITE</b></p> <table style="width:100%; border-collapse: collapse;"> <tr><td>Smoking prohibited</td><td>YES</td><td>NO</td></tr> <tr><td>Confinement for hazardous, flammable and combustible materials</td><td>YES</td><td>NO</td></tr> <tr><td>Contractor performing housekeeping and debris removal daily</td><td>YES</td><td>NO</td></tr> <tr><td>Contractor safely storing materials in and adjacent to construction area</td><td>YES</td><td>NO</td></tr> </table> <p><b>Comments:</b></p>	Exits clear and unobstructed	YES	NO	Alternate exit signs are posted in observable locations	YES	NO	Contractor has maintained escape facilities for construction workers	YES	NO	Temporary construction partitions are rated and smoke tight	YES	NO	Temporary doors are rated and smoke tight	YES	NO	Verification that interim fire alarm and fire sprinklers are unimpaired	YES	NO	Access to Emergency Services is clear and unobstructed	YES	NO	Additional fire fighting equipment in certified and accessible	YES	NO	Smoking prohibited	YES	NO	Confinement for hazardous, flammable and combustible materials	YES	NO	Contractor performing housekeeping and debris removal daily	YES	NO	Contractor safely storing materials in and adjacent to construction area	YES	NO
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cc: Infection Control  
Project Manager  
File

Inspector: \_\_\_\_\_  
Pete Lendway, IC / ILSM Inspector

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