## Appendix F
### Office of Design and Construction Daily Checklist

**OFFICE OF DESIGN AND CONSTRUCTION**

<table>
<thead>
<tr>
<th>Date:</th>
<th>Project Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time:</td>
<td>Project Number:</td>
</tr>
<tr>
<td>Loc:</td>
<td>Contractor:</td>
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</tbody>
</table>

### INFECTION CONTROL DAILY REPORT

#### 1. CONSTRUCTION BARRICADE
- Barricade sealed properly; no penetrations **YES** **NO**
- Walk-off mats in place, clean **YES** **NO**
- Barricade doors have closers **YES** **NO**
- Doors frame gasketed **YES** **NO**
- 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**

**Comments:**

#### 2. NEGATIVE AIR
- 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**

**Comments:**

#### 3. JOBSITE
- Project area clean, debris removed daily **YES** **NO**
- Debris removed in suitable containers **YES** **NO**
- Debris removed at time specified **YES** **NO**

**Comments:**

#### 4. OCCUPIED AREAS
- Work authorized and scheduled **YES** **NO**
- Vaquine barricade property in place **YES** **NO**
- Ceiling access tag posted **YES** **NO**
- Surrounding area clean **YES** **NO**

**Comments:**

### INTERIM LIFE SAFETY DAILY REPORT

#### 1. EGRESS
- 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**

**Comments:**

#### 2. CONSTRUCTION BARRICADES
- Temporary construction partitions are rated and smoke tight **YES** **NO**
- Temporary doors are rated and smoke tight **YES** **NO**

**Comments:**

#### 3. FIRE ALARM & SUPPRESSION
- 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**

**Comments:**

#### 4. JOBSITE
- 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**

**Comments:**

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