

# ***Live Oak Unified School District***

## **COVID-19 Safety Plan**

### **Plan Includes:**

- **LOUSD School Reopening Plan**
- **Cal-OSHA COVID-19 Prevention Plan**

# LIVE OAK UNIFIED SCHOOL DISTRICT REOPENING PLAN



Until our community is widely vaccinated, the best way to prevent illness is to avoid being exposed to this virus. The virus spreads mainly from person-to-person between unmasked people who are in close contact with one another (within about 6 feet). This occurs by respiratory droplets produced when an infected person speaks, coughs, or sneezes. These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. Older adults and people who have severe underlying medical conditions like hypertension, obesity, heart or lung disease, diabetes, or asthma seem to be at higher risk for developing more serious complications from COVID-19 illness. Every person has a role to play. So much of protecting yourself and your family comes down to common sense.

## **Minimizing Individual and Public Health Risks**

To assist with planning for the return from break, the following guidelines and considerations are intended to help Live Oak Unified School District (LOUSD) plan and prepare. This guidance is subject to updates. These guidelines and considerations are based on the best available public health data at this time, international best practices currently employed, and the practical realities of managing school operations; as new data and practices emerge.

Returning to school has generally been associated with increases in cases of community-associated seasonal respiratory viral infections. As a result, we must plan for a possible increase in cases of COVID-19 upon the return to schools and as such, the appropriate measures will be proactively put in place to mitigate the effects of such an increase. This includes the need for readily available safety supplies and testing. Consistency is essential for children and it will be important to ensure that once children return to school, they are able to stay in school and not have to miss considerable time due to infection/quarantine. Furthermore, children rely on structure and schedule for stability. CDPH released its latest guidance for K-12 schools on June 30, 2022. LOUSD will follow these guidelines set forth by CDPH in its COVID-19 Guidance document. LOUSD's Safety plan is based on the latest guidance and regulations, and is organized into the categories below:

## **Screening**

Health screening is often done to prevent symptomatic individuals from entering a school or workplace. In order to prevent the spread of infection, students/parents, teachers, and other employees, including substitute teachers and coaches will be required to self-screen daily before coming to work/school. **Employees/Students who have signs/ symptoms of COVID-19 are required to stay home until they are cleared to return to work per Public Health Guidelines.** Decisions about testing and returning to school, including those who have had exposure to COVID-19, will be guided by LOUSD's Nurse, Superintendent, and Site Administrators in accordance with Public Health requirements and recommendations.

Students/parents and employees are requested to complete a DAILY symptom check before reporting to school/ work/bus stop. Should ANY responses change to a "Yes" while at school/work, the student/staff member should let their school office know and go home immediately.

## Questions:

- Within the last 10 days, have you been diagnosed with COVID-19 by a medical professional or had a test confirming you have the virus?
- In the last three (3) days, have you had or developed one or more of these symptoms: fever of 100.4°F or greater, fatigue, body aches, chills, night sweats, cough, congestion, runny nose, shortness of breath, sore throat, headache, nausea or vomiting, diarrhea, loss of taste or smell.
- Have you been within six feet for 15 or more minutes in the last 10 days with a confirmed positive COVID-19 person?

I acknowledge that it is my responsibility to:

- Tell my teacher and go see the school nurse if I do not feel well and go home immediately;
- Wash my hands with soap and water or use hand sanitizer each time I enter or leave my individual workstation;
- Sneeze or cough into a cloth or a tissue, or if not available, my elbow;

\*\*The list of symptoms is not all inclusive. Health officials will continue to update this list as we learn more about COVID-19.

Classwork will be available for a student who may need to isolate or quarantine. Independent Study will be available to students who are medically fragile or who have a household member who is medically fragile during the pandemic.

Staff and students will be provided information on signs and symptoms of COVID-19 so that appropriate action can be taken if anyone develops symptoms during the day. Students or staff who are symptomatic or asymptomatic positive must remain home until cleared to return per local health department. Students and staff who have been knowingly exposed to COVID-19 must wear a mask and test according to Public Health guidance. If a student or staff member has continuous close contact with a COVID-19 positive family member, they may come to school/work if they wear a mask and test according to guidance from Public Health.

## Face Coverings

Masks are strongly recommended by the California Department of Public Health, but not required. Students and staff will be provided masks upon request.

## Hand Hygiene

### Hand Hygiene

Hand hygiene is one of the most effective strategies to prevent the spread of most respiratory viruses including the coronavirus. The following handwashing and hygiene measures will be in place including signage in high visibility areas to remind staff and students of proper techniques.

- Teach and reinforce proper hand washing techniques, avoiding contact with one's eyes, nose and mouth, and covering coughs and sneezes.

- Develop routines to ensure students wash their hands/use hand sanitizer upon arrival, before/after lunch, after bathroom use, and after coughing or sneezing.
- Adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, and hand sanitizer (with at least 60% ethyl alcohol).
- Minimize the sharing of supplies and equipment among staff and students to the extent feasible. When items must be shared it will be cleaned and disinfected between uses.
- Minimize student and staff contact with high touch surfaces (e.g. propping open building/room doors particularly at arrival and departure times).

### **Campus Visitors/Item Drop Off**

- If you have any symptoms listed in the screening protocol, please do not come onto campus.

## **COVID-19 Testing and Reporting**

Guidance from CDPH recommends testing of students who are symptomatic or who have been exposed to COVID-19 through the 6 feet for a cumulative time of 15 minutes rule.

Live Oak Unified School District has BinaxNow Rapid Antigen Tests for testing of symptomatic staff/students and Contacts of positive COVID-19 individuals.

### **Scenario 1: Staff and Students who test positive (Quarantine required)**

If someone **tests positive** (regardless of vaccination status) they are sent home to quarantine for 10 days.

- They may return to school/work on Day 6 if they have a negative test on Day 5 (or later) and are symptom free.
- Students are eligible for extracurriculars once they return to campus with a negative COVID Test.

### **Scenario 2: Staff or Students exposed to a Positive and are symptom free (No Quarantine required)**

- This applies to everyone, regardless of vaccination status
- They must test 3-5 days after last exposure
- Close contacts should wear a well-fitted mask around others for a total of 10 days
- If symptoms develop, test and stay home

## **Cleaning and Disinfecting**

Cleaning and disinfecting protocols will be in place throughout the school campuses. In classrooms, teachers, and students will have access to Environmental Protection Agency (EPA) approved materials to maintain the cleanliness of their environment.

Custodians will be cleaning classrooms daily. Custodians will be cleaning and disinfecting other high use areas throughout the campus such as outdoor lunch tables, restrooms, etc. throughout the day. Regular nightly cleaning includes emptying of all interior and exterior trash by the night custodial staff. Cleaning and disinfecting all restrooms. Prioritizing sanitizing/disinfecting\* desktops, tabletops, door handles, push plates and light switches in classrooms and common areas. As time allows, we will perform floor care (vacuum, sweep, or mop). \*Desktops and tables tops will be sprayed with disinfectant daily.

## Ventilation

We will encourage all staff members to open windows and doors, as much as is practical, to ensure airflow from outdoors. Additionally, our well-maintained Heating, Ventilation, and Air Conditioner (HVAC) systems are key to ensuring healthy indoor air quality in school learning environments. Research continues to add to the evolving knowledge that environmental conditions and airflow influence the transmissibility of the coronavirus.

- HVAC systems will be set to operate at a minimum of 1 hour before occupancy to “flush” rooms and MERV-13 filters are in use.
- The use of outdoor space or environments with windows or other cross ventilation options is encouraged.

## Communication

The School District is committed to keeping families, students, and staff informed of COVID-19 exposure and outbreaks. It is important that everyone has up to date and accurate information so that informed decisions can be made. It is also the Districts commitment to maintain the privacy of those with COVID-19 and will keep information confidential following all FERPA and HIPAA rules.

The District will notify all employees when a positive case had occurred in their workspace within the required 24 hrs. The District will notify families if an individual has been determined to be a contact of a positive case, they or their parents will be immediately notified by the District. Information will be shared about quarantine and testing options. Information about the positive COVID-19 individual will not be shared.

## Summary

This document provides guidance about LOUSD’s plan for keeping schools open and measures to mitigate risks related to the spread of COVID-19. As stated throughout the document, the risks of infection and transmission in children need to be balanced with the harm of school closure which has impacted educational progress and the physical and mental well-being of students. It is the LOUSD’s intention to articulate the rationale for the recommendations contained in this document in order to help reduce the fear and anxiety in parents, students, and school staff.

Other important factors to consider are inequalities in the social and economic burden of COVID-19, which may further disadvantage students where educational inequality and barriers to virtual learning may be more pronounced. In addition, we appreciate that the living conditions for children vary across socioeconomic groups and therefore recommend that further work be done to develop guidance and identify supports needed for situations where children reside within the same home as individuals with underlying conditions that put them at increased risk of more severe disease.

Finally, it is important to note that these recommendations reflect the evidence available at the present time and may evolve as new evidence emerges and as information is gathered from other jurisdictions that have opened schools already.

## Resources

### School Website URL

<https://www.lousd.k12.ca.us>

CDPH and Cal/OSHA Guidance for Schools and School-Based Programs

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/K-12-Guidance-2022-23-School-Year.aspx>

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-on-Isolation-and-Quarantine-for->

[COVID-19-Contact-Tracing.aspx](https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-on-Isolation-and-Quarantine-for-COVID-19-Contact-Tracing.aspx)

<https://www.dir.ca.gov/title8/3205.html>

# COVID-19 Prevention Program (CPP) for Live Oak Unified School District

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

**Date: 7/18/22 (Revised 1/4/2021) (Revised 8/1/21) (Revised 1/20/22)**

## Authority and Responsibility

Mat Gulbrandsen, Superintendent, has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

## Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix B: COVID-19 Inspections form** as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

### Employee participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by complete District provided survey and/or reporting concerns to their direct supervisors.

### Employee screening

We screen our employees by having them self-screen according to CDPH guidelines.

## Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures will be documented on the **Appendix B: COVID-19 Inspections** form, and corrected in a timely manner based on the severity of the hazards, as follows:

Any reported concerns will be investigated within a 48-hour period by MOT supervisor, Troy Dollins, and Superintendent, Mat Gulbrandsen. Respondents will be notified of actions taken to address concerns within an additional 48-hours.

# Control of COVID-19 Hazards

## Face Coverings

We provide clean, undamaged face coverings and ensure that they are trained on how to properly wear them. All staff and students will be provided face covering by the District upon request.

## Engineering controls

We implement the following measures for situations where we cannot maintain at least six feet between individuals: Plexiglass barriers have been installed in district areas where six feet cannot be maintained.

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- All HVAC units have MERV-13 filters
- All HVAC units have been converted to bring in as much outside return air as the units allow.
- HVAC systems have been overridden allowing doors and windows to remain open while in use.

## Cleaning and disinfecting

Strict cleaning and disinfecting protocols will be in place throughout the school campuses. In classrooms, teachers, and students will have access to Environmental Protection Agency (EPA) approved materials to maintain the cleanliness of their environment. Additionally, teachers will be provided with paper towels and spray bottles of an EPA approved disinfectant. All teachers will be trained in the proper use of cleaners and disinfectants.

Custodians will be cleaning classrooms daily. Custodians will be cleaning and disinfecting other high use areas throughout the campus such as outdoor lunch tables, restrooms, etc. throughout the day. Regular nightly cleaning includes emptying of all interior and exterior trash by the night custodial staff. Cleaning and disinfecting all restrooms. Prioritizing sanitizing/disinfecting\* desktops, tabletops, door handles, push plates and light switches in classrooms and common areas. As time allows, we will perform floor care (vacuum, sweep, or mop). \*Desktops and tabletops will be sprayed with disinfectant daily.

In the case of a COVID-19 positive report: Sites will create a work order with classrooms/areas affected, which includes when the room/area was last occupied to schedule the disinfect cleaning to be done 24 hours after last occupation per CDC recommendation. Custodians will disinfect touch points on hard surfaces such as student desks, hard chairs or stools, file cabinets, cabinets doors (around the handle area), sink handles, and tables. We will clean hard surfaces in work areas/stations and any technology related items that are high touch such as phones, keyboards, mice, and printers. If there are other items which are high touch in the classroom then it should be noted on the work order to be cleaned. Once completed, communication will be confirmed back to the site through completing the work order as resolved.

## Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by the employee that last used it, using virex or Clorox wipes.

## **Hand sanitizing**

In order to implement effective hand sanitizing procedures, we:

- Evaluating handwashing facilities.
- Determining the need for additional facilities.
- Encouraging and allowing time for employee handwashing.
- Providing employees with an effective hand sanitizer and prohibit hand sanitizers that contain methanol (i.e. methyl alcohol).
- Providing mobile hand sanitizer station throughout campus.
- Encouraging employees to wash their hands for at least 20 seconds each time.

## **Personal protective equipment (PPE) used to control employees' exposure to COVID-19**

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained

## **Investigating and Responding to COVID-19 Cases**

Employees who had potential COVID-19 exposure in our workplace will be:

- Provided information on testing sites and insurance coverage (employees w/o insurance will be covered by the District)
- The information on benefits described in Training and Instruction, and Exclusion of COVID-19 Cases, below, will be provided to them.

## **System for Communicating**

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- Employees should report COVID-19 symptoms and possible hazards to their site administrators or supervisors through call, email, or text.
- That employees can report symptoms and hazards without fear of reprisal.
- Our procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- Where testing is not required, how employees can access COVID-19 testing
- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.
- The school nurse and/or HR will work with employees to provide information for testing, leaves, tracing, and other supports.

## **Training and Instruction**

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:

- COVID-19 is an infectious disease that can be spread through the air.
- COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
- An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

## Exclusion of COVID-19 Cases

Where we have a COVID-19 case in our workplace, we will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for 10 days after the last known COVID-19 exposure to a COVID-19 case, unless they qualify to return on Day 6 by being symptom free and test negative on Day 5 or later.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This will be accomplished by Families First Coronavirus Response Act Leave, Family Medical Leave Act/California Family Rights Act Leave, Leave Pursuant to the Collective Bargaining Agreements, or Workers' Compensation Benefits.
- Providing employees at the time of exclusion with information on available benefits.

## Reporting, Recordkeeping, and Access

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

## Return-to-Work Criteria

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
    - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
    - COVID-19 symptoms have improved.
    - The Quarantine period is 10-days but may be allowed to return to work on Day 6 with a negative COVID-19 test on Day 5 (or later).
    - The employee must strictly wear a mask indoor and outdoor until the 10-day quarantine period is over.
  - COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 5 days have passed and the employee tests negative on a COVID-19 antigen test.
  - A negative COVID-19 test will not be required for an employee to return to work unless the employee is returning on Day 6 of the 10-day quarantine period.
  - If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time the order to isolate was effective and 10 days from the time the order to quarantine was effective.
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**Mat Gulbrandsen, Superintendent**

**Date**



## Appendix B: COVID-19 Inspections

Date:

Name of person conducting the inspection:

Work location evaluated:

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
<b>Engineering</b>			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
<b>Administrative</b>			
Physical distancing			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
<b>PPE (not shared, available and being worn)</b>			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			

## Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

**Date:**

**Name of person conducting the investigation:**

<b>Employee (or non-employee*) name:</b>		<b>Occupation (if non-employee, why they were in the workplace):</b>	
<b>Location where employee worked (or non-employee was present in the workplace):</b>		<b>Date investigation was initiated:</b>	
<b>Was COVID-19 test offered?</b>		<b>Name(s) of staff involved in the investigation:</b>	
<b>Date and time the COVID-19 case was last present in the workplace:</b>		<b>Date of the positive or negative test and/or diagnosis:</b>	
<b>Date the case first had one or more COVID-19 symptoms:</b>		<b>Information received regarding COVID-19 test results and onset of symptoms (attach documentation):</b>	

**Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):**

<b>Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:</b>			
<b>All employees who may have had COVID-19 exposure and their authorized representatives.</b>	<b>Date:</b>		
	<b>Names of employees that were notified:</b>		
<b>Independent contractors and other employers present at the workplace during the high-risk exposure period.</b>	<b>Date:</b>		
	<b>Names of individuals that were notified:</b>		
<b>What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?</b>		<b>What could be done to reduce exposure to COVID-19?</b>	
<b>Was local health department notified?</b>		<b>Date:</b>	

\*Should an employer be made aware of a non-employee infection source COVID-19 status.

## Appendix D: COVID-19 Training Roster

Date:

Person that conducted the training:

Employee Name	Signature

## **Additional Consideration #1**

### **Multiple COVID-19 Infections and COVID-19 Outbreaks**

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

#### **COVID-19 testing**

- We will provide COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
  - All employees in our exposed workplace will be immediately tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
  - After the first two COVID-19 tests, we will continue to provide COVID-19 testing of employees who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
  - We will provide additional testing when deemed necessary by Cal/OSHA.

#### **Exclusion of COVID-19 cases**

We will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria** requirements, and local health officer orders if applicable.

#### **Investigation of workplace COVID-19 illness**

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.

#### **COVID-19 investigation, review and hazard correction**

In addition to our CPP **Identification and Evaluation of COVID-19 Hazards** and **Correction of COVID-19 Hazards**, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 testing policies.
  - Insufficient outdoor air.
  - Insufficient air filtration.
  - Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards.
  - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
  - Moving indoor tasks outdoors or having them performed remotely.
  - Increasing outdoor air supply when work is done indoors.

- Improving air filtration.
- Increasing physical distancing as much as possible.
- Respiratory protection.
- [describe other applicable controls].

#### **Notifications to the local health department**

- Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.
- We will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. We will continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.

## **Additional Consideration #2**

### **Major COVID-19 Outbreaks**

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

#### **COVID-19 testing**

We will provide twice a week COVID-19 testing, or more frequently if recommended by the local health department, to all employees present at our exposed workplace during the relevant 30-day period(s) and who remain at the workplace. COVID-19 testing will be provided at no cost to employees during employees' working hours.

#### **Exclusion of COVID-19 cases**

We will ensure COVID-19 cases and employees with COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria**, and any relevant local health department orders.

#### **Investigation of workplace COVID-19 illnesses**

We will comply with the requirements of our CPP **Investigating and Responding to COVID-19 Cases**.

#### **COVID-19 hazard correction**

In addition to the requirements of our CPP **Correction of COVID-19 Hazards**, we will take the following actions:

- In buildings or structures with mechanical ventilation, we will filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems would reduce the risk of transmission and implement their use to the degree feasible.
- We will determine the need for a respiratory protection program or changes to an existing respiratory protection program under CCR Title 8 section 5144 to address COVID-19 hazards.
- We will evaluate whether to halt some or all operations at our workplace until COVID-19 hazards have been corrected
- Implement any other control measures deemed necessary by Cal/OSHA.

#### **Notifications to the local health department**

We will comply with the requirements of our **Multiple COVID-19 Infections** and **COVID-19 Outbreaks-Notifications to the Local Health Department**.