



COVID-19 PREVENTION PROGRAM TRAINING

On November 30, 2020 California approved emergency temporary Cal/OSHA standards on COVID-19 infection prevention. The new temporary standards apply to most workers in California not covered by Cal/OSHA's Aerosol Transmissible Diseases standard. Both employers and workers have various responsibilities for maintaining a safe and healthy work environment. **All workers shall follow their company specific policies and procedures specific to COVID-19.**

COVID-19 REMINDER: COVID-19 is an infectious disease that can be spread through the air when an infectious person talks or vocalizes, sneezes, coughs, or exhales; that COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth, although that is less common; and that an infectious person may have no symptoms. **Particles that contain the virus travel further distance indoors.**

COVID-19 SYMPTOMS:

- fever of 100.4 degrees Fahrenheit or higher
- chills
- cough
- shortness of breath or difficulty breathing
- fatigue
- muscle or body aches
- headache
- new loss of taste or smell
- sore throat congestion or runny nose
- nausea or vomiting
- diarrhea

BASIC EMPLOYER REQUIREMENTS:

- Maintain a written COVID-19 program that includes engineering, administrative and PPE controls specific to work site or facility
- COVID-19 related benefits (Families First Coronavirus Response Act)
- Ask employees to report COVID-19 symptoms, possible exposures, and possible COVID-19 hazards (see attached – COVID-19 Exposure Evaluation Process)
- Provide information about COVID-19 testing
- Identify and evaluate potential COVID-19 hazards
- Conduct screening for employees
- Review orders from state and local health department jurisdictions
- Evaluate current COVID-19 controls
- Conduct periodic inspections of controls and responds to COVID-19 cases

BASIC WORKER RESPONSIBILITIES & INFORMATION:

- Review and understand company specific COVID-19 program and maintain compliance with requirements
- Employees must maintain a physical distance of at least six feet and wear face coverings
- Particles containing the virus can travel more than 6ft indoors - face coverings with social distance and hygiene must be combined to be effective
- Workers shall frequently wash hands with soap and water for at least 20 seconds and use hand sanitizer when you do not have immediate access to a sink or hand washing facility
- Participate in COVID-19 screening practices specific to your worksite
- Face shields are not a replacement for face coverings. Face coverings shall be maintained clean and sanitary
- Do not share personal protective equipment and other materials that come in contact with other employees. When it is not feasible to prevent sharing, sharing shall be minimized, and such items and equipment shall be disinfected between uses by different people
- Participate in the employers Injury and Illness Prevention Program (IIPP) and COVID-19 Prevention Program and adhere to applicable requirements for returning to work if there is a confirmed COVID-19 case

COVID-19 TRAINING INFORMATION:**General Information**

- Employees may be entitled to COVID-19 related benefits under applicable laws. Please consult your employer for details
- Face coverings shall be worn, and face coverings are not respiratory protection
- It is vital that employees with COVID-19 symptoms do not attend work and a COVID-19 test shall be taken if the employee is experiencing COVID-19 symptoms

Physical Distancing

- All employees shall be separated by at least six feet, except where the employer can demonstrate that six feet is not possible, or employees are in movement
- If six feet separation is not possible, then employees shall stay away as far as possible from one another

Face Coverings

- All employees shall wear face coverings outdoors, indoors, and when less than six feet from one another and where required by the CDPH and local health department
- Exceptions to face coverings:
 - When an employee is alone in a room
 - While eating or drinking at the workplace, provided that employees are six feet apart
 - Employees wearing respiratory protection
 - Employees that cannot wear face coverings due to medical or mental conditions
 - When the task cannot be completed with a face covering
- Employees exempted from face coverings due to medical or mental condition shall be given an effective non-restrictive alternative
- Employees and non-employees shall wear face coverings including members of the public

Engineering, Administrative, and PPE Controls:

- Maintain physical distance requirements at all times
- Employees shall be aware of cleaning and disinfection protocols
- Personal Protective Equipment shall not be shared to the extent possible
- The use of hand sanitizers with methyl alcohol is prohibited
- Employees shall use eye protection and respiratory protection when are exposed to procedures that may aerosolize potentially infectious material

Reporting, Recordkeeping, and Access

- The written COVID-19 Prevention Program shall be available at the workplace to employees
- The employer may ask for specific information for the purposes of tracking COVID-19 cases and accurate records for such cases

Return to work criteria:

- COVID-19 cases with COVID-19 symptoms shall not return to work until:
 - At least 24 hours passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications
 - COVID-19 symptoms have improved
 - At least 10 days have passed since the COVID-19 symptoms have first appeared
- If you tested positive for COVID-19 but never developed symptoms, you shall not return to work until a minimum of 10 days have passed since the date of specimen collection of the first positive COVID-19 test
- A negative COVID-19 test shall not be required for an employee to return to work
- If an order to isolate or quarantine is issued by a local or state health official, the employee shall not return to work until the isolation or quarantine period is completed or lifted
- If there are no violations of isolation or quarantine, the Division may allow employees to return to work on the basis that the employee would create an undue risk to the community's health and safety

MULTIPLE COVID-19 INFECTIONS AND COVID-19 OUTBREAKS:**COVID-19 Testing**

- The employer shall provide COVID-19 testing to all employees at the exposed workplace, except for the employees that were not present during an outbreak
- COVID-19 testing shall be provided free of cost during employee working hours
- All employees in the exposed workplace shall be tested and then tested again one week later
- After the first two required tests, employers shall provide continuous testing of employees who remain at the workplace at least once per week
- Employers shall provide testing when deemed necessary
- COVID-19 cases and employees who had COVID-19 exposure shall be excluded from the workplace

Notification to Health Department

- The employer shall contact the local health department immediately but no longer than 48 hours after the employer knows or would have known of three or more COVID-19 cases for guidance on further preventing spread
- The employer shall provide the total number of COVID-19 cases and specific employee information
- The employer shall continue to give notice to the local health department of any subsequent COVID-19 cases

MAJOR COVID-19 OUTBREAKS REQUIREMENTS

This section applies to any place of employment when there are 20 or more COVID-19 cases in an exposed workplace within a 30-day period.

COVID-19 Testing

- Employers shall provide twice a week COVID-19 testing, or more frequently if recommended by the health department, to all employees present at the exposed workplace during the 30-day period(s)
- COVID-19 testing shall be provided free of cost during employee working hours

COVID-19 Employer Hazard Correction

- Building or structures mechanical ventilation shall implement filters will filter recirculated with Minimum Efficiency Reporting Value (MERV) 13 or higher if compatible with system
- The employer shall determine the need for respiratory protection or changes to the existing program

COVID-19 PREVENTION IN EMPLOYER PROVIDED-HOUSING

This section applies to employer-provided housing. Employer provided housing also includes labor camp, vehicle, travel trailer, or other housing accommodation. This section does not apply to housing provided for the purposes of emergency response including firefighting, rescue, evacuation and support activities.

Assignment of housing units:

- Residents who usually maintain a household outside of work, shall be housed in the same housing unit without other persons
- Residents who work in the same crew or work together at the same worksite, shall be housed in the same housing unit without other persons
- Employees who do not usually maintain a common household, work crew or worksite, shall be housed in the same housing unit when there are no alternatives

Physical Distance and Controls:

- Beds shall be separated at least six feet apart
- Bunk beds shall not be used
- The quantity of outdoor air shall be maximized

Face Coverings:

- Employer shall provide face coverings to residents and information on when they should be used

Cleaning and Disinfecting:

- Unwashed dishes, drinking glasses, cups and utensils shall not be shared

Screening and Testing:

- Residents are encouraged to report COVID-19 symptoms to the employer
- COVID-19 residents shall be effectively isolated from all other occupants including private sleeping, area, bathroom and eating facility
- COVID-19 cases will be isolated from occupants who are not COVID-19 cases
- Personal information identifying COVID-19 cases and persons with COVID-19 symptoms shall be kept confidential

COVID-19 PREVENTION IN EMPLOYER-PROVIDED TRANSPORTATION

This section does not apply to employer provided transportation when used for emergency response, rescue, evacuation, and support activities

Assignment of transportation:

- Employees residing in the same housing shall be transported in the same vehicle
- Employees working in the same crew or worksite shall be transported in the same vehicle
- Employees who do not share the same household, work crew or worksite shall be transported in the same vehicle only when there are no other alternatives

Physical distancing and face coverings:

- Physical distance and face coverings shall be followed when waiting for transportation
- The vehicle operator and any passengers shall be separated by at least three feet in all direction
- The vehicle operator and any passengers are provided and shall wear a face mask

Screening:

- Follow procedures for excluding drivers and passengers with COVID-19 symptoms prior to boarding

Cleaning and Disinfecting:

- All high contact surfaces used by passengers shall be cleaned and disinfected
- High contact areas used by drivers shall be cleaned and disinfected between drivers
- Employees shall use employer provided cleaning and disinfecting materials

Ventilation:

- Vehicle windows shall be kept open and ventilation shall be set to maximize outdoor air
 - Windows do not need to be kept open if air conditioning is in use and the outdoor air is greater than 90 degrees Fahrenheit
 - The heating is in use and the outside temperature is less than 60 degrees Fahrenheit
 - The vehicle has an air cabin filter in use and the USEPA air quality index for any pollutant is greater than 100

Hand Hygiene:

- Use hand sanitizers before entering and exiting vehicle
- The use of hand sanitizers with methyl alcohol are prohibited

All workers shall follow their company specific COVID-19 policies and procedures

COVID-19 PREVENTION PLAN TRAINING

Training Conducted By: _____ Date: _____

Comments: _____

Attendees:

Print	Signature	Print	Signature
1.		16.	
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