

Background

While various health orders have been lifted, COVID-19 is still present in our community. New variants can become more easily transmissible or result in local or regional outbreaks of cases. At this stage, most UC ANR activities have resumed, while retaining some safety standards to comply with public health orders, workplace safety standards, and UC policies. To protect the health and safety of our employees, volunteers, program participants, and communities as we return to in-person activities, UC ANR has developed [Reopening Guidelines](#) and other detailed safety standards which are summarized below. By implementing these plans, UC ANR is prepared to adapt to changing conditions and will remain resilient to continue serving our communities.

ANR Safety Standards

The sections below provide a summary of UC ANR's revised safety standards, effective May 2022.

ANR Revised Safety Standards

1. **Symptom/Exposure Monitoring & Contact Tracing**
Employees, volunteers and program participants must continue to monitor themselves for symptoms of COVID-19 and stay home when they are ill. Persons who are diagnosed or exposed to COVID-19 must isolate or quarantine, per health guidance.
2. **Safer Facilities**
Review workplaces for potential COVID-19 hazards or exposures. Frequently clean and disinfect workspaces and equipment in compliance with health guidelines. Wash hands often and use hand sanitizer. Assess and improve building ventilation/filtration.
3. **Revised Mask / PPE Protocols**
In general, masks are not required at UC ANR workplaces or programs. Mask requirements may vary, based on local health orders or facility requirements. UC ANR personnel and volunteers must follow local mask guidance when participating in UC ANR programs or activities.
4. **Plans, Communications & Training**
Each UC ANR worksite will have a COVID-19 Prevention Plan. Employees are encouraged to report COVID-19 hazards. All employees will complete an online training.

Symptom/Exposure Monitoring & Tracing

- Employees who are working in person (at the office, field sites, or in the community) must continue to monitor themselves for symptoms. Employees shall use the COVID-19 Screening Report survey (<http://ucanr.edu/covidscreening>) to report symptoms, exposures or test results.
- Employees, volunteers, or program participants who have COVID-19 symptoms must not come to work or engage in in-person UC ANR-sponsored activities until their symptoms have improved or they test negative. See the [return to work protocol](#).
- If you are a close contact with someone who has been diagnosed with COVID-19, monitor your symptoms, wear a mask around others, and

quarantine at home if recommended. Close contact is within 6 feet for 15 minutes or more. See UC ANR's [quarantine, isolation and return to work protocol](#).

- Post signs for visitors and communicate with volunteers to remind them not to come to UC ANR facilities or participate in events if they have symptoms, or are ill.
- Employees or volunteers exhibiting obvious symptoms of illness may be sent home.
- Supervisors must refer symptomatic employees to their primary care physician and/or [local testing resources](#).
- Directors and employees must follow UC ANR's established [reporting protocol for suspected or confirmed COVID-19 cases](#). Reports can also be made via the [COVID-19 Screening Report](#) survey.
- An ANR employee who receives a positive COVID-19 diagnosis or has been exposed to another who has tested positive for the virus should report it to [Thang Martin](#), UC ANR's disability and leave coordinator. If a supervisor receives the employee report, they should forward the information to the same address.
- [Track daily employee attendance](#) and log all volunteers and visitors to your location, so that if there is a COVID-19 case, appropriate quarantine and notifications may be made to potentially exposed persons.
- Employees working onsite or engaged in offsite programming (other than telecommute) should be mindful of their daily contacts with other persons, in case that information is needed for contact tracing. An optional [Close Contact Log](#) can be used to track close contacts (within six feet or 15 minutes or more) during the workday.
- Cooperate and assist with contact tracing personnel (from the local public health department) for any positive cases or exposures associated with UC ANR employees, volunteers, or program participants.

Safer Facilities

- Building ventilation systems must be evaluated and/or modified to improve ventilation or filtration, if possible. This may include improving natural ventilation, increasing the amount of fresh air, increasing filtration, verifying system operations, or use of portable air cleaners (HEPA Air Filters).
- See the [UCANR COVID-19 Ventilation Guidelines](#)
- Post signs at each entrance of the facility to inform all visitors that they must avoid entering the facility if they have a cough, fever, or other symptoms of COVID-19.
- Ensure custodial cleaning of all workspaces, labs, etc. daily and additional cleaning/disinfection for high-touch surfaces and materials (See [CDC cleaning procedures](#)).

- In some cases, employees will be responsible for disinfecting their own work-surfaces and equipment. Ensure disinfectant and related supplies are available to all employees for self-cleaning.
- Ensure that soap and hot water are available to all employees for handwashing at the following location(s): bathrooms, kitchens, break rooms with sinks, lab spaces with sinks; etc.
- Make hand sanitizer widely available at offices, field work locations, and program sites.

Revised Mask / PPE Protocols

- UC ANR has developed a [Mask Protocol](#) to comply with public health orders and Cal/OSHA workplace safety standards for COVID-19.
- Currently, masks are not required in most UC ANR locations or situations, regardless of vaccination status. However, please be aware of regional conditions or facility rules that may result in the requirement to wear a mask.
- Some individuals may be required to wear masks for a period of time, such as persons who have recently recovered from a COVID-19 case. Persons who have been exposed to someone who has COVID-19, but are not required to quarantine, must wear a mask for a least 10 days after exposure. See [Quarantine, Isolation and Return to Work](#) guidance.
- If a location experiences more than three COVID-19 cases in a 14-day period, masks must be worn by all employees while indoors and outdoors when six feet of distance cannot be maintained. See the [Outbreak Protocol](#).
- There are some settings where public health orders require masks be worn by all persons, such as medical facilities or congregate living sites. See [CDPH mask guidance](#).
- UC ANR employees, volunteers, and program participants must follow local or facility mask requirements while participating in UC ANR programs or activities. This includes Master Gardener volunteers working in demonstration gardens or at Farmers Markets, and 4-H youth and adult volunteers who are attending 4-H meetings or representing 4-H at fairs, shows, or other events.
- When required, masks must be worn over the nose and mouth while working indoors or sharing a vehicle with other persons. Employees may remove their mask while working alone in a room or to eat, as long as 6' distance is maintained from other people.
- All employees, volunteers or program participants may choose to wear a mask at work or during UC ANR activities, even if it is not required.
- Employees may bring their own masks for comfort and choice, but each location must have a supply of masks to provide to employees or visitors that have forgotten them or on request.
- UC ANR will make N95 respirators available for voluntary use by employees.

- Employees who voluntarily use N95 respirators must complete the training and documentation requirements for [Voluntary Use Provisions](#).
- The use of N95 respirators by individuals who are not fully vaccinated is voluntary; conventional face coverings/masks, are effective at helping prevent people from getting and spreading COVID-19.
- Single-use gloves must be provided for use by employees performing specific tasks such as cleaning or handling frequently-touched materials.

Travel Guidance

- UC guidance directs that all University travelers follow [CDC Travel Guidance](#) before, during and upon return from any foreign or domestic travel.
- CDC recommends that travelers should be up to date on their COVID-19 vaccines before traveling.
- Check your destination's COVID-19 situation before traveling. Local governments may have travel restrictions in place.
- Wearing a mask over your nose and mouth is recommended in indoor areas of public transportation (including airplanes) and indoors in transportation hubs (including airports).
- Do not travel if you have COVID-19 symptoms, tested positive for COVID-19, are waiting for results of a COVID-19 test, or had close contact with a person with COVID-19 and are recommended to quarantine.
- Review [UC ANR COVID-19 Travel](#) website for current information and links.
- Follow UC ANR [Vehicle Safety Protocols](#) when traveling locally in UC or County vehicles.

Plans, Communications & Training

- All employees returning to in-person activity must be provided with the UC ANR [Reopening Guidelines](#), as well as the site-specific [Location COVID-19 Prevention Plan \(CPP\)](#) and any location- or program-specific measures to protect employees.
- Each *Location CPP* must be reviewed monthly and updated as needed.
- Employees are encouraged to report concerns or possible COVID-19 hazards to their supervisor or location/unit Director, or may also report to [UC ANR Risk & Safety](#), without fear of reprisal.
- All employees must complete the [UC Online COVID-19 Prevention Training](#).
- This *COVID-19 Safety Standards Summary* note and the accompanying [COVID-19 Awareness](#) note can also be used to supplement training and education.
- Notify all onsite program participants and volunteers of the UC ANR Safety Standards.
- When safety plans are modified, notify employees, volunteers, or program participants of the changes that affect their activities.

This note is based on information from the [Centers for Disease Control and Prevention \(CDC\)](#) and the [CA Department of Public Health \(CDPH\)](#), as well as CDPH's [Blueprint for a Safer Economy, Beyond the Blueprint](#) and industry guidance. For additional information about UC ANR's COVID-19 Reopening Guidelines, see: <http://ucanr.edu/reopening>