

## UC's COVID-19 Vaccination Program Policy Implementation & Volunteers

### ***Does UC's COVID-19 Vaccination Program policy include volunteers?***

Yes. However, only those volunteers who work a scheduled shift at a UC ANR building (including UCCE offices, Research and Extension Centers (RECs), and other UC ANR facilities) fall under the vaccination policy. Scheduled shifts included in the vaccination policy requirements are hotline/helpline coverage and in-office work provided by volunteers working in the capacity of an unpaid coordinator. Volunteers working in outdoor settings or at partner facilities are not included in the policy requirements. In-office support tasks such as making copies, picking up displays, and attending meetings are not included in the policy requirements. Individuals completing these short, unscheduled in-office support tasks shall be considered visitors at UC ANR facilities.

### ***Are trainees included in UC's COVID-19 Vaccination Program policy?***

No. Policy requirements include participants in degree-granting academic programs. While the UC Master Gardener, UC Master Food Preserver, and California 4-H Youth Development Programs have rigorous academic expectations, we are not degree-granting academic programs. Trainees will be considered visitors at UC ANR facilities.

### ***How do we manage visitors to UC ANR facilities?***

Visitors include trainees attending classes and volunteers who drop in to make copies, pick up resources, or say hello. Visitors at all UC ANR locations must check-in and out at the front desk and follow all location safety and masking requirements. This may also include completing a symptom screening or verifying that they have no COVID-19 symptoms or recent exposures.

### ***Are policy exemptions allowed for unvaccinated volunteers who want to work in the office?***

Only vaccinated volunteers will be approved to work shifts at a UC ANR building. Unvaccinated volunteers are encouraged to contribute their time to at-home hotline/helpline shifts, outdoor volunteer work, and other volunteer activities that take place outside of a UC ANR building. If this represents undue hardship for your statewide program, UC ANR personnel may submit an exemption review to [Dave Ritz](#). Information must be provided with the request detailing the exceptional nature of these circumstances.

### ***Who will be responsible for the collection of confidential vaccine status information?***

UC ANR is exploring a partnership with a third-party company to collect and manage all data relevant to the vaccination policy. Additional information is forthcoming. In this scenario, coordinators would identify volunteers who are likely to work in a UC ANR building in their capacity as a volunteer. The third-party company will solicit the required information from these volunteers. Coordinators will receive a notice of compliant/non-compliant volunteers. Only compliant volunteers will be permitted to work shifts at UC ANR facilities. Template language will be provided by each statewide program to notify non-compliant volunteers who are not approved to work inside the office and encourage them to continue contributing meaningfully outside the office. Note: additional volunteers can be added for screening by the third-party company at any time.

### ***Who is responsible if non-compliant volunteers contest the policy?***

All statewide programs are required to uphold the policies of the University of California. Refusal to do so would violate the [UC ANR Adult Volunteer Code of Conduct](#) and be subject to the [conflict resolution process](#). County Directors have ultimate authority for the approval and removal of volunteers.

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### ***Why is UC ANR not requiring all volunteers to be vaccinated?***

The health and safety of UC ANR volunteers and personnel has and always will be our number one priority. Risk and safety services, human resources, statewide programs, and senior leadership are doing our best to implement new UC policies and safety procedures within the constraints of staffing and within the authority and scope of the policy. By applying the UC COVID-19 Vaccination Program policy, COVID-19 mask protocol, local COVID-19 prevention plans, *and* any local public health orders, we are best able to foster a safe environment for the 22,000 volunteers and employees at UC ANR.

### ***What is the timeline as it pertains to this policy and volunteers?***

As shared above, UC ANR is exploring a partnership with a third-party company to collect and manage all data relevant to the vaccination policy. Once that partnership agreement is in place, a clear timeline and process will be communicated.

***For more information, please look for additional guidance for your volunteer program or talk to your volunteer program coordinator.***