

COVID-19 Prevention Program

#BearsCare
coronavirus.berkeley.edu



Wear
your
mask



Wash
hands
often



Practice
social
distancing



Get
tested
regularly



Add CA COVID
NOTIFY to
your phone

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

This COVID-19 Prevention Program (CPP) is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace. It has been prepared in compliance with AB685 and the Cal/OSHA Emergency Temporary Regulation for COVID-19 Prevention Requirements (8 CCR 3205).

Last Revised: January 06, 2021

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Authority and Responsibility

The Office of Environment, Health & Safety (EH&S) 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 utilizing the [UC Berkeley Guide for Returning to the Workplace](#) as an instruction document. All employees must review this guide.
- Develop Health & Safety Narratives for all campus buildings with assistance from Asset Managers and building managers/coordinators.
- 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 [City of Berkeley 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 in the workplace 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 developing their own department-specific COVID-19 prevention plan. Additionally:

- All employees shall review two mandatory COVID-19 trainings: [EHS 207 UC Berkeley Guidelines on Protecting Workers from COVID-19](#), and also the [Office of People & Culture COVID-19 Health and Safety Guide for Returning to the Workplace](#).

Employee Screening

We screen our employees by requiring every employee to complete the online [Daily Symptom Screener](#) before coming to the campus. Employees shall present their certificate of clearance to any campus authority upon request.

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures may be documented on the [Appendix B: COVID-19 Inspections](#) form, and corrected in a timely manner based on the severity of the hazards.

UC Berkeley has instituted the controls identified in **Appendix B** across the campus. EH&S, in conjunction with Principal Investigators and Department managers, will conduct hazard assessments in the workplace, and correct hazards in a timely manner when it learns of deficiencies through spot checks, complaints, referrals, or reports of positive COVID-19 case reports.

Control of COVID-19 Hazards

We have instituted COVID-19 hazard controls as presented in the two mandatory COVID-19 trainings mentioned previously: [EHS 207 UC Berkeley Guidelines on Protecting Workers from COVID-19](#), and also the [Office of People & Culture COVID-19 Health and Safety Guide for Returning to the Workplace](#)

Those controls include the following:

Physical Distancing

Where possible, we ensure at least six feet of physical distancing at all times in our workplace by:

- Eliminating the need for workers to be in the workplace – e.g., *telework or other remote work arrangements*.
- Reducing the number of persons in an area at one time, including visitors.
- Visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel.
- Staggered arrival, departure, work, and break times.
- Adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees.

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

Face Coverings

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than six feet away from another person, including non-employees, and where required by orders from the [California Department of Public Health \(CDPH\)](#) or local health department. Additionally:

- EH&S provides two cloth face coverings to each employee. Face coverings are distributed at the Hazardous Materials Facility on Frank Schlessinger Way next to the Co-Gen Plant. Additional face coverings are available upon request to EH&S via email to PPE@berkeley.edu or by calling EH&S at **510-642-3073**.

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

- Employees are responsible for the care and cleaning of their face coverings, and may wear other face coverings not provided by UC Berkeley if the face coverings comply with the [City of Berkeley Health Order](#) and campus requirements identified in the two trainings provided to every employee.
- Employees and non-employees observed to not be wearing a face covering appropriately will be asked to don one unless they have an exemption as described below. If they do not have access to a face covering, the University will supply one to the employee or non-employee.

The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a private office.
- While eating and drinking at the workplace, provided employees are at least six feet apart and the outdoor supply air to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.
- Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least six feet apart with adequate ventilation.

Engineering Controls

We implement the following measures for situations where we cannot maintain at least six feet between individuals:

- Physical barrier installations (partitions) where feasible
- Consultation with EH&S to determine if N95 respirators are appropriate for the type of work when other measures such as elimination, substitution, or administrative controls do not remove the hazard. Use of N95s in these cases is deemed mandatory use; personnel shall be medically cleared to wear an N95 and shall be fit tested by EH&S to ensure proper fit, use, and care for the mask.

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

- Setting outdoor air handlers to 100% outdoor air where feasible, with reduced, or no recirculation of air.
- Installing MERV13 filters in building air handlers where feasible.
- Advising employees to open exterior windows for better ventilation where feasible.

During wildfire smoke impacts, mechanical ventilation systems will remain at 100% outdoor air settings; building occupants will be offered N95 respirators for voluntary use when the Air Quality Index reaches or exceeds 150 for a sustained period. Respirators are distributed at the Hazardous Materials Facility when the Air Quality Index (AQI) reaches 150 for a sustained period.

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

Cleaning and Disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces:

- Cleaning and disinfecting procedures are outlined in the [Office of People & Culture Guide to Returning to the Workplace](#).
- Facilities Services is responsible for daily disinfection of common-touch surfaces in public areas of campus buildings. Departments are responsible for disinfection in areas they maintain. All individuals are required to disinfect their personal workspace surfaces.
- Departments are provided disinfection supplies by Facilities Services, and through department purchase.
- Frequency of disinfection shall be at least daily, except that personal equipment shall be disinfected before and after use.
- Disinfection solutions shall be found on the [EPA List N - Disinfectants for Coronavirus](#).
- Should we have a COVID-19 case in our workplace, we will implement the following procedures:
- Potentially contaminated surfaces will be disinfected by employees in the course of their work as instructed in the campus trainings, [EHS 207](#), and the [People & Culture Guide to Returning to the Workplace](#).
- Facilities Services provides disinfection and cleaning supplies to departments for their own use.
- Facilities Services Custodial Services provides assistance with disinfection of public areas and restrooms.
- EH&S can assist with disinfection of areas that exceed the capacity of the department. Call EH&S at **510-642-3073**, or email ehs@berkeley.edu.
- In the event that extensive disinfection is required that exceeds the capabilities of EH&S, an outside contractor will be deployed as selected by EH&S.

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 employees. Campus Facilities Services provides approved disinfectant solution and supplies for department and employee use.

Sharing of vehicles will be minimized to the extent feasible, and high-touch points (for example, steering wheel, door handles, seat belt buckles, armrests, shifter, etc.) will be disinfected between users.

Hand Sanitizing

In order to implement effective hand sanitizing procedures, we:

- Encourage and allow time for employee handwashing.
- Provide employees with an effective hand sanitizer, and prohibit the use of hand sanitizers that contain methanol (i.e. methyl alcohol).

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

- Encourage employees to wash their hands for at least 20 seconds each time.
- Hand sanitizing stations are provided at campus building entrances, and to departments through Facilities Services distribution. Hand sanitizer solutions meet minimum requirements for effectiveness.
- Hand washing facilities are available in all campus restrooms.
- Additional details on personal hygiene are available in the [Office of People & Culture Return to the Workplace Guide](#).

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.

We provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

Investigating and Responding to COVID-19 Cases

This will be accomplished by using the [Appendix C: Investigating and Responding to COVID-19 Cases](#).

Employees who had potential COVID-19 exposure in our workplace receive the following:

- Information on benefits described in Training and Instruction, and Exclusion of COVID-19 Cases, described below. Information on leave, pay, and work arrangements is available on the [Office of People & Culture website](#).
- Free testing at no cost during their work hours through University Health Services.

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:

- That employees can report symptoms and hazards without fear of reprisal.
 - Employees shall report COVID-19 symptoms and possible hazards to their supervisor. The employee is advised through COVID-19 training, and by their supervisor, to stay home and self-quarantine for 14 days and symptoms resolve.
 - Employees report symptoms or positive test results to the Occupational Health Clinic at **510-332-7192**.
 - Workplace hazards associated with COVID-19 can be reported to the Office of Environment, Health & Safety at **510-642-3073** or by email at **ehs@berkeley.edu**.

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

- 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. This may include testing by UHS, healthcare plan providers, or local testing centers.
 - Voluntary testing for COVID-19 is available through University Health Services (UHS). See the [UHS COVID-19 Testing web page](#) for additional information.
- 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.
 - COVID-19 hazard information is provided in the mandatory employee trainings [EHS 207](#) and the [Office of People & Culture Return to the Workplace Guide](#).

Additional COVID-19 resources are available at the following websites:

- coronavirus.berkeley.edu
- ehs.berkeley.edu/covid-19
- uhs.berkeley.edu

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.

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

- 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.

COVID-19 training rosters are maintained by EH&S for the [EHS 207 course](#), and by the [Office of People and Culture for the Return to Work Guide](#).

Exclusion of COVID-19 Cases

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- 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 14 days after the last known COVID-19 exposure to a COVID-19 case.
- 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.
 - Information on employee benefits is available through the [Office of People & Culture website](#).
- 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 (**City of Berkeley**) 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](#) 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.

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

- EH&S and UHS/OccHealth will maintain a record of all case reports.
- The campus will notify all employees, unions and contractors, of positive COVID-19 case reports at UC Berkeley facilities via email that links to a dashboard listing the workplace locations and date of knowledge when a positive test is known. Positive COVID-19 case reports will be communicated within 1 business day.

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.
 - At least 10 days have passed since COVID-19 symptoms first appeared.
- COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
- A negative COVID-19 test will not be required for an employee to return to work.
- 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, or 14 days from the time the order to quarantine was effective.

This COVID-19 Prevention Program is formally approved by the EH&S Director, Pat Goff, on the date signed below:



01/06/2021

Patrick Goff, Executive Director- EH&S

Date

This plan will be reviewed and updated periodically to ensure it reflects the most accurate interpretation of regulations and official guidance.

Plan updates and approvals are listed below:

Date: _____, by _____

Date: _____, by _____

Date: _____, by _____

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

Appendix A: Identification of COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

As per campus reopening guidelines, under the direction of the Chancellor, buildings and operations have been evaluated by campus committees to determine feasibility of occupation, operation, and essential functions that support the University. This includes a review of COVID-19 precautionary measures identified by several authorities, including the CDC and the City of Berkeley Public Health Officer. Every effort has been made to provide a safe workplace for employees.

Continuous safety improvement is encouraged by all employees, departments, and units. To that end, this **Appendix A: Identification of COVID-19 Hazards** worksheet is included in this CPP for reference and use by any campus unit. EH&S is available to assist with hazard evaluations.

Person conducting the evaluation: **[enter name(s)]**

Date: **[enter date]**

Name(s) of employee and authorized employee representative that participated: **[enter name(s)]**

| Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards | Places and times | Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers | Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation |
|--|------------------|---|---|
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For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

Appendix B: COVID-19 Inspections

This form is intended to review COVID-19 protocols in campus worksites. Additional information available on the [Cal/OSHA COVID-19 Guidance page](#). EH&S conducts inspections of labs, shops, buildings and other worksites to determine compliance with the City of Berkeley Health Order, and follow guidance by the CDC and the State of California.

Date: **[enter date]** Name of person conducting the inspection: **[enter name(s)]**

Work location evaluated: **[enter information]**

| Exposure Controls | Status | Person Assigned to Correct | Date Corrected |
|--|--------|----------------------------|----------------|
| Engineering | | | |
| Barriers/partitions | | | |
| Ventilation (amount of fresh air and filtration maximized) | | | |
| Additional room air filtration | | | |
| [add any additional controls your workplace is using] | | | |
| [add any additional controls your workplace is using] | | | |
| Administrative | | | |
| 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 | | | |
| [add any additional controls your workplace is using] | | | |
| [add any additional controls your workplace is using] | | | |
| PPE (not shared, available and being worn) | | | |
| Face coverings (cleaned sufficiently often) | | | |
| Gloves | | | |
| Face shields/goggles | | | |
| Respiratory protection | | | |
| [add any additional controls your workplace is using] | | | |

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

Appendix C: Investigating and Responding to COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential, *with the exception that labor Unions will be provided the names of employees who test positive for COVID-19*. Employees may request to remain anonymous when they report their case to Occupational Health.

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.

When an employee tests positive for COVID-19, the following procedure is followed:

- Employee tests and finds a positive result
 - UHS is notified and the procedures regarding contact tracing are initiated;
 - Those known to have been in contact with the positive individual are contacted as part of the contact tracing protocols;
 - When the origin of contraction of the virus is known to be the place of employment, an Employer's First Report (EFR) is filed.
 - When the origin of contraction of the virus is unknown or suspected to be someplace other than work, no EFR is entered. The individual is advised of their right to file a claim should they later come to realize that they indeed were exposed to, or contracted, the virus at work or during the commission of work duties.

Those who are positive or suspect that they have been in contact with someone who is positive should be encouraged to contact UHS.

Those supervisors who are directly informed by an employee of any work related injury or illness, COVID-19 included, may enter an EFR. In the absence of the supervisor's submission, an EFR would likely be filed via Disability Management Services as a result of the sequence of events described above.

University Health Services (UHS), Occupational Health, and EH&S collect information on reports of positive COVID-19 cases. This includes the following information:

- Where the infected person worked or visited on campus during the infectious period
- The last date the person was at the workplace

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

- The infectious period as it relates to potential exposure of others in the workplace
- The date the person was tested for COVID-19, or became symptomatic
- The date the person's positive test result was obtained
- If the infection was acquired in the course of work, or contracted outside of work

UHS and Public Health contact tracing identifies and contacts potentially exposed persons and determines who might need testing or self-quarantine.

EH&S investigates incidents of workplace exposure through an interview with the appropriate manager or supervisor with workplace oversight responsibilities to determine what workplace conditions could have contributed to the exposure, and any corrective actions required. EH&S will notify Cal/OSHA in the event of a serious employee illness or fatality per established protocols.

The supervisor of an employee who tests positive for COVID-19, with the presumption of a workplace exposure, shall file an EFR with subsequent supervisor investigation into initial causes, contributing factors, and preventative actions. This is the same process currently followed for other occupational injuries and illnesses. If an employee becomes infected outside of work, an EFR is not filed, but the campus still has an obligation to report a positive case in the workplace. EH&S investigates reports of positive COVID-19 cases in the workplace, regardless of how the infection occurred.

Appendix D: COVID-19 Training Rosters

Training rosters are maintained by EH&S for employees who have completed EHS207. The Office of People & Culture maintains training rosters for employees who have reviewed the Return to Work Guide. Training records are available upon request from each office.

Multiple COVID-19 Infections and COVID-19 Outbreaks

In the event that 3 or more positive COVID-19 cases are identified in the same worksite within a 14-day period, the following actions will be taken.

This section of CPP will stay in effect until there are no new COVID-19 cases detected in a 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.

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

- 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 & whether employees are discouraged from remaining home when sick.
 - Our COVID-19 testing policies.
 - Insufficient outdoor air.
 - Insufficient air filtration.
 - Lack of physical distancing.
 - Lack of proper face coverings use
 - Insufficient workplace disinfection
- 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 (may include occupation density reductions)

For additional information, visit ehs.berkeley.edu/covid-19 or contact EH&S at (510) 642-3073 or ehs@berkeley.edu.

- Use of respiratory protection.
- Other applicable controls as deemed necessary.

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 City of Berkeley health department for guidance on preventing the further spread of COVID-19 within the workplace.

We will provide to the City of Berkeley 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.

Major COVID-19 Outbreaks

In the event there are 20 or more COVID-19 cases in the same workplace within a 30-day period, the following actions will be taken.

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 City of Berkeley 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

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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**.

COVID-19 Prevention in Employer-Provided Housing

This section addresses workers in employer-provided housing. Reference section 3205.3 for details. Employer-provided housing is any place or area of land, any portion of any housing accommodation, or property upon which a housing accommodation is located, consisting of: living quarters, dwelling, boardinghouse, tent, bunkhouse, maintenance-of-way car, mobile home, manufactured home, recreational vehicle, travel trailer, or other housing accommodations. Employer-provided housing includes a “labor camp” as that term is used in title 8 of the California Code of Regulations or other regulations or codes. The employer-provided housing may be maintained in one or more buildings or one or more sites, including hotels and motels, and the premises upon which they are situated, or the area set aside and provided for parking of mobile homes or camping. Employer-provided housing is housing that is arranged for or provided by an employer, other person, or entity to workers, and in some cases to workers and persons in their households, in connection with the worker’s employment, whether or not rent or fees are paid or collected.

- This section does not apply to housing provided for the purpose of emergency response, including firefighting, rescue, and evacuation, and support activities directly aiding response such as utilities, communications, and medical operations, if:
 - The employer is a government entity; or
 - The housing is provided temporarily by a private employer and is necessary to conduct the emergency response operations.
- The requirements below for Physical distancing and controls, Face coverings, Cleaning and disinfecting, Screening, and Isolation of COVID-19 cases and persons with COVID-19 exposure do not apply to occupants, such as family members, who maintained a household together prior to residing in employer-provided housing, but only when no other persons outside the household are present.

Assignment of housing units

Housing assignments for on-campus residents and staff are typically single-occupancy during the pandemic.

We will ensure that shared housing unit assignments are prioritized in the following order:

- Residents who usually maintain a household together outside of work, such as family members, will be housed in the same housing unit without other persons.

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- Residents who work in the same crew or work together at the same worksite will be housed in the same housing unit without other persons.
- Employees who do not usually maintain a common household, work crew, or worksite will be housed in the same housing unit only when no other housing alternatives are possible.
- The University makes every effort to provide single-occupant housing accommodations where feasible.

Physical distancing and controls

We will ensure:

- The premises are of sufficient size and layout to permit at least six feet of physical distancing between residents in housing units, common areas, and other areas of the premises.
- Beds are spaced at least six feet apart in all directions and positioned to maximize the distance between sleepers' heads. For beds positioned next to each other, i.e., side by side, the beds will be arranged so that the head of one bed is next to the foot of the next bed. For beds positioned across from each other, i.e., end to end, the beds will be arranged so that the foot of one bed is closest to the foot of the next bed. Bunk beds will not be used.
- Maximization of the quantity and supply of outdoor air and increased filtration efficiency to the highest level compatible with the existing ventilation system in housing units.

Face coverings

We will provide face coverings to all residents and provide information to residents on when they should be used in accordance with state or local health officer orders or guidance.

Cleaning and disinfection

We will ensure that:

- Housing units, kitchens, bathrooms, and common areas are effectively cleaned and disinfected at least once a day to prevent the spread of COVID-19. Cleaning and disinfecting shall be done in a manner that protects the privacy of residents.
- Unwashed dishes, drinking glasses, cups, eating utensils, and similar items are not shared.

Screening

We will encourage residents to report COVID-19 symptoms or positive test results to University Health Services. Students living in campus-provided housing are required to participate in recurring COVID-19 testing.

COVID-19 testing

We will establish, implement, and maintain effective policies and procedures for COVID-19 testing of occupants who had a COVID-19 exposure, who have COVID-19 symptoms, or as recommended by the local health department.

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Isolation of COVID-19 cases and persons with COVID-19 exposure

We will:

- Effectively isolate COVID-19 exposed residents from all other occupants. Effective isolation will include providing COVID-19 exposed residents with a private bathroom, sleeping area, and cooking and eating facility.
- Effectively isolate COVID-19 cases from all occupants who are not COVID-19 cases. Effective isolation will include housing COVID-19 cases only with other COVID-19 cases, and providing COVID-19 case occupants with a sleeping area, bathroom, and cooking and eating facility that is not shared by non-COVID-19-case occupants.
- Keep confidential any personal identifying information regarding COVID-19 cases and persons with COVID-19 symptoms, in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.
- End isolation in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria**, and any applicable local or state health officer orders.

UC Berkeley Field Stations

UC Berkeley Field Stations maintain their own COVID-19 Site-Specific Plans (SPP). Onsite staff live (with families in some cases) in their own homes. Field station housing assignments are single rooms, or single tents for visitors and researchers. Any group housing will follow the instructions in this CPP, including controls, including maintaining a living space for isolation with a private bathroom.

COVID-19 Prevention in Employer-Provided Transportation to and from Work

UC Berkeley does not provide employee transportation to and from work. However, we do provide a campus shuttle service that employees may use to travel various campus locations, operated by BEAR Transit. BEAR Transit follows the instructions in this CPP, including the following:

Physical distancing and face coverings

We will ensure that the:

- Physical distancing and face covering requirements of our CPP Physical Distancing and Face Coverings are followed for employees waiting for transportation.
- Vehicle operators and any passengers are separated by at least three feet in all directions during the operation of the vehicle, regardless of the vehicle's normal capacity. Vehicle operators and any passengers are provided and wear a face covering in the vehicle as required by our CPP Face Coverings.

Screening

We will develop, implement, and maintain effective procedures for screening and excluding drivers and riders with COVID-19 symptoms prior to boarding shared transportation. Employees are required to complete the Daily Symptom Screener and may be asked to present their clearance certificate upon request of the vehicle operator before boarding the shuttle.

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Cleaning and disinfection

We will ensure that:

- All high-contact surfaces (door handles, seatbelt buckles, armrests, etc.) used by passengers are cleaned and disinfected before each trip.
- All high-contact surfaces used by drivers, such as the steering wheel, armrests, seatbelt buckles, door handles and shifter, are cleaned and disinfected between different drivers.
- We provide sanitizing materials, training on how to use them properly, and ensure they are kept in adequate supply.

Ventilation

We will ensure that vehicle windows are kept open, and the ventilation system set to maximize outdoor air and not set to recirculate air. Windows do not have to be kept open if one or more of the following conditions exist:

- The vehicle has functioning air conditioning in use and the outside temperature is greater than 90 degrees Fahrenheit.
- The vehicle has functioning heating in use and the outside temperature is less than 60 degrees Fahrenheit.
- Protection is needed from weather conditions, such as rain or snow.
- The vehicle has a cabin air filter in use and the U.S. EPA Air Quality Index for any pollutant is greater than 100.

Hand hygiene

We will provide hand sanitizer in each vehicle and ensure that all drivers and riders sanitize their hands before entering and exiting the vehicle. Hand sanitizers with methyl alcohol are prohibited.