

For updated requirements on face covers and testing, visit [coronavirus.berkeley.edu](https://coronavirus.berkeley.edu)

<b>Department/Group/Project:</b>			
	<b>Name</b>	<b>Phone:</b>	<b>Email:</b>
<b>Field Team Leader Name:</b>			
<b>Alternate Contact Name:</b>			
<b>PI/Supervisor Name:</b>			
<b>Worksite Location:</b>			
<b>Project Dates:</b>			

### Institutional Review & Approvals:

- PI/Departmental Approval
- Register travel > 100 miles with UC Travel Insurance Program via UC Away: <https://ehs.ucop.edu/away/#/>
- For international travel, follow [CDC guidance](https://globalengagement.berkeley.edu/faculty-staff/international-travel-resources) and the two-step approval process at <https://globalengagement.berkeley.edu/faculty-staff/international-travel-resources>
- Project-specific approvals (reserve manager, partner agency, dive control board, site access, etc.)

### Required Training/Safety Brief:

Along with discussing work goals and plans, review safe work practices identified in this checklist with all participants.

- EHS 207: UC Berkeley Guidelines on Protecting Workers from COVID-19** is accessible via the [UC Learning Center](#) (calnet-login required, takes ~15 minutes to complete).
- Surveillance COVID testing is available on campus; **vaccination is required**. Learn more via [UHS](#).
- Review signs/symptoms of COVID-19, communication options in the field, check in procedures, and emergency procedures.
- Individuals should have dedicated PPE, provisions, and supplies, if feasible, to minimize sharing.
- Individuals have the right to refuse participation without fear of penalty if they feel conditions are unsafe.
- Each person should be asymptomatic for at least two weeks prior to fieldwork and will not participate should they feel ill or have reasonable cause to believe they have been exposed to COVID-19.
- Maintain reliable communication to receive updates or get assistance; maintain a frequent check-in schedule.
- Remain aware of local public health requirements and campus policies regarding COVID-19.
- Review responsible conduct in the field, community.
- Maintain flexibility to alter plans at any time, self-isolate, or return home.
- Follow campus reporting protocol, if you, a colleague, or an immediate family member tests positive.

### Continuity Planning:

- Utilize video meetings for training, planning, and discussion.
- Cross-train multiple people on critical tasks; document protocols in detail.
- Discuss how to prioritize the most time-critical tasks, if team members are unable to work.

For additional information, visit [ehs.berkeley.edu/covid-19](https://ehs.berkeley.edu/covid-19) or [coronavirus.berkeley.edu](https://coronavirus.berkeley.edu)

- Consider dividing into smaller field teams that will work separately from other teams for the season.

## Transportation to Worksite:

- Face covers are required on public transportation.
- Through January 2022, face covers must be worn by unvaccinated persons in shared vehicles (required by [Cal/OSHA Emergency Standard §3205.4](#)); with windows open as feasible.
- Other precautions:

## Provisions & Housing:

- For overnight trips, ensure extra lodging is available, *i.e., single rooms, single tents.*
- Maintain a cleaning/disinfection protocol for any shared bathrooms, kitchen facilities, or shared equipment.
- Physical distancing of 6 feet is required when unvaccinated persons eat or drink indoors.
- Other precautions:

## General Safe Practices:

- Keep from touching face (specifically eyes, mouth and nose); follow CDC guidance to [Prevent Getting Sick.](#)
- Wear a face cover indoors if unvaccinated, or when working with youth (not yet eligible for vaccination),
- Wash hands with soap and water frequently for at least 20 seconds.
- Use hand sanitizer when soap and water are not available.
- Cover your mouth and nose with a tissue when you cough or sneeze, or use the inside of your elbow. Throw used tissues in the trash and immediately wash your hands.
- Clean and disinfect frequently touched surfaces.
- If cough or other symptoms develop, wear a face cover and return home.

## Supplies, Cleaning, & Disinfection:

Shared surfaces, equipment and gear should be cleaned and disinfected regularly. Any disinfecting product used should be on the [EPA List-N](#), e.g. Clorox disinfecting wipes, Lysol multi-surface cleaner, Envirocleanse-A, Peroxide Multi Surface Cleaner & Disinfectant.

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|---|--|
| <input type="checkbox"/> Hand soap                      | <input type="checkbox"/> Tissues                                   |
| <input type="checkbox"/> Hand sanitizer (> 60% alcohol) | <input type="checkbox"/> Extra face covers                         |
| <input type="checkbox"/> Single-use paper towels        | <input type="checkbox"/> Carry a thermometer in your first aid kit |
| <input type="checkbox"/> Disposable nitrile gloves      | <input type="checkbox"/> Personal water bottles                    |
| <input type="checkbox"/> Disinfectant:                  | <input type="checkbox"/> Other:                                    |

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## Emergency Procedures:

List participants or attach roster; all individuals must be able to provide clear and precise directions to the worksite.

- Cell phone service available**  **If no cell service**, describe communication plan and check-in procedures; or attach project [field safety plan](#) and map to nearest hospital.

## Notes:

## Wrap Up:

- Clean & disinfect shared equipment, touched surfaces.
- Bag up used supplies; return to field office or campus for disposal, if possible.
- Debrief with all participants.

## Reference: Signs and Symptoms of COVID-19 (per [CDC Feb 22, 2021](https://www.cdc.gov/media/releases/2021/s0222-covid-19-symptoms.html))

Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms or combinations of symptoms may have COVID-19 and should stay home, monitor symptoms, and call their medical provider:

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|---|---|
| <ul style="list-style-type: none"> <li>● Fever or chills</li> <li>● Cough</li> <li>● Shortness of breath or difficult breathing</li> <li>● Fatigue</li> <li>● Muscle or body aches</li> </ul> | <ul style="list-style-type: none"> <li>● Headache</li> <li>● New loss of taste or smell</li> <li>● Sore throat</li> <li>● Congestion or runny nose</li> <li>● Nausea or vomiting</li> <li>● Diarrhea</li> </ul> |
|---|---|

### Seek emergency medical care immediately:

- Trouble breathing
- Persistent pain or pressure in the chest
- Confusion
- Inability to wake or stay awake
- Bluish lips or face

## Campus Resources

**Emergency Medical Response:** 911

**Campus Police Emergency Number:** 1-510-642-3333

**UC Berkeley COVID-19 Updates:** [coronavirus.berkeley.edu](https://coronavirus.berkeley.edu)

**University Health Services Occupational Health Clinic:** [uhs.berkeley.edu](https://uhs.berkeley.edu) or 1-510-642-6891

**Office of Environment, Health & Safety (EH&S):** [ehs.berkeley.edu](https://ehs.berkeley.edu) or 1-510-642-3073

**UC Berkeley EH&S Field Safety Resources:** [ehs.berkeley.edu/field-safety](https://ehs.berkeley.edu/field-safety)

**UC Travel Insurance 24/7 Assistance:** 1-800-527-0218 or [assistance@uhcglobal.com](mailto:assistance@uhcglobal.com)