

Berkeley
UNIVERSITY OF CALIFORNIA

COVID-19
Prevention
Program

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coronavirus.berkeley.edu

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.

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Authority and Responsibility

The California Code of Regulations, Title 8, Section 3205 establishes COVID-19 as a workplace hazard that must be addressed in either the employer's Injury & Illness Prevention Plan (IIPP), or in a separate COVID-19 Prevention Plan (CPP). UC Berkeley has established this CPP to address the hazards of COVID-19 in the workplace.

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.

Control of COVID-19 Hazards

When determining measures to prevent COVID-19 transmission and to identify and correct COVID-19 hazards, UC Berkeley (further referenced as the employer) shall consider all persons to be potentially infectious, regardless of symptoms, vaccination status, or negative COVID-19 test results. The employer shall also review applicable orders and guidance related to COVID-19 from the State of California and the local health department with jurisdiction over the workplace and shall treat COVID-19 as an airborne infectious disease.

COVID-19 prevention controls include remote work, physical distancing, reducing the density of people indoors, moving indoor tasks outdoors, implementing separate shifts and/or break times, restricting access to the work area, and other prevention measures, in addition to the requirements of this section. University Health Services (UHS) maintains current [COVID-19 information](#) for the university.

Employees shall receive training regarding COVID-19 and are required to complete [EHS 207](#) in the [UC Berkeley Learning Management System \(LMS\)](#).

Reporting, Investigating and Responding to COVID-19 Cases

Employees shall be encouraged to report COVID-19 symptoms and to stay home when ill. The employer shall determine the day and time a COVID-19 case was last present and, to the extent possible, the date of the positive COVID-19 test(s) and/or diagnosis, and the date the COVID-19 case first had one or more COVID-19 symptoms, if any were experienced.

The employer shall investigate COVID-19 illnesses in the workplace and correct hazards. Managers and supervisors are responsible for such investigations and hazard correction, with assistance from EH&S as necessary. When an employee tests positive for COVID-19 due to an exposure in the workplace and reports it to their supervisor, the employee or their supervisor shall submit an incident report through the Risk & Safety Services Injury & Illness Reporting tool, as they do for other injuries or illnesses incurred on the job. Information on submitting the report can be found on the UHS [Disability Management website](#).

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Employers shall immediately exclude from the workplace all COVID-19 cases and employees excluded under Section 3205.1 (COVID-19 Outbreaks). The employer shall demonstrate it has met the applicable requirements below:

1. COVID-19 cases who do not develop COVID-19 symptoms shall not return to work during the infectious period*;
2. COVID-19 cases who develop COVID-19 symptoms shall not return to work during the shorter of the following: the infectious period; or through 10 days after the onset of symptoms and at least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medication.
3. Regardless of vaccination status, previous infection, or lack of COVID-19 symptoms, a COVID-19 case shall wear a face covering in the workplace until 10 days have passed since the date that COVID-19 symptoms began or, if the person did not have COVID-19 symptoms, from the date of their first positive COVID-19 test.

*The potential infectious period is 2 days before the date of symptoms began or the positive test date (if no symptoms) through Day 10 (Day 0 is the symptom onset date or positive test date).

Employers shall review current California Department of Public Health (CDPH) guidance for persons who had close contacts, including any guidance regarding quarantine or other measures to reduce transmission.

If an order to isolate, quarantine, or exclude an employee is issued by a local or state health official, the employee shall not return to work until the period of isolation or quarantine is completed or the order is lifted.

If it would result in no violations of local or state health official orders for isolation, quarantine, or exclusion, Cal/OSHA may, upon request, allow employees to return to work on the basis that the removal of that employee would create undue risk to a community's health and safety. In such cases, the employer shall develop, implement, and maintain effective control measures to prevent transmission in the workplace including providing isolation for the employee at the workplace and, if isolation is not feasible, the use of respirators in the workplace.

Upon excluding an employee from the workplace based on COVID-19 or a [close contact](#), the employer shall give the employee information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws. This includes any benefits available under legally mandated sick leave (if applicable), workers' compensation law, local governmental requirements, the employer's own leave policies, and leave guaranteed by contract. Information is available from [UC Berkeley People & Culture](#).

Testing of Close Contacts

The employer shall make COVID-19 tests available at no cost, during paid time, to all employees who had a close contact in the workplace who tested positive for COVID-19, with the exception of returned cases. The employer shall provide close contacts with the information on benefits from UC Berkeley People & Culture.

The Cal/OSHA Non-Emergency COVID-19 Prevention regulations define "Close Contact" as described below, unless otherwise defined by regulation or order of the California Department of Public Health (CDPH), in which case the CDPH definition shall apply:

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1. In indoor spaces that are 400,000 or fewer cubic feet per floor, a close contact is defined as sharing the same indoor airspace as a COVID-19 case for a cumulative total of 15 minutes or more over a 24-hour period during the COVID-19 case's infectious period, regardless of the use of face coverings. Note that spaces separated by floor-to-ceiling walls (e.g., offices, suites, break rooms, bathrooms) are considered distinct indoor airspaces.
2. In indoor spaces that are greater than 400,000 cubic feet per floor, a close contact is defined as being within six feet of the COVID-19 case for a cumulative total of 15 minutes or more over a 24-hour period during the COVID-19 case's infectious period, regardless of the use of face coverings.

Notification of COVID-19 Cases

The employer shall notify employees and independent contractors who had a close contact, as well as any independent contract employer with an employee who had a close contact. Notice shall be provided as soon as possible, and in no case longer than the time required to ensure that the exclusion requirements are met.

Notification of potential workplace exposure to COVID-19 is available at the [EH&S website](#).

Face Coverings

Employers shall provide face coverings and ensure they are worn by employees when required by a CDPH regulation or order. When a CDPH regulation or order requires face coverings indoors, that includes spaces within vehicles when multiple occupants are present. Face coverings shall be clean, undamaged, and worn over the nose and mouth.

When employees are required to wear face coverings under this section or during outbreaks, the following exceptions apply:

- When an employee is alone in a room or vehicle.
- While eating or drinking at the workplace, provided employees are at least six feet apart and, if indoors, the supply of outside or filtered air has been maximized to the extent feasible.
- While employees are wearing respirators required by the employer and used in compliance with the campus [Respiratory Protection Program](#).
- 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. Such employees shall wear an effective non-restrictive alternative, such as a face shield with a drape on the bottom, if the condition or disability permits it.
- During specific tasks which cannot feasibly be performed with a face covering. This exception is limited to the time period in which such tasks are actually being performed.

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If an employee is not wearing a face covering pursuant to the CPP, the employer shall assess COVID-19 hazards and take action as necessary.

No employer shall prevent any employee from wearing a face covering, including a respirator, when not required by this section. The exception is if doing so would create a safety hazard.

Respirators

Upon request, employers shall provide respirators for voluntary use, in compliance with the [Respiratory Protection Program](#), to all employees who are working indoors or in vehicles with more than one person. Whenever an employer makes respirators for voluntary use available, the employer shall encourage their use and shall ensure that employees are provided with a respirator of the correct size and that employees are trained in:

- How to properly wear the respirator provided.
- How to perform a user seal check according to the manufacturer's instructions each time a respirator is worn.
- The fact that facial hair interferes with the seal.

Ventilation

For indoor workplaces, employers shall review CDPH and Cal/OSHA guidance regarding ventilation, including "Interim Guidance for Ventilation, Filtration, and Air Quality in Indoor Environments." Employers shall develop, implement, and maintain effective methods to prevent transmission of COVID-19 including one or more of the following actions to improve ventilation:

- Maximize the supply of outside air to the extent feasible, except when the United States Environmental Protection Agency (EPA) Air Quality Index is greater than 100 for any pollutant or if opening windows or maximizing outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.
- In buildings and structures with mechanical ventilation, filter circulated air through filters at least as protective as Minimum Efficiency Reporting Value (MERV)-13, or the highest level of filtration efficiency compatible with the existing mechanical ventilation system.
- Use High Efficiency Particulate Air (HEPA) filtration units in accordance with manufacturers' recommendations in indoor areas occupied by employees for extended periods, where ventilation is inadequate to reduce the risk of COVID-19 transmission.

Employers subject to Cal/OSHA regulations addressing mechanical ventilation systems shall review and comply with those sections, as applicable.

In vehicles, employers shall maximize the supply of outside air to the extent feasible, except when doing so would cause a hazard to employees or expose them to inclement weather.

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A place of employment subject to minor outbreak requirements after February 3, 2023 shall continue to comply with face covering requirements of the CPP even after the outbreak has passed.

Aerosolizing Procedures

For employees in work settings that are exempt from the Aerosol Transmissible Diseases Standard, who are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids, employers shall evaluate the need for respiratory protection to prevent COVID-19 transmission under the [Respiratory Protection Program](#), and shall comply with that section.

Note: Examples of work covered by this section include, but are not limited to, certain dental procedures and outpatient medical specialties not covered by Section 5199.

Recording and Recordkeeping

The employer shall keep a record of and track all COVID-19 cases with the employee's name, contact information, occupation, location where the employee worked, the date of the last day at the workplace, and the date of the positive COVID-19 test and/or COVID-19 diagnosis. These records shall be retained for two years beyond the period in which the record is necessary to meet regulatory requirements.

Employers shall retain the notices of COVID-19 cases as required by regulation, in accordance with Labor Code Section 6409.6 or any successor law.

Personal identifying information of COVID-19 cases or persons with COVID-19 symptoms, and any employee medical records required, shall be kept confidential unless disclosure is required or permitted by law. Unredacted information on COVID-19 cases shall be provided to the local health department with jurisdiction over the workplace, CDPH, the Division, and National Institute for Occupational Safety and Health (NIOSH) immediately upon request, and when required by law.

Pursuant to the California Code of Regulations, Title 8, Section 332.3, Cal/OSHA may require an employer to take additional actions to protect employees against COVID-19 hazards through the issuance of an Order to Take Special Action.

System for Communicating

UC Berkeley's goal is to ensure effective two-way communication with employees, in a form they can readily understand, and that it includes the following information:

- Employees should report COVID-19 symptoms to their supervisor or to UHS, including possible close contacts in the two days before symptom onset.
- Employees should report COVID-19 hazards to their supervisor, or to EH&S via phone 510-642-3073 or email ehs@berkeley.edu.

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

- Employees can report symptoms, possible close contacts and hazards without fear of reprisal.
- Employees with medical or other conditions that put them at increased risk of severe COVID-19 illness can request accommodations via their supervisor.
- Employees have access to COVID-19 testing through UHS when testing is required by campus policy, or in the event of a COVID-19 outbreak.
- The COVID-19 hazards to which employees (including other employers and individuals in contact with our workplace) may be exposed, what is being done to control those hazards, and our COVID-19 policies and procedures. Employee confidentiality will be maintained as required.

COVID-19 information and updates are provided to employees via CalMessages email and through the [UHS COVID-19 website](#).

Return-to-Work Criteria

Information on Return-to-Work criteria for employees who have tested positive for COVID-19 can be found on the [UHS website](#).

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 is formally approved by the EH&S Director on the date signed below:



07/07/2021

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: 5/9/2022 , by 

Date: _____ , by _____

Date: _____ , by _____