



because every choice matters

COVID-19 Prevention Plan

For






Volunteers

And

Event Attendees

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Important Contact information and links:

Cal/OSHA has more safety and health guidance on their Cal/OSHA Guidance on Requirements to Protect Workers from Coronavirus webpage.

<https://www.dir.ca.gov/dosh/coronavirus/Health-Care-General-Industry.html> CDC has additional guidance for businesses and employers

https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-business-response.html

Overview:

DAO is ready to once again offer limited in person volunteer opportunities and events to encourage our community to safely get involved. As Sonoma County and the State of California start to reopen and allow outdoor activities, DAO will be following changing regulations and will be updating our policies and guidelines accordingly.



Topics for Participant Overview

– mandatory Overview:

As an introduction to all DAO activities. The following topics will be reviewed.

1. Information on Covid-19

Information is available through the CDC here:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

2. A Daily Act Participant Lead will review the Participant Responsibility prior to beginning the event.

3. Participant Responsibility

You are required to wear a cloth face covering over their nose and mouth at all times.

- You are required to wear gloves when touching communal materials.
- You are required to use provided hand sanitizer immediately following any sharing of tools or other materials, touching of the face, and touching of face coverings with bare hands.
- You are required to maintain 6 feet of distance between all other volunteers that are not a part of their immediate household.
- You are required to bring their own reusable water bottle, already filled.
- You should not come to a DAO event if you are experiencing any of the following symptoms or have experienced any of the symptoms or if you have been in contact with anyone experiencing these symptoms in the last 72 hours:

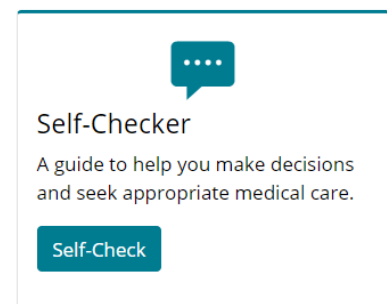
- | | |
|---|------------------------------|
| - Fever or chills | - New loss of taste or smell |
| - Cough | - Sore throat |
| - Shortness of breath or difficulty breathing | - Congestion or runny nose |
| - Fatigue | - Nausea or vomiting |
| - Muscle or body aches | - Diarrhea |
| - Headache | |

DAO may take your temperature using a non-contact thermometer.

4. Self Check

CDC provides a guide to help you make decisions and seek appropriate medical care. [Click here](#) to see the guide.

See Appendix Self Check Cheat Sheet below.

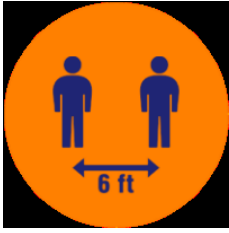


Overall Policy



Individual Control Methods and Screening

- If you are sick or exhibiting symptoms of COVID-19 to stay home. Each participant must take a self-screening, including taking your temperature prior to leaving your home prior to reporting to the office, or participating in any DAO offsite work. See training material above.
- DAO will provide participants with required protective equipment. The following items are available:
 - Nitrile Gloves for use when disinfecting
 - Cleaning supplies, including paper and micro-fiber towels, and disinfectant defined on EPA list N.
 - Hand Sanitizer, Hand soap
 - Emergency use disposable face masks
- Face coverings are required at all times. Face coverings must not be shared and should be washed daily or quarantined for 24 hours after use.
- DAO has emergency use Face coverings, should you forget yours.
- Please follow protocol noted in signage when at a DAO event.



Physical Distancing Guidelines

- The following measures will help ensure physical distancing of at least six feet between workers. This can include use of physical partitions or visual cues (e.g., floor markings or signs to indicate to where participants should stand).
- DAO discourages participants from congregating in high traffic areas such as bathrooms, conference room, DAO living room, hallways, and stairwells.
- DAO asks participant to stagger breaks to ensure physical distance guidelines are met and you take required breaks that are within compliance with wage and hour regulations, to maintain physical distancing protocols.
- Remember avoid handshakes, DAO hugs and similar greetings that break physical distance.
- Food – please avoid eating on the jobsite or at events when possible.
- Please confirm your personal space will be 6 foot distance from other participant scheduled at the same time.



Job Site Guidelines

Follow general guidelines. As you begin to go back to job sites, please bring your own tools, personal protection equipment, and supplies. All protocol remains in place.

- Individual Control Measures and Screening
- Cleaning and Disinfecting protocols
- Physical Distancing Guidelines

Pay attention to:

- DAO will set up a site hand-sanitizing and cleaning station.
- DAO limit crew size by staggering or increasing the number of work shifts.
- Maximum crew size including DAO staff 12
- DAO will insure there are adequate supplies to support cleaning and disinfection practices, including cleaning products and tools and chemical resistant gloves at job sites.

Participants as a last resort can use disposable gloves to limit hand contact with potentially contaminated surfaces. Participants must change gloves frequently and before touching your face, smoking, eating or using the restroom.

Disinfect all shared wheelbarrows, carts, tools throughout the workday as well as before and after use.

DAO participant considered part of the vulnerable populations are asked not to attend our events for your protection and safety

DAO will alter our operations as those guidelines change.

Appendix



Daily Self-Check Cheat Sheet

Step 1:

Are you experiencing any of the following severe symptoms? If so, contact your Primary Care Physician.

- Trouble breathing
- Persistent pain or pressure in chest
- New confusion or inability to stay awake
- Blue lips or face

In the last 24 hours have you been in contact with anyone with a known case of COVID-19 virus?

Are you experiencing any of the following symptoms?

- Fever (Temperature above 100)
- Cough
- Chills
- Sore throat
- Feeling achy
- Shortness of breath/difficulty breathing
- Nausea or vomiting
- Unusual or new headache in last 24 hours
- Diarrhea
- Loss of taste or smell
- Tingling or numbness

Step 2:

Did you answer **NO** to all of the above questions? Great! You are good to go 😊

Did you answer **YES** to any of the above questions? If so, please stay home and contact your Primary Care Physician and manager.

- If you have mild symptoms, we encourage you to get a FREE COVID-19 test here: lhi.care/covidtesting or call: 1888-6341123. See screening section above for needed information.

Step 3:

Ready to work? Please be sure you have your required protective equipment:

- Clean facemask, hand sanitizer, gloves (if at worksite or using truck)