



**COMMUNITY SERVICES DEPARTMENT
ENVIRONMENTAL SERVICES DIVISION**

**VOLUNTEER
COVID-19 SAFETY PLAN**

As of: October 20, 2020

Background

The following document provides the minimum standards that must be achieved to conduct a volunteer work day in accordance with physical distancing and sanitation protocol defined in the most current Alameda County Public Health Department (ACPHD) Order of the Health Officer. All City of Fremont volunteer work days must be able to comply with these guidelines to operate. These guidelines are subject to change based on changes in local, state and federal direction related to COVID-19.

Definitions

Alameda County Public Health Department (ACPHD): The county health department role is to protect the health and safety of the County residents. The backbone of Public Health includes assessments of the health status of residents, disease prevention and control, community mobilization and outreach, policy development, education, and assurance of access to quality medical and health care services.

Volunteer Habitat Restoration or Creek Cleanup Work Days: These are City organized events that provide an opportunity for service learning about how people's actions can benefit or harm the environment, wildlife, and ecological functions, through active participation in habitat restoration, including some set-up, clean-up, sanitization and disinfection time.

Volunteer Work Day Leader (Staff): This is a staff member or designated experienced volunteer with the required Coronavirus Safety training and knowledge of the event particulars, who will lead the volunteers during a volunteer habitat restoration or creek cleanup work day.

Volunteer Work Day Pod: A single work day group that is a max of 12 individuals at a given site in a given time period. The work day leader to volunteer ratio is 1:11.

Center for Disease Control (CDC): A U.S. federal government agency whose mission is to protect public health by preventing and controlling disease, injury, and disability. It keeps track of health trends, tries to find the cause of health problems and outbreaks of disease, and responds to new public health threats. The CDC works with state health departments and other organizations throughout the country and the world to help prevent and control disease.

Cleaning: Refers to the act of removing germs, dust, debris and dirt from a surface by scrubbing, washing and rinsing. Cleaning works by using soap and water to physically remove germs, dust, debris and dirt from surfaces. This process does not necessarily kill these germs, but by removing them, it lowers their numbers and the risk of spreading infection. This is best described to staff as using friction and a soap and water solution to remove dirt on surfaces, and finishing with a water rinse.

Disinfecting: Refers to using chemicals to kill germs on objects or surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection. This is best described to staff as use of an alcohol solution or EPA registered wipes, according to label instructions. Safety Data Sheets (SDS) must be provided to staff at work sites, and protective PPE must be worn in accordance with the labeling and SDS. The CDC recommends using isopropyl alcohol with at least 70% alcohol for killing viruses.

First Aid/Covid-19 Backpack: A backpack that includes first aid supplies, PPE, and hand sanitizer for staff and volunteers. Each Pod will be issued a backpack and the Volunteer Work Day Leader will be responsible to complete inventories and keep the backpack appropriately stocked. The backpack will accompany the Pod at field sites.

PPE (Personal Protective Equipment): Includes, but is not limited to: face shields, gloves, goggles, face covers, paper gowns, and masks.

Isolation Area: This will be a separate space where a volunteer or staff can be isolated should they fall ill suddenly. When a staff member is supervising a volunteer waiting for pick-up, the staff member and volunteer must wear appropriate PPE.

Safety Data Sheet: A Safety Data Sheet (formerly called Material Safety Data Sheet) is a detailed informational document prepared by the manufacturer or importer of a hazardous chemical. It describes the physical and chemical properties of the product as well as clean-up procedures, exposure concerns and first-aid protocols.

Sanitizing: Through the use of a chemical or extreme heat, sanitizing reduces microorganisms identified on the product's label on surfaces and in laundry. It does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

Strategies and Procedures

Site Requirements

Staff must assess facilities to ensure that proposed volunteer activities can be conducted with necessary physical distancing prescribed by the Alameda County Public Health Department protocols. The following requirements must be met for both indoor and outdoor activities.

- The check-in/check-out area will be sufficiently spaced and marked so that participants and parents/guardians can line up six feet apart. This will be done outdoors. Check-in/check-out will be in pre-designated spaces for the volunteers.
- Public Restrooms will be accessible during all volunteer hours but may require volunteers to leave the work site.
- Volunteers are encouraged to bring their own hand sanitizer, in addition, the work day leader will have sanitizer volunteers may use as needed.
- Handwashing or hand hygiene materials will be available during volunteer work day. Staff shall have hand sanitizer on location in the First Aid/COVID-19 backpack, as well as soap and water on site.
- An isolation area will be established to keep participants or staff that develop [symptoms \(Appendix A\)](#) during the work day away from others. Each work site will have primary and secondary isolation areas pre-designated.
- Signage will be posted at the check-in area, visible by staff and participants upon arrival.
- Volunteers from different households will maintain a 6-foot buffer space between themselves and volunteers of other households at all times.
- Volunteers from different households will be directed to select work areas that allow for 6-foot buffer zones between their own area and another household's work area.
- Volunteers will be asked to bring their own face coverings. If they forget, a disposable face mask will be provided.
- Volunteers are encouraged to bring their own work gloves, labeled with their names or initials. If they do not own work gloves, they may select from the supply of sanitized work gloves. After volunteers are finished using work gloves for the work day, they should be deposited into a bag marked "dirty gloves". Staff will launder dirty gloves after each use. Disposable gloves will also be available for volunteers and staff to wear for tasks requiring greater dexterity or during cleaning and disinfecting of tools and supplies, as needed. Time will be allocated near the end of the work day period for volunteers to clean and disinfect the tools or supplies they used, their footwear, and their hands.

Check-In / Check-Out Procedures

An area for check-in and check-out of volunteers will be identified to provide a check process that ensures that all participants and staff are able to practice physical distancing. Staff and participants will be asked to conduct a health screening prior to arriving on site, and a secondary screening will be conducted during check-in.

- Clearly visible signage will advise participants that they should: 1) avoid entering the work day site or check-in area if they have a cough or fever; 2) wear facial coverings; 3) maintain a minimum of six-foot distance from one another; 4) not engage in any unnecessary physical contact.
- Prior to arriving to the work day site, staff, participants and parents accompanying children will be required to perform a self-conducted health screening by taking their temperature and ensuring that they do not have a fever of 100.4°F or higher. They must

also ensure that they do not have symptoms that the CDC has indicated are [symptoms](#) of COVID-19.

- Upon arrival, the work day leader and any additional staff will receive a health screening which includes taking their temperature with a non-contact thermometer. Staff must not have a temperature of 100.4°F or higher and will be asked to confirm that they do not have any of the symptoms that the CDC has indicated are [symptoms](#) of COVID-19. Staff will not be recording temperatures per guidance by HR Director and concerns over HIPPA.
- The check-in area will be marked to indicate 6 feet of separation between each participant.
- Upon arrival, volunteers will receive a health screening, which includes taking their temperature with a non-contact thermometer. Participants must not have a temperature of 100.4°F or higher and must be asked to confirm that they do not have any of the symptoms that the CDC has indicated are [symptoms](#) of COVID-19.
- A non-contact thermometer will be available for health screening.
- Staff conducting the health screening will wear a facial covering during the screening.
- Staff will wear disposable approved gloves. The same gloves may be used to conduct all health-screening checks provided this task is uninterrupted as long as no other surfaces were touched for the duration of the health-screening process.
- If a participant has a temperature of 100.4°F or higher there will be an allowable grace period (up to ten minutes) during which the volunteer can wait (with their parent/guardian, if they are a minor) in a designated waiting area away from others checking in for camp, before taking a second temperature test. This guideline recognizes that temperatures can rise quickly if the volunteer was running to the facility excited, wearing a hat, or drinking a hot drink. If after the second test, they still test 100.4°F or higher, the volunteer will need to leave the area immediately for the remainder of the day. Staff must also disinfect all surfaces and areas that the dismissed volunteer may have touched. If the volunteer has a temperature of 100.4°F or higher, a new pair of gloves is required, and the non-contact thermometer should be disinfected and sanitized before additional participants are checked.
- When parent/guardians want to check-out their child, they will remain six feet distanced apart and notify the staff. Staff will then hand the parent/guardian the check-out sheet to sign the child out. Parents will be encouraged to bring their own pens. However, pens will be available and cleaned after each use.

Social Distance Strategies

Social distancing strategies will follow the ACPHD guidelines.

- Staff will receive training on this plan before working volunteer programs.
- Lost and found items will be stored individually in clear trash bags – sealed – and will be stored for ten days and then disposed of by the volunteer leader.
- Volunteers will spend a significant amount of time outdoors. They will be encouraged to bring their own sunscreen and staff will reminder volunteers to reapply sunscreen throughout the day.

Preventing the Spread of COVID-19

Staff will take the following preventative actions to mitigate the spread of respiratory illness:

- Staff and volunteers will wash hands upon arrival. Hands will be washed with soap and water for a minimum of 20 seconds or participants will be provided with alcohol-based hand sanitizer.
- Cleaning and disinfection of frequently touched surfaces including all tools to be used.
- Covering of coughs and sneezes. Staff will review procedures to minimize the risk of COVID-19 spread with volunteers during the safety information at the start of the work day.
- Communication to parents the importance of keeping children home when they are sick.
- Staff will be vigilant for symptoms and stay in touch with their supervisor if or when they start to feel sick.
- If staff or a volunteer come to the work day sick or become sick, they will be sent home immediately.

Plan if someone is ill or becomes sick

- Determine and dedicate an isolation area that can be used to isolate a sick volunteer.
- Follow CDC guidelines on how to disinfect the items used. ([Appendix B](#))
- If a sick volunteer has been isolated during the event, clean and disinfect surfaces in the isolation area after the sick volunteer has gone home.
- If COVID-19 is confirmed in a volunteer or staff member:
 - Close off area used by the person who is sick.
 - Clean and disinfect all areas used by the person who is sick, such as bathrooms, gloves, tools supplies, etc.

Cleaning and Disinfecting the Work Site & Equipment

Staff will intensify cleaning and disinfecting efforts:

- Staff will follow the attached Habitat Restoration/Creek Clean-up Work Day COVID-19 routine schedule for cleaning, sanitizing and disinfecting. ([Appendix C](#))
- The truck, tools, and supplies will routinely be cleaned, sanitized and disinfected following the CDC guidelines ([Appendix B](#)). Current disinfectants will be used with the addition of approved disinfection wipes. All materials will continue to be placed in a secured location outside of reach from children.

Sanitation of Tools/Equipment:

- Any tools used will have the dirt scraped or brushed off, then surfaces handled by volunteers will be cleaned with soap and water or wet wipes, then sprayed with at least 70% isopropyl alcohol, which will be allowed to evaporate.
- Supplies handled by volunteers without gloves on will be cleaned, as needed, then disinfected with at least 70% isopropyl alcohol.
- Used thorn gloves will be collected in a plastic bag labeled “dirty gloves” at the conclusion of the work day. Staff will launder them prior to them being restored to the “clean gloves” bags.

Lunch, Snack and Consumption Requirements

Work day leaders will provide water in individual bottles and in gallon bottles for volunteers to refill reusable bottles (monitored or assisted by work day leader or parents to ensure that the gallon jug does not touch the refillable bottle). If the work day leader provides snacks, these will be granola bars in individually sealed packages. Work day leaders will wear clean gloves to distribute food or drink items. Volunteers are welcome to bring their own snacks, if desired.

Volunteers will take care to be at least 6' distant from anyone of a different household when removing their masks to eat, drink, blow their noses, when breathing heavily during or after exertion or doing any other tasks necessitating temporary mask removal.

Healthy Hand Hygiene Behavior

All, staff, and volunteers will always engage in healthy hand hygiene and specifically:

- Hand hygiene consists of washing hands with soap and water for at least 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Before and after eating or handling food
- After using the toilet
- After encountering bodily fluid
- After handling garbage
- After touching eyes, nose, or mouth
- After touching high-touch areas
- Staff will supervise children, if they are not accompanied by an adult, when they use hand sanitizer
- At the conclusion of the work day

Staffing Requirements

Prior to conducting work day activities, the Volunteer Coordinator must confirm there is sufficient staff to ensure that the ACPHD are followed. They must also have a plan to ensure appropriate staff/participant ratio if staff is identified to have COVID-19 [symptoms](#) during the health screening or becomes symptomatic during the day.

- Upon arrival, the work day leader and any additional staff will have their temperature checked and complete an informal health screening of answering a set of questions such as “do you feel sick?” If the temperature check and informal health screening was passed, staff will then wash their hands or use hand sanitizer to start their shift.
- Staff must be available to lead a group of 11 or fewer participants.
- Staff must be provided all required PPE to ensure safety of staff and volunteers. Staff must wear a mask (covering mouth and nose) during all volunteer activities. Reusable masks must be disinfected daily. Any employee voluntarily using an N95 respirator, or

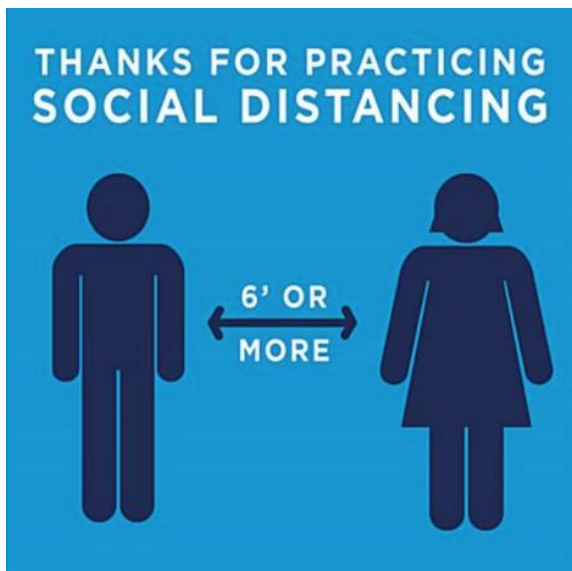
assigned a respirator for use, must have received approval to do so in accordance with the respiratory protection program.

- Should staff fall suddenly ill, they will be relocated to the resting station, and be monitored. Additional internal guidelines will be followed.
- If availability allows, an additional staff may assist with supervision, check-in/check-out, etc. This staff must always maintain at least six feet of distance with all other staff and participants and wear a face covering.

Signage (Printed in multiple languages)

- Post social distancing guidelines in accordance with the Centers for Disease Control and Prevention (CDC). Location of signs will be at a highly visible area.
 - A-frame Sign General Info:
 - Wear a cloth face covering
 - Maintain a safe social distance of 6 feet
 - Cover your cough or sneeze with your mask or a tissue
 - Wash hands with soap for at least 20 seconds
 - Don't shake hands or touch your face
 - A-frame Sign Social Distancing
 - We practice social distancing (Picture of people with arrows between with 6 feet social distance)
 - Line Markers: Floor / trail decals and/or tape markers will be used outside the work site to provide volunteers with clear direction on where to stand if lines are formed ("Stand Here" or tape markers of "X").
 - Floor / trail marking might say:
 - Please Wait Here
 - Picture of footprints
 - Please keep 6' apart
 - Line Sign:
 - Maintain a 6' distance from one another
 - Wear a face covering at all times
 - Pre-screen temperature to enter work area
 - Hygiene Stations:
 - Signage shall be posted so that visitors and staff can easily find hand hygiene supplies and places to use them.

Signage Examples:



Alameda County Public Health Order

**FACE COVERINGS
REQUIRED**



- For ages 13+
- Must be worn at all times
- While exercising outdoors face coverings:
 - Must be kept easily accessible
 - Must be worn within 30 ft. of others

**GATHERING
RESTRICTIONS**



- Gatherings allowed of 12 or fewer people
- Must be in the same Social Bubble
- Picnic Areas and Tables are still **CLOSED**

**SOCIAL DISTANCING
REQUIRED**

Stay at least 6 feet from others



COVID-19 Safety

Although National Mall and Memorial Parks is not closed, we encourage all visitors, particularly the most vulnerable, including the elderly and people with underlying conditions, to make smart decisions and to follow CDC guidance to help reduce the spread of COVID-19. These measures include:



Practice social distancing;



Wash your hands often with soap and water for at least 20 seconds;



Cover your mouth and nose when you cough or sneeze;



Avoid touching your eyes, nose, and mouth;



Most importantly, please stay home if you feel sick.

Appendix A

[CDC Symptoms of Coronavirus](#)

What you need to know:

- Anyone can have mild to severe symptoms.
- **Older adults and people who have severe underlying medical conditions** like heart or lung disease or diabetes seem to be at higher risk for developing more serious complications from COVID-19 illness.

Coronavirus Self-Checker

A tool to help you make decisions on when to seek testing and medical care – Find link on the [CDC's Symptoms of Coronavirus page](#).

[About the Tool](#)

Watch for symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

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

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.

When to seek emergency medical attention

Look for **emergency warning signs*** for COVID-19. If someone is showing any of these signs, **seek emergency medical care immediately:**

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

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.

Caring for yourself or others

- [How to protect yourself](#)
- [How to care for someone who is sick](#)
- [What to do if you are sick](#)

What is the difference between Influenza (Flu) and COVID-19?

Influenza (Flu) and COVID-19 are both contagious respiratory illnesses, but they are caused by different viruses. COVID-19 is caused by infection with a new coronavirus (called SARS-CoV-2) and flu is caused by infection with [influenza viruses](#). Because some of the symptoms of flu and COVID-19 are similar, it may be hard to tell the difference between them based on symptoms alone, and testing may be needed to help confirm a diagnosis. Flu and COVID-19 share many characteristics, but there are some key differences between the two.

While more is learned every day, there is still a lot that is unknown about COVID-19 and the virus that causes it. This [page](#) compares COVID-19 and flu, given the best available information to date.

Appendix B

[CDC Guidelines on Cleaning and Disinfecting Your Facility](#)

How to clean and disinfect

Clean

- **Wear disposable gloves** to clean and disinfect.
- **Clean surfaces using soap and water, then use disinfectant.**
- Cleaning with soap and water **reduces number of germs, dirt and impurities** on the surface. **Disinfecting kills germs** on surfaces.
- **Practice routine cleaning** of frequently touched surfaces.
 - - More frequent cleaning and disinfection may be required based on level of use.
 - Surfaces and objects in public places, such as shopping carts and point of sale keypads should be cleaned and disinfected before each use.
- **High touch surfaces include:**
 - Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.

Disinfect

- **Disinfect with a household disinfectant on [List N: Disinfectants for use against SARs-CoV-2](#)**, the virus that causes COVID 19.

Follow the instructions on the label to ensure safe and effective use of the product.

Many products recommend:

- Keeping surface wet for a period of time (see product label).
- Precautions such as wearing gloves and making sure you have good ventilation during use of the product.

Always read and follow the directions on the label to ensure safe and effective use.

- Wear skin protection and consider eye protection for potential splash hazards
- Ensure adequate ventilation
- Use no more than the amount recommended on the label
- Use water at room temperature for dilution (unless stated otherwise on the label)
- Avoid mixing chemical products
- Label diluted cleaning solutions
- Store and use chemicals out of the reach of children and pets

You should never eat, drink, breathe or inject these products into your body or apply directly to your skin as they can cause serious harm. Do not wipe or bathe pets with these products or any other products that are not approved for animal use.

See [EPA's 6 steps for Safe and Effective Disinfectant Use](#)

Special considerations should be made for people with asthma and they should not be present when cleaning and disinfecting is happening as this can trigger asthma exacerbations. Learn more about [reducing asthma triggers](#).

- If products on [List N](#) are not available, **diluted household bleach solutions** can be used if appropriate for the surface. Unexpired household bleach will be effective against coronaviruses when properly diluted.
 - Use bleach containing 5.25%–8.25% sodium hypochlorite. Do not use a bleach product if the percentage is not in this range or is not specified.
 - Follow the manufacturer's application instructions for the surface, ensuring a contact time of at least 1 minute.
 - Ensure proper ventilation during and after application.
 - Check to ensure the product is not past its expiration date.
 - Never mix household bleach with ammonia or any other cleanser. This can cause fumes that may be very dangerous to breathe in.
- **Prepare a bleach solution** by mixing:
 - 5 tablespoons (1/3rd cup) of 5.25%–8.25% bleach per gallon of room temperature water OR
 - 4 teaspoons of 5.25%–8.25% bleach per quart of room temperature water
- Bleach solutions will be effective for disinfection up to 24 hours.
- **Alcohol solutions with at least 70% alcohol may also be used.**

Soft surfaces

For soft surfaces such as carpeted floor, rugs, and drapes

- **Clean the surface using soap and water** or with cleaners appropriate for use on these surfaces.
- **Launder items** (if possible) according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.

OR

- Disinfect with a household disinfectant on [List N: Disinfectants for use against SARS-CoV-2](#).
- **Vacuum as usual.**

Electronics

For electronics, such as tablets, touch screens, keyboards, remote controls, and ATM machines

- Consider putting a **wipeable cover** on electronics.
- **Follow manufacturer's instruction** for cleaning and disinfecting.

- If no guidance, **use alcohol-based wipes or sprays containing at least 70% alcohol**. Dry surface thoroughly.

Laundry

For clothing, towels, linens and other items

- Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
- **Wear disposable gloves** when handling dirty laundry from a person who is sick.
- Dirty laundry from a person who is sick can be washed with other people's items.
- **Do not shake** dirty laundry.
- Clean and **disinfect clothes hampers** according to guidance above for surfaces.
- Remove gloves, and wash hands right away.

Cleaning and disinfecting your building or facility if someone is sick

- **Close off areas** used by the person who is sick.
 - Companies do not necessarily need to close operations, if they can close off affected areas.
- **Open outside doors and windows** to increase air circulation in the area.
- **Wait 24 hours** before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect **all areas used by the person who is sick**, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines.
- [Vacuum the space if needed](#). Use a vacuum equipped with high-efficiency particulate air (HEPA) filter, if available.
 - Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.
 - Wear disposable gloves to clean and disinfect. For soft (porous) surfaces such as carpeted floors or rugs, clean the surface with detergents or cleaners appropriate for use on these surfaces, according to the textile's label. After cleaning, disinfect with an appropriate EPA-registered disinfectant on [List N: Disinfectants for use against SARS-CoV-2](#). Soft and porous materials, like carpet, are generally not as easy to disinfect as hard and non-porous surfaces. EPA has listed a limited number of products approved for disinfection for use on soft and porous materials on List N. Follow the disinfectant manufacturer's safety instructions (such as wearing gloves and ensuring adequate ventilation), concentration level, application method and contact time. Allow sufficient drying time if vacuum is not intended for wet surfaces.
 - Temporarily turn off in-room, window-mounted, or on-wall recirculation HVAC to avoid contamination of the HVAC units.
 - Do NOT deactivate central HVAC systems. These systems tend to provide better filtration capabilities and introduce outdoor air into the areas that they serve.

- Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Once area has been **appropriately disinfected**, it **can be opened for use**.
 - **Workers without close contact** with the person who is sick can return to work immediately after disinfection.
- If **more than 7 days** since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
 - Continue routine cleaning and disinfection. This includes everyday practices that businesses and communities normally use to maintain a healthy environment.

Cleaning and disinfecting outdoor areas

- Outdoor areas, like **playgrounds in schools and parks** generally require **normal routine cleaning**, but **do not require disinfection**.
 - Do not spray disinfectant on outdoor playgrounds- it is not an efficient use of supplies and is not proven to reduce risk of COVID-19 to the public.
 - High touch surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely.
 - Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch, sand) is not recommended.
- **Sidewalks and roads should not be disinfected**.
 - Spread of COVID-19 from these surfaces is very low and disinfection is not effective.

When cleaning

- **Regular cleaning staff** can clean and disinfect community spaces.
 - Ensure they are trained on appropriate use of cleaning and disinfection chemicals.
- **Wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash**.
 - Additional personal protective equipment (PPE) might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
 - Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.
- **Wash your hands often** with soap and water for 20 seconds.
 - Always wash immediately after removing gloves and after contact with a person who is sick.
 - Hand sanitizer: If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

Always read and follow the directions on the label to ensure safe and effective use.

- Keep hand sanitizers away from fire or flame
- For children under six years of age, hand sanitizer should be used with adult supervision

- Always store hand sanitizer out of reach of children and pets

See [FDA's Tips for Safe Sanitizer Use](#) and [CDC's Hand Sanitizer Use Considerations](#)

- **Additional key times to wash hands** include:
 - After blowing one's nose, coughing, or sneezing.
 - After using the restroom.
 - Before eating or preparing food.
 - After contact with animals or pets.
 - Before and after providing routine care for another person who needs assistance (e.g., a child).

Additional considerations for employers

- **Educate workers** performing cleaning, laundry, and trash pick-up to recognize the symptoms of COVID-19.
- Provide instructions on what to do if they develop [symptoms](#) within 14 days after their last possible exposure to the virus.
- **Develop policies for worker protection and provide training** to all cleaning staff on site prior to providing cleaning tasks.
 - Training should include when to use PPE, what PPE is necessary, how to properly don (put on), use, and doff (take off) PPE, and how to properly dispose of PPE.
- Ensure workers are trained on the hazards of the cleaning chemicals used in the workplace in accordance with OSHA's Hazard Communication standard 29 CFR 1910.1200).
- **Comply with OSHA's standards** on Bloodborne Pathogens (29 CFR 1910.1030), including proper disposal of regulated waste, and PPE (29 CFR 1910.132).

Alternative disinfection methods

- The efficacy of alternative disinfection methods, such as ultrasonic waves, high intensity UV radiation, and LED blue light against COVID-19 virus is not known.
 - EPA does not routinely review the safety or efficacy of pesticidal devices, such as UV lights, LED lights, or ultrasonic devices. Therefore, EPA cannot confirm whether, or under what circumstances, such products might be effective against the spread of COVID-19.
- CDC does not recommend the use of sanitizing tunnels. There is no evidence that they are effective in reducing the spread of COVID-19. Chemicals used in sanitizing tunnels could cause skin, eye, or respiratory irritation or damage.
- CDC only recommends use of the [surface disinfectants identified on List N](#) against the virus that causes COVID-19.

More details: [Detailed Disinfection Guidance for Community Facilities](#)

Appendix C

Habitat Restoration & Creek Clean-up Work Days COVID-19 Routine Schedule for Cleaning (C), Sanitizing (S), and Disinfecting (D)

Area	Before Each Use	After Each Use	Daily (At the end of the work day)	Weekly	Monthly	Comments
Gallon water bottles for refilling individual water receptacles	C & S	C & S	C, S & D (also rinse neck + cap of bottle after D)			Gloved and masked staff or adult ensure mouth of gallon bottle does not contact receptacles.
Box of granola bars			C, S & D			Gloved and masked staff hands out granola bars; volunteers do not handle box
Galoshes, exterior and interior		C, S & D				Only if used for rain or walking in the creek; volunteers do not use
Handles of tools used			C, S & D			Volunteers should clean, sanitize and disinfect the tools they used.
Handles of tools removed from the truck, but not used			C, S & D			Staff should do this (volunteer help accepted).
Supplies such as rolled chicken wire, mesh cages, mini tarps, and boxes of contractor bags, disposable gloves, or other supplies likely to be handled, and later reloaded into the truck			C, S & D			Staff should do this (volunteer help accepted).
Items with porous surfaces, such as wooden stakes, erosion control fabric, burlap, and cardboard			C, S & D			In this case, cleaning would likely mean brushing off dirt, but not using soap and water. Allow more than 24 hours' time between work days, so that SARS-CoV-2 would not still remain active on cardboard or similar surfaces.

Clipboards, pens	C & S	C, S & D	C, S & D			Gloved and masked staff hands out clipboard, pen, just the number of volunteer forms needed, and sign-in sheet to masked and gloved (disposable gloves available) volunteers or parents
Exterior of bottles used for cleaning, sanitizing, or disinfecting; boot brushes			C, S & D			Staff should do this (volunteer help accepted).
A-frame sign handles and high touch areas			C, S & D			Staff should do this (volunteer help accepted).
Truck tailgate, knobs and handles, edges of doors, bins (especially lid and handle areas), (high-touch areas)			C, S & D			Staff should do this
Truck interior, non-porous surfaces such as dashboard, console, doors				C, S & D		(Mostly touched only by staff) post-work day
Truck interior carpets, seats, ceiling, and porous surfaces					C	vacuum