

# MARIPOSA COUNTY

## INJURY, ILLNESS & PREVENTION PROGRAM

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### **PURPOSE**

Every employer in the State of California is required to establish, implement and maintain an effective Injury, Illness & Prevention Program (“IIPP”). California Code of Regulations specifies what employers must do to comply with the IIPP. This document provides an overview on how each of the requirements set forth in the Cal/OSHA IIPP Regulation is met by Mariposa County.

### **POLICY**

It is the Policy of the Board of Supervisors of Mariposa County to establish guidelines and procedures for the maintenance of an on-going IIPP, in compliance with the California Code of Regulations. This is accomplished through safety and health inspections, employee training, accident investigation and Department Safety Representatives. Response to safety concerns will be given the highest priority at every level of the County.

Mariposa County expects each of its employees to participate in creating a safe work environment by observing Mariposa County's safe work practices, policies and procedures at all times. Mariposa County employees must not engage in any work practice that is not safe or is contrary to law, County policy or procedure, or accepted safe work practice. Employees must report any unsafe condition to their supervisor immediately.

### **OBJECTIVE**

To provide guidelines and procedures for the establishment and maintenance of an on-going IIPP throughout County Operations. Mariposa County is committed to the safety, health and environmental compliance of all employees, and recognizes the need to comply with regulations governing injury and occupational illnesses prevention and employee safety and health.

### **SCOPE**

All full-time, permanent part-time, extra-help and emergency hire employees.

### **STATUTORY REQUIREMENTS**

To protect the health and safety of Mariposa County's employees, and to comply with the provisions of California Senate Bill 198 (SB-198) and California OSHA regulations, including California Code of Regulations, Title 8, Subchapter 4, Section 1509, Construction Safety Orders (CSO) and California Code of Regulations, Title 8, Subchapter 4, Section 3203 General Industry Safety Orders (GISO).

The IIPP must be written and contain the following provisions:

#### ***Program Implementation - Title 8, CCR § 3203(a) (1)***

Employers must designate and specify the person(s) responsible for implementing their IIPP;

**Employee Compliance - Title 8, CCR § 3203(a) (2)**

Employers must establish a system for ensuring that employees comply with safe and healthy work practices, and "such a system may include (provisions for) disciplinary action";

**Health and Safety Communications - Title 8, CCR § 3203(a) (3)**

Employers must establish a system for communicating health and safety information to employees and encouraging employees to inform the employer of perceived hazards "without fear of reprisal";

**Hazard Identification and Evaluation - Title 8, CCR § 3203(a) (4)**

Employers must establish a system for identifying and evaluating workplace hazards and that identification system must include scheduled periodic inspections "to identify unsafe conditions and work practices";

**Occupational Injury/Illness Investigation - Title 8, CCR § 3203(a) (5)**

Employers must establish a procedure to investigate occupational injuries and/or illnesses;

**Hazard Correction - Title 8, CCR § 3203(a) (6)**

Employers must adopt methods and procedures for correcting unsafe or unhealthy conditions and work practices, and must ensure that such conditions and work practices are corrected "in a timely manner based on the severity of the hazard";

**Health and Safety Training - Title 8, CCR § 3203(a) (7)**

Employers must institute an occupational health and safety program "designed to instruct employees in general safe and healthy work practices and to provide specific instructions with respect to hazards specific to each employee's job assignment". The employer must train all employees when the program is established, and thereafter train:

- All new employees;
- All existing employees when "new substances, procedures or equipment is introduced into the workplace and represents a new hazard"; and
- All existing employees whenever the employer learns of a new, previously unrecognized hazard.

**Recordkeeping -Title 8, CCR § 3203(b). Section 3203**

Requires that records be maintained of all scheduled and periodic inspections conducted to identify unsafe conditions and work practices, as well as, records of employee safety and health training.

**Program Implementation – GISO Title 8, CCR § 3203(a) (1)**

The authority and responsibility for implementing the IIPP under the direction of the County Counsel/Risk Manager or designee and County Administrative Officer is:

- Department Heads

- Department Safety Representatives
- Supervisors
- Employees

**COUNTY COUNSEL/RISK MANAGER OR DESIGNEE**

1. Direction of the overall County Safety Program, under the supervision of the County Administrative Officer.
2. Act as safety advisor for the County by advising all Department Heads and Department Safety Representatives of changes in regulations, policies and department responsibilities.
3. Prepare County safety memorandums and distribute to affected Department Safety Representatives for their information, implementation, and/or to be posted on Safety Bulletin Boards or equivalent.
4. Prepare periodic reports and studies on the effectiveness of the County Safety and Accident Prevention Program.
5. Develop safety and accident prevention programs with the assistance of the Department Safety Representative to meet the specific needs for each department as required by the California Code of Regulations (CCR), Title 8.
6. Assist departments in identifying safety and accident prevention training needs and ensure those safety training needs are met.
7. Coordinate County safety matters with necessary enforcement agencies, civic groups, and private organizations, as may be necessary as approved by the County Administrative Officer.
8. Develop and distribute accident/injury statistics for County operations and specific data to each department.
9. Work closely with the Safety Committee and Department Safety Representatives to ensure consistency within the County.
10. Meet regularly with Department Safety Representatives regarding safety issues.
11. Refer departmental accident/injury reports to County Safety Committee for review.
12. Conduct workplace safety inspections under the supervision of the CSAC-EIA on a regular basis to ensure compliance with the provisions of the County Safety Program.
13. Respond to employee complaints regarding workplace safety while maintaining total confidentiality regarding the source of any complaints whenever so requested to

ensure that employees have an avenue for lodging complaints "without fear of reprisal".

### **DEPARTMENT RESPONSIBILITIES**

Each department is responsible for implementing an effective safety program, with all levels of management contributing to ensure that employees are aware of the safe operation/condition of their job assignment and work area. Departments are responsible for maintaining a minimal-risk work environment in the areas under their control. The degree of effort and focus needed will vary depending on the nature of the work performed. While Department Heads and managers may assign responsibility and delegate authority to others, they are accountable to higher management for those preventable oversights and errors within their areas that result in injury, illness, or property damage affecting employees, the general public or County/private property.

Each Department Head shall be responsible for implementation of this Policy by:

1. The appointment of a permanent Department Safety Representative and an alternate for that department.
2. Ensuring that workplace hazards are identified and evaluated, including investigating the cause of accidents, illness and exposures.
3. Ensuring that workplace hazards are corrected once identified.
4. Instituting an occupational training program covering hazards basic to all types of employment and those unique to each worker's job assignment.
5. Enabling employees to freely communicate safety and health related information through supervisors, Department Safety Representatives and safety meetings.
6. Holding employees accountable for adhering to established safe and healthful work practices and training requirements.
7. Maintaining a recordkeeping system for documenting implementation, operation and a periodic review of the plan.
8. Reporting results of inspection and corrective action to the County Counsel/Risk Manager or designee.
9. Reporting hazardous substances and equipment to the County Counsel/Risk Manager or designee.

### **DEPARTMENT SAFETY REPRESENTATIVE RESPONSIBILITIES**

Under the direction of the Department Head and County Counsel/Risk Manager or designee to:

1. Manage, administer and coordinate department safety activities.
2. Serve as a source of information on safety policies and procedures and industrial injury/illness record keeping and reporting.

3. Review accident response to determine types of injuries/illnesses and their causes and maintain department copy of accident report and submit copy to the County Counsel/Risk Manager or designee.
4. Act as safety program advisor to the Department Head. Prepare periodic and special response regarding department injuries and illnesses; identify trends or changes that call for attention and recommend corrective action where appropriate.
5. Recommend means to eliminate or control hazardous physical conditions as well as dangerous work operations, recommending remedial action.
6. Recommend safety training efforts within the department and assist in the development, coordination, documentation and training as necessary.
7. Forward Cal/OSHA citations received by the department to the County Counsel/Risk Manager or designee and interface with the County Counsel/Risk Manager or designee to verify corrective action.
8. Act as department liaison with the County Counsel/Risk Manager or designee, disseminating information relating to safety and health matters; collecting, reviewing, and transmitting information from their department to the County Counsel/Risk Manager or designee.
9. Assist department management and supervisors in the promotion of safety awareness and education programs.
10. Recommend department safety policies, procedures, rules, and standards to ensure safe working conditions and safe work practices.
11. For those departments that have more than one location it may be necessary to appoint Assistant Department Safety Representatives. In this event, the Assistant Department Safety Representative shall assume the Department Safety Representative responsibilities for their location as well as conferring with the Department Safety Representative and the County Counsel/Risk Manager or designee as necessary.
12. Post OSHA 300A log summary sheet on Safety Bulletin Board from February 1 to April 30 annually.
13. Conducts work site safety inspections and makes recommendations for correction of hazards when found.

14. Maintain a Safety and Health Bulletin Board with current information, such as bulletins, posters, minutes of safety meetings and any other pertinent information regarding Safety and Health. This information shall be disseminated to satellite locations.

15. Shall set an example for other employees to follow.

**SUPERVISOR RESPONSIBILITIES**

Under the direction of their department and in coordination with the Department Safety Representative:

1. Shall train employees in job safety and health practices as determined necessary by worksite and job hazard analyses and maintain related training documentation.
2. Shall investigate promptly and thoroughly every accident, to determine cause and to prevent recurrence.
3. Shall document all injuries/illnesses and send reports to the Department Safety Representative.
4. Shall require all employees to comply with the Occupational Safety and Health Standards and all other rules or regulations.
5. Shall conduct workplace safety inspections in accordance with County and Cal/OSHA rules, regulations and standards, and implement corrective action as necessary.
6. Shall set an example for other employees to follow and shall encourage the proper attitudes toward safe job performance in their subordinates.

**EMPLOYEE RESPONSIBILITIES**

County employees are responsible for ensuring their own safety and the safety of others on the work site by:

1. Learning and following the standards and procedures that applies to each job assignment.
2. Discontinuing any specific activity that the employee believes or knows has an undue risk or injury, illness or damage to property, and promptly seeking guidance from his/her supervisor regarding the operation.
3. Wearing or using the prescribed personnel protective equipment (PPE) needed for a particular job.
4. Bringing to the supervisor's attention any activity, behavior or unsafe condition that could cause injury or illness to others or damage to property.
5. Promptly reporting any occupational injury, illness, or property damage to their supervisor.

6. Report any emergencies; assist, when safe and appropriate to do so, until emergency response personnel arrive.
7. Set an example for other employees to follow.

**Employee Compliance - GISO Title 8, CCR § 3203 (a) (2)**

Employees have been notified of their responsibilities regarding safe work practices by the following methods:

1. As part of their County and department new hire orientation;
2. Training;
3. Written guidelines for safety;
4. Bulletin boards or equivalent;

Employees understand they are accountable to exercise safe work practices. These practices will be enforced by:

1. Recognition/incentives for compliance; employees may be recognized on their Performance Evaluation forms for their safe work practices.
2. Corrective action for non-compliance, which may include comments on unsatisfactory safety practices being placed on an employee Performance Evaluation form and/or other appropriate disciplinary action as deemed by the seriousness of the infraction. Any action taken would be in compliance with the procedures outlined in the respective negotiated MOU.
3. In instances where a County employee's conduct is such that it endangers his/her life or creates a condition where there is a risk of serious physical harm to themselves or others or the conduct endangers the life of other persons, the employee may be subject to immediate disciplinary action pursuant to the MCMCO, SEIU, DSA and SMA MOU's, respectively.

**Health and Safety Communications - GISO Title 8, CCR § 3203 (a) (3)**

The following methods will be used to effectively communicate with County employees regarding health and safety issues:

Safety and Health Committee:

The County agrees to establish a Safety Committee. The Committee is comprised of up to 15 employees, including representatives from rank and file, management and employee bargaining units, and alternates. The duties of the Committee, as set forth by Cal/OSHA, shall include but not be limited to:

1. Meet regularly, but not less than quarterly.

2. Prepare and make available to the affected employees, written agendas and minutes of the committee meetings. These records must be maintained for at least one year.
3. Review results of periodic worksite safety inspections.
4. Review investigations of occupational accidents and causes of incidents resulting in occupational injury, occupational illness, or exposure to hazardous substances and, where appropriate, submit suggestions to the County Administrative Officer for correction and prevention of future incidents.
5. Review investigations of alleged hazardous conditions brought to the attention of any committee member. The committee may conduct its own inspection and investigation to assist remedial solutions.
6. Submit recommendations to assist in the evaluation of employee safety suggestions.
7. Upon request from Cal/OSHA, verify abatement action taken by employer to abate citations issued by Cal/OSHA.
8. Provide safety resource information and training.

### **COMMUNICATION/TRAINING**

1. Regular employee safety training in accordance with this document shall be considered one way in which the employer communicates with the employees.
2. Safety and Health bulletin boards or equivalent should be established in each department. When a department has various work areas, each area should maintain a safety and health bulletin board or equivalent. This board should contain the Cal/OSHA poster along with the Worker's Compensation poster, Cal/OSHA Form 300A (only from February 1 to April 30), safety bulletins, procedures for filing safety and health complaints and any other information to communicate with employees concerning safety and health.
3. The County Counsel/Risk Manager or designee shall maintain an open door policy. Employees may contact the County Counsel/Risk Manager or designee personally or anonymously, if they so desire, either in person, by telephone, or in writing regarding any safety concerns. The County Counsel/Risk Manager or designee will respond to all inquiries in a timely manner. The employees are to be made aware that it is the Board of Supervisors policy that they are encouraged to report unsafe conditions "without fear of reprisal".

### ***Hazard Identification and Evaluation – GISO Title 8, CCR § 3203 (a) (4)***

A hazard is something in the workplace that has the potential to cause injury to an employee or member of the public, or cause property damage. Hazards must be reported to the appropriate Department Head using an appropriate reporting form on the same day the hazard is identified or soon as practical. The Department Head or his/her designee will in-turn provide the form to the County Counsel/Risk Manager or designee immediately. .

***Workplace inspections will be performed:***

1. Whenever new substances, processes, procedures, or equipment are introduced to the workplace which represent a new occupational safety and health hazard.
2. Whenever the employer is made aware of a new or previously unrecognized hazard.
3. Otherwise, inspections will be conducted by the Department Head or designee at least annually.

***Occupational Injury/Illness Investigation-GISO Title 8, CCR § 3203 (a) (5)***

Investigations shall be conducted within 24 hours after an accident, occupational injury or illness, or hazardous unusual occurrence is reported.

The investigation shall be documented in writing.

Any serious injury will be reviewed by the County Counsel/Risk Manager or designee. For this provision, serious injury shall be defined as: loss of life, limb, eyesight, finger or toe, brain trauma, spinal fracture, or any other injury the County Administrative Officer or the County Counsel/Risk Manager or designee deem to be serious under this provision. Required reporting to Cal/OSHA pursuant to Title 8 CCR 342 will also occur.

***Hazard Correction — GISO Title 8, CCR § 3203 (a) (6)***

Certain methods and procedures will be used to correct unsafe or unhealthy conditions, work practices and work procedures. The following categories will be utilized:

Less severe hazards shall be corrected in a timely manner by the responsible Department Head. The more hazardous exposures shall be given priority.

When a serious or imminent hazard is found, the employees must be protected against the hazard until it is corrected. This could include shutting down the job until the hazard has been corrected, removing tools or equipment from service, or relocating employees to an alternate safe worksite.

When an unsafe or unhealthy condition is identified, the Department Head or designee will take appropriate corrective action.

***Health and Safety Training - GISO Title 8, CCR § 3203 (a) (7)***

Each department shall develop a training program to ensure that their employees receive adequate safety and health training for their specific job site and tasks. This program shall include:

1. Instruction to employees in general safe and healthful work practices and specific instructions with respect to hazards unique to the employee's job assignment.

2. New employees shall be provided initial safety training within 60 days after hire.
3. Employees will be provided safety training when assigned a new task or job for which training has not been received; when new substances, procedures or equipment are introduced into the workplace and represent a new hazard; and when the department learns of a new, previously unrecognized hazard.
4. Supervisors will be trained on hazards and safe practices in their area of responsibility.

All training will be documented and maintained in writing. Departments are to retain the training documents for at least three years.

Extra help, emergency hire and permanent part-time employees are required to have the same training as the full-time employees performing the same job. The supervisor is also responsible to alert temporary employees of any hazards unique to their assignments. Documentation is required for these employees.

***Recordkeeping – GISO, Title 8, CCR § 3203 (b)***

Section 3203 requires that records be maintained of all scheduled and periodic inspections conducted to identify unsafe conditions and work practices (as required by § 3203(a) (4)). The records must identify:

1. The person(s) who conducted the inspection.
2. Any unsafe conditions and work practices which were identified during the inspection.
3. Any corrective measures taken to control the identified unsafe conditions and work practices.

These inspection records must be maintained for at least one year.

Records of employee safety and health training must also be documented for each employee. The records must include:

1. The name of the employee or some other type of identifier.
2. Training dates.
3. Type of training.
4. The identity of the instructor(s).

The training records must be maintained for at least three years.

# **MARIPOSA COUNTY INJURY, ILLNESS & PREVENTION PROGRAM SUMMARY**

It is Mariposa County's policy to provide a safe work environment for all employees. Mariposa County will provide training, equipment, policies, procedures, auditing, and compliance with all required and applicable Cal/OSHA safety regulations in order to achieve this goal.

Mariposa County expects each of its employees to participate in creating a safe work environment by observing Mariposa County's safe work practices, policies and procedures at all times. Mariposa County employees must not engage in any work practice that is not safe or is contrary to law, County policy or procedure, or accepted safe work practice. Employees must report any unsafe condition. County policy prohibits retaliation for reporting unsafe conditions. Mariposa County will take immediate action to correct any unsafe condition.

# **APPENDIX “A”**

## **OF THE ILLNESS & INJURY PREVENTION PROGRAM (IIPP)**

### **ENTITLED COVID-19 PREVENTION PROGRAM (CPP)**

#### **PURPOSE:**

The purpose of the County of Mariposa’s (“County”) COVID-19 Prevention Program (“CPP”) is to provide employees a healthy and safe workplace as required under the California Occupational Safety and Health Act (Labor Code §§ 6300, *et seq.*) and associated regulations (8 C.C.R. § 3205).

Nothing in this CPP precludes the County from complying with federal, state, or local laws or guidance that recommends or requires measures that are more prescriptive and/or restrictive than are provided herein.

#### **SCOPE**

This CPP applies to all County employees except for County employees who are teleworking.

#### **DEFINITIONS:**

For the purposes of the CPP, the following definitions shall apply:

“COVID-19” means coronavirus disease, an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2).

“COVID-19 case” means a person who either: (1) Has a positive “COVID-19 test” as defined in this section; (2) Is subject to COVID-19-related order to isolate issued by a local or state health official; or (3) Has died due to COVID-19, in the determination of a local health department or per inclusion in the COVID-19 statistics of a county. A person is no longer a “COVID-19 case” when a licensed health care professional determines that the person does not have COVID-19, in accordance with recommendations made by the California Department of Public Health (CDPH) or the local health department pursuant to authority granted under the Health and Safety Code or title 17, California Code of Regulations to CDPH or the local health department.

“Close contact COVID-19 exposure” means being within six (6) feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the “high-risk exposure period” as defined here. This definition applies regardless of the use of face coverings.

“COVID-19 hazard” means exposure to potentially infectious material that may contain SARS-CoV-2, the virus that causes COVID-19. Potentially infectious materials include airborne droplets, small particle aerosols, and airborne droplet nuclei, which most commonly result from a person or persons exhaling, talking or vocalizing, coughing, sneezing, or procedures performed on persons which may aerosolize saliva or respiratory tract fluids, among other things. This also includes objects or surfaces that may be contaminated with SARS-CoV-2.

“COVID-19 symptoms” means one of the following: (1) fever of 100.4 degrees Fahrenheit or higher or chills; (2) cough; (3) shortness of breath or difficulty breathing; (4) fatigue; (5) muscle or body aches; (6) headache; (7) new loss of

taste or smell; (8) sore throat; (9) congestion or runny nose; (10) nausea or vomiting; or (11) diarrhea, unless a licensed health care professional determines the person's symptoms were caused by a known condition other than COVID-19.

"COVID-19 test" means a viral test for SARS-CoV-2 that is both: (1) Approved by the United States Food and Drug Administration (FDA) or has an Emergency Use Authorization from the FDA to diagnose current infection with the SARS-CoV-2 virus; and (2) Administered in accordance with the FDA approval or the FDA Emergency Use Authorization as applicable.

"Exposed workplace" means any work location, working area, or common area at work used or accessed by a COVID-19 case during the high-risk period, including bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas.

The exposed workplace does not include buildings or facilities not entered by a COVID-19 case. Effective January 1, 2021, the "exposed workplace" also includes but is not limited to the "worksites" of the COVID-19 case as defined by Labor Code section 6409.6(d)(5).

"Face covering" means a tightly woven fabric or non-woven material with no visible holes or openings, which covers the nose and mouth.

"High-risk exposure period" means the following time period: (1) For persons who develop COVID-19 symptoms: from two (2) days before they first develop symptoms until ten (10) days after symptoms first appeared, and 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved; or (2) For persons who test positive who never develop COVID-19 symptoms: from two (2) days before until ten (10) days after the specimen for their first positive test for COVID-19 was collected.

## 5. **PROGRAM**

### **SYSTEM FOR COMMUNICATING WITH COUNTY EMPLOYEES**

#### **Reporting COVID-19 Symptoms, Possible COVID-19 Close Contact Exposures, and Possible COVID-19 Hazards at County Worksites and Facilities**

County policy requires that County employees immediately report to their manager or supervisor or to Human Resources any of the following: (1) the employee's presentation of COVID-19 symptoms; (2) the employee's possible COVID-19 close contact exposures; (3) possible COVID-19 hazards at County worksites or facilities.

The County will not discriminate or retaliate against any County employee who makes such a report.

#### **Accommodations Process for County Employees with Medical or Other Conditions that put them at Increased Risk of Severe COVID-19 Illness**

County policy provides for an accommodation process for employees who have a medical or other condition identified by the Centers for Disease Control and Prevention ("CDC") or the employees' health care provider as placing or potentially placing the employees at increased risk of severe COVID-19 illness.

The CDC identifies the following medical conditions and other conditions as placing or potentially placing individuals at an increased risk of severe COVID-19 illness.

The CDC guidance provides that adults of any age with the following conditions are at increased risk of severe illness from the virus that causes COVID-19:

Cancer

Chronic kidney disease

COPD (chronic obstructive pulmonary disease)

Heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies

Immunocompromised state (weakened immune system) from solid organ transplant

Obesity (body mass index [BMI] of 30 kg/m<sup>2</sup> or higher but < 40 kg/m<sup>2</sup>)

Severe Obesity (BMI ≥ 40 kg/m<sup>2</sup>)

Pregnancy

Sickle cell disease

Smoking

Type 2 diabetes mellitus

The CDC guidance also provides that adults of any age with the following conditions might be at an increased risk for severe illness from the virus that causes COVID-19:

1. Asthma (moderate-to-severe)
2. Cerebrovascular disease (affects blood vessels and blood supply to the brain)
3. Cystic fibrosis
4. Hypertension or high blood pressure
5. Immunocompromised state (weakened immune system) from blood or bone marrow transplant, immune deficiencies, HIV, use of corticosteroids, or use of other immune weakening medicines
6. Neurologic conditions, such as dementia
7. Liver disease
8. Overweight (BMI > 25 kg/m<sup>2</sup>, but < 30 kg/m<sup>2</sup>)
9. Pulmonary fibrosis (having damaged or scarred lung tissues)
10. Thalassemia (a type of blood disorder)
11. Type 1 diabetes mellitus

The County will periodically review the following web address in order to account for any additional medical conditions and other conditions that the CDC has identified as placing or potentially placing individuals at an increased risk of severe COVID-19:

<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html>

County employees are encouraged to review the list of medical conditions and other condition provided above in order to determine whether they have such a condition.

To request an accommodation under the County policy, employees may make a request with their manager or supervisor or to Human Resources.

### **COVID-19 Testing**

The County possesses authority to require that employees who report to work at County worksites or facilities be tested for COVID-19.

Where the County requires that County employees be tested, the County will inform employees of the reason that testing is required.

The County will also inform County employees of the possible consequences of a positive COVID-19 test, which may include, but is not limited to, a requirement that employees not report to County during the high-risk exposure period and satisfying the minimum criteria to return to work.

Where the County requires testing, the County has adopted policies and procedures that ensure the confidentiality of employees and comply with the Confidentiality of Medical Information Act (“CMIA”). Specifically, the County will keep confidential all personal identifying information of COVID-19 cases or persons with COVID-19 symptoms unless expressly authorized by the employee to disclose such information or as other permitted or required under the law.

### **COVID-19 Hazards**

The County will notify County employees and subcontracted employees of any potential COVID-19 exposure at a County worksite or facility where a COVID-19 case and County employees were present on the same day. The County will notify County employees of such potential exposures within one (1) business day, in a way that does not reveal any personal identifying information of the COVID-19 case.

The County will also notify County employees of cleaning and disinfecting measures the County is undertaking in order to ensure the health and safety of the County worksite or facility where the potential exposure occurred.

## **IDENTIFICATION AND EVALUATION OF COVID-19 HAZARDS AT COUNTY WORKSITES AND FACILITIES**

### **Screening County Employees for COVID-19 Symptoms**

The County possesses authority to screen employees or require that employee self-screen for COVID-19 symptoms.

County policy provides that the County will screen County employees for COVID-19 symptoms prior to entering County worksites and facilities or County employees will self-screen for COVID-19 symptoms prior to reporting to any County worksite or facility.

### **Responding to County Employees with COVID-19 Symptoms**

Should a County employee present COVID-19 symptoms during a County administered screening or a self-screen, the County will instruct the employee to remain at or return to

their home or place of residence and not report to work until such time as the employee satisfies the minimum criteria to return to work.

The County will advise employees of any leaves to which they may be entitled during this self-quarantine period.

Further, the County has adopted policies and procedures that ensure the confidentiality of employees and comply with the CMIA, and will not disclose to other employees the fact that the employees presented COVID-19 symptoms.

**County's Response to COVID-19 Cases. In the event that County employees test positive for COVID-19 or are diagnosed with COVID-19 by a health care provider, the County will instruct the employees to remain at or return to their home or place of residence and not report to work until such time as they satisfy the minimum criteria to return to work.**

The County will advise employees of any leaves to which they may be entitled during this self-isolation period.

The County will comply with all reporting and recording obligations as required under the law, including, but not limited to, reporting the COVID-19 case to the following individuals and institutions as required based on the individual circumstances: (1) the local health department; (2) Cal/OSHA; (3) employees who were present at a County worksite or facility when the COVID-19 case was present; (4) the employee organizations that represent employees at the County worksite or facility; (5) the employers of subcontracted employees who were present at the County worksite or facility; and (6) the County's workers' compensation plan administrator.

If possible, the County will interview the COVID-19 cases in order to ascertain the nature and circumstances of any contact that the employees may have had with other employees during the high-risk exposure period. If the County determines that there were any close contact COVID-19 exposures, the County will instruct those employees to remain at their home or place of residence and not report to work until such time as the employees satisfy the minimum criteria to return to work.

The County has adopted policies and procedures that ensure the confidentiality of employees and comply with the CMIA. Specifically, the County will not disclose to other employees, except for those who need to know, the fact that the employees tested positive for or were diagnosed with COVID-19. Further, the County will keep confidential all personal identifying information of COVID-19 cases or persons unless expressly authorized by the employees to disclose such information or as other permitted or required under the law.

### **Workplace-Specific Identification of COVID-19 Hazards**

The County conducted a workplace-specific assessment of all interactions, areas, activities, processes, equipment, and materials that could potentially expose employees to COVID-19 hazards.

As part of this process, the County identified places and times when employees and individuals congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not, including, for example, during meetings or trainings, in and around entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

As part of this process, the County identified potential workplace exposure to all persons at County worksites and facilities, including employees, employees of other entities, members of the public, customers or clients, and independent contractors. The County considered how employees and other persons enter, leave, and travel through County worksites and facilities, in addition to addressing employees' fixed workspaces or workstations.

As part of this process, the County treated all persons, regardless of symptoms or negative COVID-19 test results, as potentially infectious.

### **Maximization of Outdoor Air and Air Filtration**

For indoor County worksites and facilities, the County evaluated how to maximize the quantity of outdoor air and whether it is possible to increase filtration efficiency to the highest level compatible with the worksites and facilities' existing ventilation systems.

### **County Compliance with Applicable State and Local Health Orders**

The County monitors applicable orders and guidance from the State of California and the local health department related to COVID-19 hazards and prevention, including information of general application and information specific to the County's location and operations.

The County fully and faithfully complies with all applicable orders and guidance from the State of California and the local health department.

### **Evaluation of Existing COVID-19 Prevention Controls and Adoption of Additional Controls**

Periodically, the County will evaluate existing COVID-19 prevention controls at the workplace and assess whether there is a need for different and/or additional controls.

This includes evaluation of controls related to the correction of COVID-19 hazards, physical distancing, face coverings, engineering controls, administrative controls, and personal protective equipment (PPE).

### **Periodic Inspections**

The County will conduct periodic inspections of County worksites and facilities as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with the County's COVID-19 policies and procedures.

## **INVESTIGATING AND RESPONDING TO COVID-19 CASES IN COUNTY WORKSITES AND FACILITIES**

### **Procedure to Investigate COVID-19 Cases**

The County has a procedure for investigating COVID-19 cases in the workplace. As provided below, the procedure provides for the following: (1) the verification of COVID-19 case status; (2) receiving information regarding COVID-19 test results; (3) receiving information regarding the presentation of COVID-19 symptoms; and (4) identifying and recording all COVID-19 cases.

### **Response to COVID-19 Cases**

As provided above at Section IV.B.3., in the event that County employees test positive for COVID-19 or are diagnosed with COVID-19 by a health care provider, the County will instruct the employees to remain at or return to their home or place of residence and not

report to work until such time as the employees satisfy the minimum criteria to return to work.

### **Contact Tracing**

If possible, the County will interview the COVID-19 cases in order to ascertain the following information: (1) the date on which the employees tested positive, if asymptomatic, or the date on which the employees first presented COVID-19 symptoms, if symptomatic; (2) the COVID-19 cases recent work history, including the day and time they were last present at an County worksite or facility; and (3) the nature and circumstances of the COVID-19 cases' contact with other employees during the high-risk exposure period, including whether there were any close contact COVID-19 exposure.

If the County determines that there were any close contact COVID-19 exposures, the County will instruct those employees to remain at their home or place of residence and not report to work until such time as the employees satisfy the minimum criteria to return to work.

### **Reporting the Potential Exposure to Other Employees**

The County will comply with all reporting and recording obligations as required under the law, including, but not limited to, reporting the COVID-19 case to the following individuals and institutions as required based on the individual circumstances: (1) employees who were present at a County worksite or facility when the COVID-19 case was present; and (2) subcontracted employees who were present at the County worksite or facility.

### **Free COVID-19 Testing for Close Contact Exposures**

The County will provide COVID-19 testing at no cost to employees during their working hours to all employees who had potential close contact COVID-19 exposure at a County worksite or facility.

### **Leave and Compensation Benefits for Close Contact Exposures**

The County will provide these employees with information regarding COVID-19-related benefits to which the employees may be entitled under applicable federal, state, or local laws. This includes any benefits available under workers' compensation law, the federal Families First Coronavirus Response Act (FFCRA), Labor Code sections 248.1 and 248.5, Labor Code sections 3212.86 through 3212.88, local governmental requirements, the County's own leave policies, and leave guaranteed by contract.

The County will continue to provide and will maintain these employees' earnings, seniority, and all other employee rights and benefits, including the employees' right to their former job status, as if the employees had not been removed from their jobs.

The County may require that these employees use employer-provided employee sick leave benefits for this purpose and consider benefit payments from public sources in determining how to maintain earnings, rights and benefits, where permitted by law and when not covered by workers' compensation.

### **Investigation to Determine Whether Workplace Conditions Contributed to COVID-19 Exposure**

The County will conduct an investigation in order to determine whether any workplace conditions could have contributed to the risk of COVID-19 exposure and what could be done to reduce exposure to COVID-19 hazards.

### **Confidential Medical Information**

The County will protect the confidentiality of the COVID-19 cases, and will not disclose to other employees the fact that the employees tested positive for or were diagnosed with COVID-19.

The County will keep confidential all personal identifying information of COVID-19 cases unless expressly authorized by the employees to disclose such information or as otherwise permitted or required under the law.

### **CORRECTION OF COVID-19 HAZARDS AT COUNTY WORKSITES AND FACILITIES**

The County will implement effective policies and/or procedures for correcting unsafe or unhealthy conditions, work practices, policies and procedures in a timely manner based on the severity of the hazard.

This includes, but is not limited to, implementing controls and/or policies and procedures in response to the evaluations conducted related to the identification and evaluation of COVID-19 hazards and investigating and responding to COVID-19 cases in the workplace. This also includes implementing controls related to physical distancing, face coverings, engineering controls, administrative controls, and personal protective equipment (PPE).

### **TRAINING AND INSTRUCTION OF COUNTY EMPLOYEES**

#### **COVID-19 Symptoms**

The County provided employees training and instruction on the COVID-19 symptoms, including advising employees of COVID-19 symptoms, which include the following: (1) fever of 100.4 degrees Fahrenheit or higher or chills; (2) cough; (3) shortness of breath or difficulty breathing; (4) fatigue; (5) muscle or body aches; (6) headache; (7) new loss of taste or smell; (8) sore throat; (9) congestion or runny nose; (10) nausea or vomiting; or (11) diarrhea, unless a licensed health care professional determines the person's symptoms were caused by a known condition other than COVID-19.

The County monitors and adheres to guidance by the CDC concerning COVID-19 symptoms, including guidance provided at the following web address:

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

The County will advise employees in the event that the CDC makes any changes to its guidance concerning such symptoms.

The County provided employees instruction on the importance of not coming to work and obtaining a COVID-19 test if the employees have COVID-19 symptoms.

#### **County's COVID-19 Policies and Procedures**

The County provides regular updates to employees on the County's policies and procedures to prevent COVID-19 hazards at County worksites and facilities and to protect County employees.

#### **COVID-19 Related Benefits**

The County advised County employees of the leaves to which the employees may be entitled under applicable federal, state, or local laws. This includes any benefits available under workers' compensation law, the FFCRA, Labor Code sections 248.1 and 248.5, Labor Code sections 3212.86 through 3212.88, any applicable local governmental requirements, the County's own leave policies, and leave guaranteed by contract.

Further, when employees require leave or are directed not to report to work by the County, the County will advise the employees of the leaves to which the employees may be entitled for that specific reason.

### **Spread and Transmission of the Virus that Causes COVID-19**

The County advised County employees of the fact that COVID-19 is an infectious disease that can be spread through the air when an infectious person talks or vocalizes, sneezes, coughs, or exhales; that COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth, although that is less common; and that an infectious person may have no symptoms.

The County further advised County employees of the fact that particles containing the virus can travel more than six (6) feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, including hand washing, in order to be effective.

### **Methods and Importance of Physical Distancing, Face Coverings, and Hand Hygiene**

The County advised County employees of the methods and importance of physical distancing, face coverings, and hand hygiene, including hand washing.

Specifically, the County trained and instructed County employees on 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.

Further, the County trained and instructed County on the proper use of face coverings and the fact that face coverings are not respiratory protective equipment.

### **PHYSICAL DISTANCING**

The County requires that all County employees be separated from other persons by at least six (6) feet, except where the County can demonstrate that six (6) feet of separation is not possible and where there is momentary exposure while persons are in movement.

The County has adopted several methods by which it increases physical distancing including, but not limited to, the following: (1) providing County employees the opportunity to telework or engage in other remote work arrangements; (2) reducing the number of persons in an area at one time, including visitors; (3) posting visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel; (4) adopting staggered arrival, departure, work, and break times; and (5) adjusting work processes or procedures, such as reducing production speed, to allow greater distance between employees.

When it is not possible for County employees to maintain a distance of at least six (6) feet, the County requires individuals to be as far apart as possible.

## FACE COVERINGS

### Face Covering Requirement

The County provides face coverings to County employees and requires that such face coverings are worn by employees and individuals at County worksites and facilities.

County policy adheres to orders and guidance provided by the CDPH and the local health department, including as provided at the following web address:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>

The County's policy on the use of face coverings ensures that they are worn over the nose and mouth when indoors, when outdoors and less than six (6) feet away from another person, and where required by orders from the CDPH or local health department.

The County's policy requires that face coverings are clean and undamaged. The County's policy allows for face shields to be used to supplement, and not supplant face coverings.

The County's policy provides for the following exceptions to the face coverings requirement:

When an employee is alone in a room.

While eating and drinking at the workplace, provided employees are at least six (6) feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.

Employees wearing respiratory protection in accordance with section 5144 or other title 8 safety orders (8 C.C.R. 5144 is available at the following web address: <https://www.dir.ca.gov/title8/5144.html>).

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.

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, and the unmasked employee shall be at least six (6) feet away from all other persons unless unmasked employees are tested at least twice (2x) weekly for COVID-19.

### **Required Use of Effective Non-Restrictive Alternative for Employees Exempted from Face Covering Requirement**

The County's policy requires that County employees who are exempted from wearing face coverings due to a medical condition, mental health condition, or disability wear an effective non-restrictive alternative, such as a face shield with a drape on the bottom, if their condition or disability permits it.

### **Physical Distancing Required If Employee Is Not Wearing Face Covering or Non-Restrictive Alternative**

The County's policy requires that any employees not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six (6) feet apart from all other persons unless the unmasked employees are tested at least twice (2x) weekly for COVID-19.

However, the County does not use COVID-19 testing as an alternative to face coverings when face coverings are otherwise required by this section.

#### **Prohibition on Preventing Employees from Wearing Face Covering**

The County does not prevent any County employee from wearing a face covering when wearing a face covering is not required by this section, unless not wearing a face covering would create a safety hazard, such as interfering with the safe operation of equipment.

#### **Communication to Non-Employees Regarding Face Covering Requirement**

The County posts signage to inform non-employees that the County requires the use of face coverings at County worksites and facilities.

### **OTHER ENGINEERING CONTROLS, ADMINISTRATIVE CONTROLS AND PERSONAL PROTECTIVE EQUIPMENT (PPE)**

#### **Policies to Reduce COVID-19 Hazards Originating from Persons Not Wearing Face Coverings**

The County has developed COVID-19 policies and procedures to minimize employees' exposure to COVID-19 hazards originating from any persons not wearing a face covering, including a member of the public.

These policies include requiring that employees and non-employees wear face coverings at County worksites and facilities, that County employees wear face coverings at other times, maintain physical distance from persons not wearing a face covering, and observe proper hand hygiene.

#### **Installation of Solid Partitions Between Workstations Where Physical Distancing is Not Possible**

At fixed work locations where it is not possible to maintain the physical distancing requirement at all times, the employer shall install cleanable solid partitions that effectively reduce aerosol transmission between the employees and other persons.

#### **Maximization of Outdoor Air**

As provided above at Section IV.B.5., for indoor County worksites and facilities, the County evaluated how to maximize the quantity of outdoor air.

Further, for County worksites and facilities with mechanical or natural ventilation, or both, the County has maximized the quantity of outside air provided 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 letting in outdoor air by other means would cause a hazard to County employees, for instance from excessive heat or cold.

## **Cleaning and Disinfecting Procedures**

The County's cleaning and disinfecting policy requires the following:

Identifying and regularly cleaning and disinfecting frequently touched surfaces and objects, such as doorknobs, elevator buttons, equipment, tools, handrails, handles, controls, bathroom surfaces, and steering wheels. The County will inform employees and authorized employee representatives of cleaning and disinfection protocols, including the planned frequency and scope of regular cleaning and disinfection.

Prohibiting the sharing of personal protective equipment and to the extent feasible, items that employees come in regular physical contact with such as phones, headsets, desks, keyboards, writing materials, instruments, and tools. When it is not feasible to prevent sharing, sharing will be minimized and such items and equipment shall be disinfected between uses by different people. Sharing of vehicles will be minimized to the extent feasible, and high touch points (steering wheel, door handles, seatbelt buckles, armrests, shifter, etc.) shall be disinfected between users.

3. Cleaning and disinfection of areas, material, and equipment used by a COVID-19 case during the high-risk exposure period.

Further, the County requires that cleaning and disinfecting must be done in a manner that does not create a hazard to County employees or subcontracted employees.

## **Evaluation of Handwashing Facilities**

In order to protect County employees, the County evaluated its handwashing facilities in order to determine the need for additional facilities, encourage and allow time for employee handwashing, and provide employees with an effective hand sanitizer.

The County encourages County employees to wash their hands for at least 20 seconds each time.

The County provides hand sanitizers with methyl alcohol.

## **Personal Protective Equipment (PPE)**

County policy provides for PPE.

The County evaluates the need for PPE, such as gloves, goggles, and face shields, to prevent exposure to COVID-19 hazards and provides such PPE as needed.

In accordance with applicable law, the County evaluates the need for respiratory protection when the physical distancing requirements, as provided herein, are not feasible or are not maintained.

In accordance with applicable law, the County will provide and ensure use of respirators in accordance when deemed necessary by Cal/OSHA through the Issuance of Order to Take Special Action.

In accordance with applicable law, the County will provide and ensure use of eye protection and respiratory protection when County employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

## **REPORTING, RECORDKEEPING AND ACCESS**

## **Reporting Serious COVID-19 Illnesses and Deaths to Cal/OSHA**

In accordance with applicable law, the County will immediately report to Cal/OSHA any serious COVID-19-related illnesses or deaths of County employees occurring at a County worksite or facility or in connection with any employment.

Further, in accordance with applicable law, the County will record any serious work-related COVID-19-related illnesses or deaths.

## **Maintenance of Records Related to the Adoption of the CPP**

In accordance with applicable law, the County will maintain records of the steps taken to implement this CPP.

## **Availability of the CPP for Inspection**

The County will make this written CPP available to employees and employee organizations at County worksites or facilities.

Further, the County will make this written CPP available to Cal/OSHA representatives immediately upon request.

## **Records Related to COVID-19 Cases**

The County will keep a record of and track all COVID-19 cases with the following information: (1) employee's name; (2) contact information; (3) occupation; (4) location where the employee worked; (5) the date of the last day at the workplace; and (6) the date of a positive COVID-19 test.

In accordance with the Confidentiality of Medical Information Act (CMIA) and applicable law, the County will keep the employees' medical information confidential.

In accordance with the CMIA and applicable law, the County will make this information available to employees and employee organizations with personal identifying information removed. The County will also make this information available as otherwise required by law.

## **EXCLUSION OF COVID-19 CASES**

### **Exclusion of COVID-19 Cases from County Worksites and Facilities**

The County will ensure that COVID-19 cases are excluded from the workplace until the individual satisfies the minimum return to work criteria provided for in Section IV.K.

### **Exclusion of Employees with Close Contact COVID-19 Exposures from County Worksites and Facilities**

#### **1. Close Contact Exclusion Period**

Unless the employee is covered by the limited exception described below, the County will exclude employees with close contact COVID-19 exposure from the workplace for 10 days after the last known close contact COVID-19 exposure. In order for the employee to return to work after the 10<sup>th</sup> day of quarantine, the employee must satisfy the following conditions: (1) be asymptomatic; (2) wear a face covering at all times; (3) maintain a distance of at least six (6) feet from others; (4) self-monitor for COVID-19 symptoms; and

(5) if symptoms do appear, immediately isolate, contact the local health department or health care provider, and seek testing.

## **2. Limited Exception to Close Contact Exclusion Period**

If the following conditions are satisfied, the County will exclude the following employees with close contact COVID-19 exposure from the workplace for seven (7) days after the last known close contact COVID-19 exposure:

- (1) There is a critical staffing shortage when there is insufficient staff to provide patient care, emergency response services or face to face social services to clients in the child welfare system or in assisted living facilities;
- (2) There is an asymptomatic employee who provides such services (i.e., health care workers, police officers, firefighters and social service workers) who has had a close contact COVID-19 exposure;
- (3) The employee who had the close contact COVID-19 exposure received a Polymerase Chain Reaction (“PCR”) COVID-19 test after the fifth (5<sup>th</sup>) day following the close contact COVID-19 exposure;
- (4) The employee’s PCR COVID-19 test returned a negative result;
- (5) The employee wears a surgical face mask at all times during work through the 14<sup>th</sup> day following the close contact COVID-19 exposure; and
- (6) The employee maintains a distance of at least six (6) feet from others; self-monitors for COVID-19 symptoms; and if symptoms do appear, immediately isolate, contact the local health department or health care provider, and seek testing.

### **Provision of Benefits to County Employees Excluded from Work as a Result of a Positive COVID-19 Test or Diagnosis or a Close Contact COVID-19 Exposure**

#### **Employees Who Are Able to Telework During Isolation or Quarantine Period**

The County will allow employees who are able to telework, and are able and available to work, to telework during the isolation or quarantine period. The County will provide these employees their normal compensation for the work that they perform for the County during the isolation or quarantine period.

#### **Employees Who Are Unable to Telework During Isolation or Quarantine Period**

The provision of benefits described below does not apply to either: (1) County employees who the County can demonstrate that the close contact COVID-19 exposure was not work-related; and (2) County employees who are unable to work for reasons other than

protecting employees and non-employees at County worksites and facilities from possible COVID-19 transmission. Such employees may still use paid sick leave for the purpose of receiving compensation during the isolation or quarantine period if they elect to do so.

For other employees, the County will require that employees who are unable to telework, but are otherwise able and available to work, to use paid sick leave in order to receive compensation during the isolation or quarantine period. County employees retain their entitlement to elect not to use other earned or accrued paid leave during this time. The County may provide such employees who are unable to telework, but who do not have any paid sick leave available, paid administrative leave in order to receive compensation during the isolation or quarantine period.

For all employees who are subject to an isolation or quarantine because of a COVID-19 case or a close contact COVID-19 exposure, the County will maintain the employees' seniority and all other employee rights and benefits, including the employees' right to their former job status, during the isolation or quarantine period.

The County may consider benefit payments from public sources, including under the FFCRA and Labor Code section 248.1 (until December 31, 2020 or longer if FFCRA leave and/or Labor Code section 248.1 leave is extended), in determining how to maintain earnings, rights and benefits, where permitted by law and when not covered by workers' compensation.

#### **Adherence with Laws, Policies, and/or Agreements Providing Excluded Employees Greater Protections**

The obligations set forth in this section do not limit any other applicable law, County policy, or collective bargaining agreement that provides County employees with greater protections or benefits.

#### **Provision of Information Concerning Benefits to Excluded Employees**

At the time of exclusion, the County will provide the excluded employees the information on benefits to which the employees may be entitled under applicable federal, state, or local laws.

This includes any benefits available under workers' compensation law, the FFCRA, Labor Code sections 248.1 and 248.5, Labor Code sections 3212.86 through 3212.88, **[any applicable local governmental requirements]**, the County's own leave policies, and leave guaranteed by contract.

### **RETURN TO WORK CRITERIA**

#### **Minimum Criteria to Return to Work for Symptomatic COVID-19 Cases**

County policy requires that COVID-19 cases with COVID-19 symptoms remain at their home or place of residence and not report to any County worksite or facility until they satisfy each of the following conditions:

1. At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications;
2. COVID-19 symptoms have improved; and
3. At least 10 days have passed since COVID-19 symptoms first appeared.

## **Minimum Criteria to Return to Work for Asymptomatic COVID-19 Cases**

County policy requires that COVID-19 cases who tested positive but never developed COVID-19 symptoms not report to any County worksite or facility until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.

### **COVID-19 Testing Not Required in Order to Return to Work**

In accordance with CDC guidance concerning symptom-based strategies for the discontinuation of isolation, the County does not require employees submit to a COVID-19 test, or produce a negative COVID-19 test result, in order to return to work.

### **Minimum Criteria to Return to Work for Employees Directed to Self-Quarantine or Isolate by a State or Local Health Official**

If employees are subject to an isolation or quarantine order issued by a state or local health official, County policy requires that the employees not report to any County worksite or facility until the period of isolation or quarantine is completed or the order is lifted.

If the order did not specify a definite isolation or quarantine period, then the period shall be 10 days from the time the order to isolate was effective, or 10 days from the time the order to quarantine was effective.

### **Allowance by Cal/OSHA for an Employee to Return to Work**

If there are no violations of state or local health officer orders for isolation or quarantine, Cal/OSHA may, upon request, allow employees to return to work on the basis that the removal of employees would create undue risk to a community's health and safety.

In such cases, the County will develop, implement, and maintain effective control measures to prevent transmission in the workplace including providing isolation for the employees at the County worksite or facility and, if isolation is not possible, the use of respiratory protection in the workplace.