

The university has reviewed Alameda County Shelter in Place and Face Coverings Order and is complying with and implementing measures identified in the Orders.

Individual Control Measures and Screenings:

- All employees are required to perform a self-assessment daily for COVID-19 symptoms and potential exposure to COVID-19 prior to coming to campus.
- Employees who are sick, exhibiting symptoms of COVID-19, or have had close contact with someone who has COVID-19 in the last 14 days are directed to stay home and follow the Alameda County Public Health Department's Criteria for Returning to Work after Isolation or Quarantine guidelines.
- All personnel are required to wear face coverings when on campus. Face covering is required in common and shared spaces and areas where other people are present. There are signage throughout campus reminding employees and visitors of the requirement.
- Medical grade surgical masks and N95 respirators are reserved for healthcare staff and medical responders, and affected employees have been trained on their proper usage.

Cleaning and Disinfecting Protocols

- Commonly touched surfaces in high traffic areas and communal spaces (breakroom, restrooms, elevators) are being disinfected twice daily. Handrails and door handles are being disinfected at least daily.
- Hand sanitizer stations are provided in high traffic areas, and there are signage throughout the buildings to promote frequent handwashing and hand hygiene.
- Cleaning supplies are provided for employees to maintain their workspaces as needed, and each department has developed a cleaning and disinfecting protocol to ensure shared equipment, workspaces, and commonly touched surfaces are disinfected throughout the day.
- Cleaning products used meet the Environmental Protection Agency (EPA)'s- approved for use against COVID-19 list.
- Soap and water are available to all employees in all restrooms and break rooms.

Physical Distancing Guidelines

- Maximum occupancy for breakrooms, workrooms, conference rooms, elevators, and restrooms have been reduced to allow space for physical distancing. Signage have been posted in these areas to remind employees and users of social distancing requirements.
- All employees have been instructed to maintain 6 ft. from others whenever feasible.
- Where a line may form, tape or other markings (at least 6 ft. apart) is being placed on the floor, establishing where individuals should stand to maintain adequate physical distancing.
- All desks or individual workstations are separated by at least 6 ft. apart. Physical barrier will be used if workstations and/or employees cannot physically distance.

Notification of COVID-19 Positive Case at your Worksite

- If an employee is diagnosed with COVID-19, Alameda County Public Health will provide assistance in the assessment of potential worksite exposures, and any recommended testing, quarantine, or isolation instructions.

Training

- All employees are required to complete COVID-19 awareness training. The training will cover the following topics: information from the CDC on COVID-19, how to prevent it from spreading, and high risk populations; symptoms of COVID-19; daily health screening or self-assessment prior to coming to campus; the importance of staying home when ill; when to seek medical attention; the importance of washing hands frequently; proper use of cleaning solutions and disinfectants; proper use of face coverings; and the importance of physical distancing.