

Health and Safety Program

COVID-19 Advisory DTSC Field Activities

This Advisory is intended to provide guidance to mitigate the risks associated with the coronavirus disease (COVID-19) for field activities. Situations surrounding the pandemic are evolving and information will be continually monitored to update/revise this Advisory as needed. DTSC will follow all federal, state, and local directives.

TRAINING

- Review [mandatory information from CDC](#) with Supervisor prior to any field work every week.
- Conduct daily COVID-19 reminder briefing at the beginning of each day of field work.

TRAVEL

- Maintain single occupancy in state vehicles at all times.
 - When it is necessary to transport one passenger, both vehicle occupants must wear cloth face coverings (without exhalation valves) that cover the mouth and nose at all times. Occupants must be separated by at least 3 feet at all times.
 - Windows must be kept open and the ventilation system set to fresh air, unless;
 - (1) The vehicle has functioning air conditioning in use and the outside temperature is greater than 90 degrees Fahrenheit.
 - (2) The vehicle has functioning heating in use and the outside temperature is less than 60 degrees Fahrenheit.
 - (3) Protection is needed from weather conditions, such as rain or snow.
 - (4) The vehicle has a cabin air filter in use and the U.S. EPA Air Quality Index for any pollutant is greater than 100.
- Wipe down interior surfaces (steering wheel, console, dashboard, and parking brake) of state vehicles.
 - Use disinfectant wipes provided by DTSC, or an U.S. EPA-approved cleaning chemical, prior to and after use.
 - Each cleaning chemical has a minimum contact time that must be followed.
- Use a paper towel/napkin or gloves to handle gas pump when refueling vehicles.
- Place all waste in its proper receptacle.

Consult the Health and Safety Program prior to every field visit. December 7, 2020

FIELD ACTIVITIES

- Stay home if you are sick.
- **Maintain a minimum of six feet of social distancing** from all other personnel on site including when interviewing site workers and conducting a close visual inspection.
 - If social distancing cannot be maintained or staff are inside a structure, a cloth face covering (without exhalation valves) that covers the mouth and nose must be worn.
 - Two disposable face coverings per day will be issued to each DTSC staff person for field activities (one for use in the morning hours, and one for use in the afternoon hours). Staff may wear face shields in addition to face coverings.
 - Face coverings are not respirators; respirator requirements supersede the use of face coverings.
- If outside, remain upwind of potential contamination and crosswind to others on the site.
- For indoor field activities, avoid small spaces or meeting rooms and wear cloth face coverings (without exhalation valves) that cover the mouth and nose at all times.
 - Staff must only enter rooms where six foot of social distancing may be maintained at all times.
- Discuss process operations and documentation review outdoors to the extent feasible.
- Gloves are optional unless directed on the HARP form.
- Dispose of all gloves in a proper receptacle.
- Do not place items on surfaces.
- Carry a satchel or bag for items you need in the field.
- Do not bring food, drinks, makeup, or other personal hygiene items onto field sites.
- Sanitize and return all equipment.

HYGIENE

- **Avoid touching your face.**
- Wipe down all work supplies (e.g., pens, clipboards, tablets) with a DTSC-provided disinfectant or an [U.S. EPA-approved](#) cleaning chemical prior to and after each shift.
 - Each cleaning chemical has a minimum contact time that must be followed.
- Place all waste in its proper receptacle.
- Do not use work supplies from other employees or people.
- Wash hands frequently and, at a minimum, prior to departing for a field site and prior to leaving a field site.
 - For fixed facilities, utilize facility water and soap.
 - For sites without soap and/or running water, Regional Administrative Services will have handwash kits available for checkout.
 - Field hand-sanitizer packs will also be provided to supplement handwashing kits.
 - Hands must be washed with soap and water vigorously for at least 20 seconds and dried thoroughly.

LOCAL MUNICIPALITIES

- Review and follow any local public health orders related to COVID-19.
 - Where local public health orders are more stringent, these orders must also be followed.

ADDITIONAL RESOURCES

- Centers for Disease Control - <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
- California for All: COVID-19 - <https://covid19.ca.gov/>
California Department of Public Health -
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/ncov2019.aspx>
- California Governor's Office of Emergency Services - <https://www.caloes.ca.gov/>
- DTSC SharePoint site - <https://cadtsc.sharepoint.com/SitePages/COVID-19-Guidance-Information.aspx>