COVID-19 Mitigation Measures

COVID-19 Worksite Specific Safety Plan

Overview: On March 19, 2020, the State Public Health Officer and Director of the California Department of Public Health issued an order requiring most Californians to stay at home to disrupt the spread of COVID-19 among the population. To meet statewide industry guidance directives seeking to reduce the risk of COVID-19 in the workplace, the following information is being provided to support development of COVID-19 Worksite Specific Safety Plans (WSSPs). The plan is designed to be completed by departments and includes minimum state requirements and unit-specific operating procedures.

Key elements and prevention practices of this plan include:
- Physical distancing to the maximum extent possible
- Frequent handwashing
- Regular cleaning
- Use of face coverings (where respiratory protection is not required)
- Training employees through the use of the COVID-19 Returning to Work Training e-course, COVID-19 Prevention Plan, Worksite Specific Safety Plan, and installation of building signage.
- Completing/documenting this plan prior to having faculty and support staff returning to on-site work in the department.
- Completing/documenting the Approved Employee Roster Template identifying returning employees.
- Retaining signed copies of Worksite Specific Safety Plan Training Record Form (**page 18 only**) locally at the department level. DO NOT SUBMIT with WSSP/Roster.
- Academic and Research Departments: Submit completed plan (**pages 1-17 only**) to your respective Building Committee
- Non-Academic/Research Departments: Submit completed plan (**pages 1-17 only**) electronically to: ehs-covid19wssp@ucsb.edu

Revised October 26, 2020

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Purpose:

This document provides minimum requirements for:

Psychological & Brain Sciences

to support a clean environment for University personnel and others working or entering the facility. The guidance is based on state directives and is not intended to revoke or repeal any employee rights, either statutory, regulatory or collectively bargained, and is not exhaustive, as it does not include county health orders, nor is it a substitute for any existing safety and health-related regulatory requirements such as those of Cal/OSHA (California Occupational Safety & Health Administration). Organizational units should follow changes to public health guidance and state/local orders and update plans as needed as the COVID-19 situation continues to evolve.

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Worksite Specific Safety Plan Training Record Form

Identification of Responsible Person(s)

Individuals responsible for implementing and updating the plan, as well as evaluating its effectiveness, include:

Department Officer/MSO/DSR	Email	Phone
Christine Griffin	cgriffin@ucsb.edu	209-612-4790
Department Head	Email	Phone
Mike Miller	mbmiller@ucsb.edu	805-698-9540
Building Committee Chair	Email	Phone
Mike Miller	mbmiller@ucsb.edu	805-698-9540

Facilities and Locations Included in the Scope of Plan

The following facilities and locations are covered by this Worksite Specific Safety Plan:

Department Name	Building(s) / Room(s)
Psychology	551
Psychology East	251
Bio2	Rooms: 7137, 7165A, 6210, 6205, 6170
BIOE	0203, 0212

Compliance Evaluations and Deficiency Correction

Compliance with the stated protocols and procedures provided in the Worksite Specific Safety Plan are the responsibility of each University of California employee. The health and wellbeing of our UC personnel, their families and members of the surrounding community is of the utmost importance and requires on-going diligence to mitigate the spread and impacts of COVID-19.

Responsible persons will coordinate and facilitate monitoring of the WSSP as noted below:

- Ensure employees have access to hand washing facilities and/or proper hand sanitizers.
- Monitor the work environment, including office spaces, common areas, conference rooms and dining areas, to ensure that furniture configurations, workflow and general employee/pedestrian traffic patterns support adequate physical distancing protocols.
- Document and retain employee training on the WSSP protocols and procedures.
- Document corrective actions to mitigate any noted WSSP deficiencies or COVID-19 workplace hazards.

Risk Assessment and Control Measures

Risk assessment criteria and guidance is based on current details and directives provided by the Centers for Disease Control and Prevention (CDC), California Department of Public Health (CDPH), Cal-OSHA and the local county health officer. As new information becomes available or is updated by these agencies, control measures and protocols associated with this COVID-19 Worksite Specific Safety Plan are adjusted accordingly.

The likelihood of a COVID-19 community or work-related outbreak may increase as operations are resumed. All personnel must remain diligent to limit COVID-19 outbreaks by following control measures outlined in the Worksite Specific Safety Plan.

Among them is the "[Daily COVID-19 Screening](#)" faculty and staff must complete before arriving on campus. The screening is designed to validate/confirm they are not experiencing any symptoms of COVID-19.

More information and guidance on transitioning staff back to the on-site workplace may be found at the [California Department of Public Health Guidance - Office Workspaces](#).

Universal Prevention Measures for All Employees

The following universal prevention measures and accompanying guidance should be followed by all employees while working and interacting with others in the facility. The

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universal prevention measures include hand washing, avoiding close contact with individuals, using and caring for face coverings, and shielding coughs and sneezes.

Hand Washing

- Wash hands often with soap and water for at least 20 seconds, especially after being in a public place, or after blowing your nose, coughing or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of hands and rub them together until they feel dry.
- Avoid touching eyes, nose or mouth with unwashed hands.

Avoid Close Contact

- Close contact with people who are sick should be avoided, even those within the same household.
- A minimum distance of six feet should be maintained between individuals and others who are not part of their households.
    - Remember that some people may be able to spread COVID-19 even if they are not presenting symptoms.
    - Avoid gatherings of large groups.
    - Stay out of crowded places and avoid mass gatherings.
    - Keeping a distance of at least six feet from others is especially important for people who are at higher risk of getting very sick.

Face Coverings/Enhanced Cleanliness

- COVID-19 can be transmitted to others even by those who do not feel sick.
- Everyone should wear a face covering when they are out in public, are interacting with co-workers and/or are in the workplace.
- The face covering protects other people from those who might be infected.
- Do NOT use a facemask meant for a healthcare worker.
- Wash your hands frequently throughout the day (i.e. every time you are returning to your personal workspace).
- Maintain physical distancing (at least 6 feet, or 2 meters) between yourself and others.
- **Face coverings are not a substitute for physical distancing.**
- Employees who have a medical condition that prohibits them from wearing a face covering should inform their supervisors and departmental HR representatives for guidance.

Note the following with regards to face coverings:

- Face coverings are not personal protective equipment (PPE) as the protection they provide the wearer is limited.
- Face coverings can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.
- Employees should wash or sanitize hands before and after putting on, removing, or adjusting face coverings.

- Employees should avoid touching their faces — eyes, nose and mouth in particular.
- Face coverings should be washed after each shift.

Coughs and Sneezes

- If you are in a private setting and are not wearing your cloth face covering, remember always to cover your mouth and nose with a tissue when you cough or sneeze; or cough or sneeze into the inside of your elbow.
- Dispose of used tissues in the trash.
- Immediately wash hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean hands with a hand sanitizer that contains at least 60% alcohol

Cleaning Protocols

Enhanced cleaning procedures are implemented to decrease the probability of coronavirus workplace exposure. They include:
- Requiring employees to clean personal work areas often and provide time for workers to implement cleaning practices before and after shifts.
- Avoiding sharing phones and other office equipment and work supplies wherever possible.
- Never sharing PPE such as gloves, safety glasses or respiratory protection.
- When office equipment is shared, it is cleaned between shifts or uses, whichever is more frequent, with a cleaner appropriate for the surface. In addition to telephones, these include copiers, fax machines, printers, keyboards, staplers, surfaces in reception areas and shared workstations.

The Centers for Disease Control has a [list of approved disinfectants](#) against viruses, including COVID-19.

Other Equipment Cleaning Protocols (document as appropriate)

Enhanced cleaning procedures are implemented to decrease the probability of coronavirus workplace exposure. They include:

·   Requiring employees to clean personal work areas often and provide time for workers to implement cleaning practices before and after shifts.
·   Avoiding sharing phones and other office equipment and work supplies wherever possible.
·   Never sharing PPE such as gloves, safety glasses or respiratory protection.
·   When office equipment is shared, it is cleaned between shifts or uses, whichever is more frequent, with a cleaner appropriate for the surface. In addition to telephones, these include copiers, fax machines, printers, keyboards, staplers, surfaces in reception areas and shared workstations.
·   Lab-specific cleaning procedures will be reviewed and approved by the Psychological and Brain Sciences Building Committee.

Physical Distancing Protocols

A variety of measures have been implemented to support physical distancing (6 feet — or 2 meters — or greater) between employees and individuals working in the office. EH&S has provided signage for building entrances, elevator areas, common spaces and restrooms. Where there is not at least 6 feet distance between sinks, certain restroom sinks remain functional to promote physical distancing measures. Departments are responsible for establishing traffic flow of entrance and exit routes.
Additional physical distancing protocols:

- Building occupancy cannot exceed approved capacity limits.
- Telework options are a primary consideration wherever possible.
- Installing physical partitions or visual cues (e.g. floor markings or signs to indicate where employees should stand).
- Modifying office spaces, cubicles, etc. and decreasing the capacity for conferencing and meeting to ensure workspaces allow for physical distancing of greater than 6 feet (2 meters) between employees.

- Closing or restricting common areas; using barriers or increasing physical distance between tables/chairs where personnel are likely to congregate and interact, such as kitchenettes and break rooms; and discouraging employees from congregating in high traffic areas such as bathrooms, hallways, and stairwells.
- Establishing directional hallways and passageways for foot traffic, if possible, to prevent employees from passing one another (See Entering and Exiting the Department for specific details).
- Designating separate routes for entry and exit into office spaces to help maintain physical distancing and lessen the instances of people closely passing each other (See Entering and Exiting the Department for specific details).
- Observing occupancy limits in elevators and wearing face coverings in all common spaces.
- Utilizing administrative controls, when feasible and necessary, to limit the number of employees at the office at one time. This may include scheduling (e.g. staggering start/end times), establishing alternating days for onsite reporting, returning to the office workspace in phases, or continued use of telework when feasible.
- Staggering employee breaks, within compliance with wage and hour regulations, to maintain physical distancing protocols.
- Discontinuing nonessential travel and encouraging distance meetings via phone and internet.
- Avoiding handshaking and similar greetings that violate physical distance requirements.

Other Physical Distancing Protocols (document as appropriate)

Personnel Capacity

Under normal operating procedures, there are typically ~300 UCSB personnel that require access to the Psychology complex (285 faculty, staff, grad/u-grad researchers, postdoctoral researchers, and scientists (categories 1-4) + 15 other campus personnel (categories 5-8)). *This number does not include research participants or undergraduate*

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students. Under normal procedures, the estimated personnel for Psychology East (Building 251) is 55 and 245 for Psychology (Building 551)

During COVID, we have implemented administrative controls to track access using a QR code that personnel must scan, which takes them to an access log that collects the person's name, reason for the visit, duration of the visit and locations that will be visited. The access log is monitored regularly to ensure that we do not exceed capacity. The 15% capacity limit at any given point in time is 45 people, and the 25% capacity limit is 75. Since implementing this system in July, our average <u>total</u> <u>daily</u> Psychology complex accesses is below 20, <50% of the 15% capacity limit at any given point in time. Our average hourly occupancy is highest during the hours of 11 am-3 pm and it is currently below 5 personnel (<2% of our personnel during normal operating procedures).

Entering and Exiting the Department

Only personnel who have submitted and passed the Health Screening (i.e., Appendix A) may gain access to the PBS Building Complex. In an effort to reduce transmission, foot traffic will be directed from an initial signed access point. The main approach is to maximize one-way traffic patterns, take advantage of existing physical barriers to separate two-way traffic, and to limit two-way passages with no physical barrier.

Assumptions/Limitations: When possible personnel will limit use of the elevator. In the case of an emergency, revert to standard procedures.

There are various types of user-groups that use the PBS complex:

1. Faculty
2. Staff
3. Graduate Students
4. Research personnel: Post-docs/ Scientists/Specialists/Undergrad RAs
5. Facilities Maintenance Workers
6. Custodial workers
7. Delivery People
8. Campus Administrative People
9. Research participants
10. Undergraduate Students

The traffic plan emphasized Groups 1-4, which will need access during the initial re-open phases. Groups 5-8 will also need access and have been included in the plan. Undergraduate students will likely be the last to need access. With some adjustments, the current plan can accommodate advising and face-to-face classroom activities.

The traffic plan for all floors of the PBS complex is shown in <u>Figures 1-7.</u> If possible, all seating on the PBS ground floor should be arranged or marked to ensure 6' distance.

Prior to traveling to campus. All personnel must complete an online Daily Screening Survey.

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Access to PBS Complex. All access to the PBS Building Complex must be routed

Ground Floor (Figure 1). Personnel and research subjects must check in at the PBS Access Point (#1), which will be marked by a sign positioned at the south side of the complex between Buildings 551 and 251. The access point is designed to minimize contact and direct the flow of traffic: it will not be staffed and check in will be done via a Google form accessible from the personnel's own device. The url and a QR code will be on the access point sign (see Appendix). Research subjects must be met at the main access point by an escort. Personnel can navigate to their workplace. If in building 551, the primary access point is the south side of the 1500 hallway (#2). Generally, only personnel who require access to the 1300 hallway should use #3, except as needed to gain access to the hydration station in the 1600 hallway. #8 is intended for personnel who have already checked in at the Access Point (e.g., graduate students coming from the student offices). If in building 251, personnel can access the main office by the south door and the other levels of 251 via the south stairs. Exit from 551 is from #4, #6, or #7. Exit from 251 is from #12. The south west stairwell (#4) is generally to be used for one-way traffic down to lower floors, however, two-way traffic is permitted to access the hydration station in the 1600 hallway.

Deliveries can access the shop via #3 and exit via #4 (or #5). Facilities and custodial can access and exit from #5.

Figure 1: PBS Complex Ground Floor
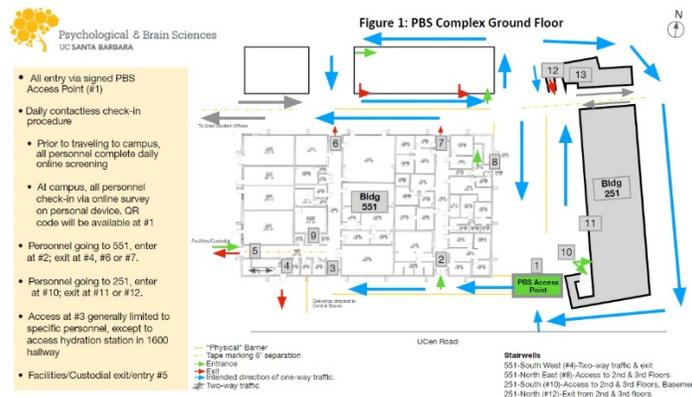
Building 551 2nd Floor (Figure 2): Personnel will access from the North East stairwell. One-way direction of traffic provides access to all spaces. Exit from South West stairwell. Note, the accesses to the stairwells are two-way traffic to allow 2nd floor personnel access to 3rd floor (via north east stairwell) and 3rd floor personnel access to 2nd floor (via south west stairwell). Access from 251 is permitted via catwalk.

Figure 2: Building 551 2nd Floor

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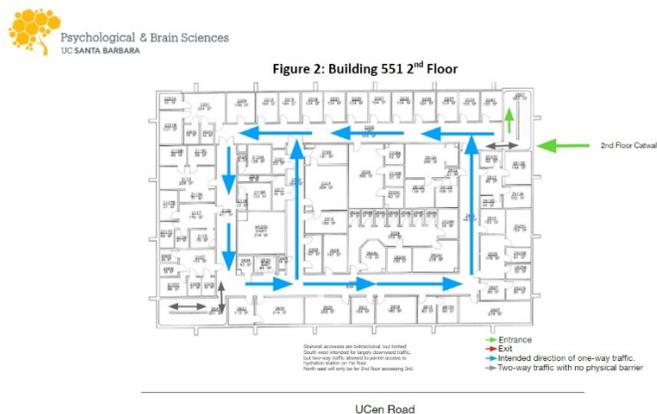
Building 551 3rd Floor ([Figure 3](#)): Personnel will access from the North East stairwell. One-way direction of traffic provides access to all spaces. Exit from South West stairwell. Note, there is two-way traffic in the North East corner to allow passage to the 3rd floor of 251. Also, if the old vivarium is not passable, there will be two-way passage on the small section of the 3500 hallway.
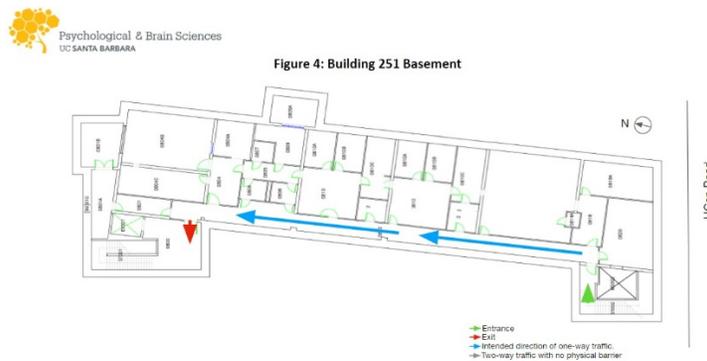

Figure 3: Building 551 3rd Floor
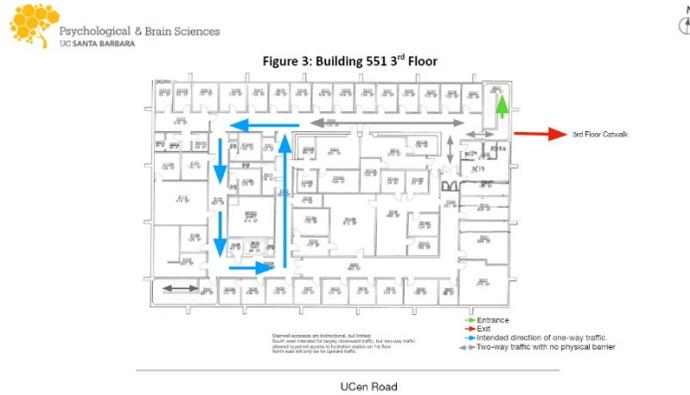
Building 251 Basement ([Figure 4](#)): Access from south stairwell. One-way traffic. Exit from north stairwell.

Figure 4: Building 251 Basement

Building 251 1st Floor ([Figure 5](#)): Access by south door and exit from the north door. One-way traffic and single occupancy in the mail room (Room 1816). There two-way traffic along the corridor.

Figure 5: Building 251 1st Floor

Mailroom Access (Room 1816, Building 251)
• One-way traffic
• 1 person at a time only
• Use posted signs to indicate occupancy
• Wipe all contact points before retrieving mail
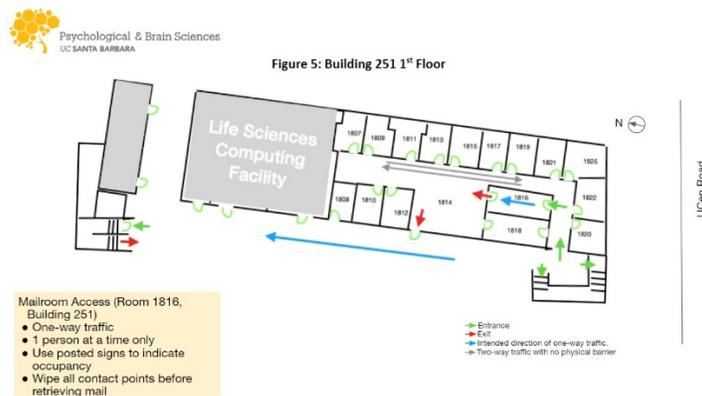
Building 251 2nd Floor (Figure 6): Access to hallway at south entrance. Exit at the middle of the building. If the teaching lab is closed, then there will be two-way traffic outside by the restrooms and between the restrooms and the catwalk. Access to 551 via the catwalk.

Figure 6: Building 251 2nd Floor
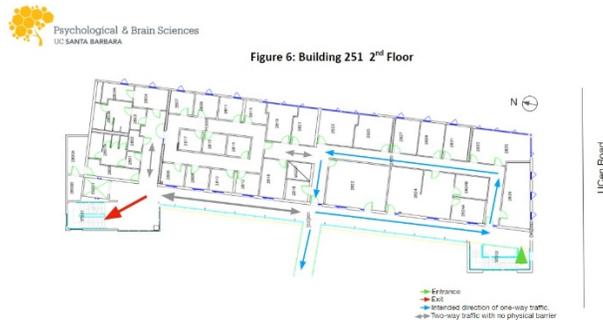
Building 251 3rd Floor (Figure 7): Entrance at south stairs, exit at north stairs. One-way passage within the hallway is virtually impossible here, without forcing folks to go down to the second floor. Personnel are encouraged to move from the south to the north, going down to the 2nd to regain access to the 3rd, if at all possible. Otherwise, use care when moving from north to south in the hallway.

Figure 7: Building 251 3rd Floor

EH&S can provide assistance in evaluating physical distancing or workstation layout.

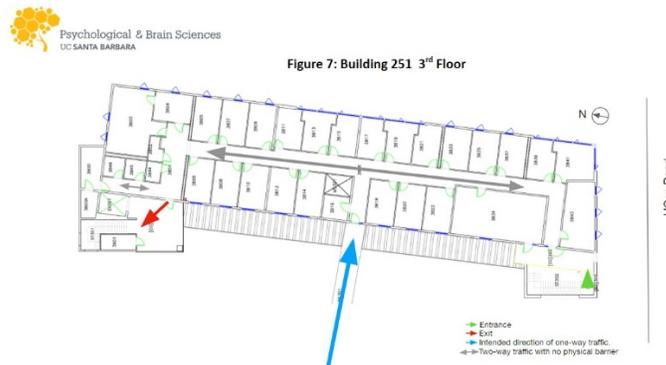EH&S can be reached at (805) 893-2860 or email at ehs-covid19wssp@ucsb.edu

Training and Communication

Employees must review the available training materials and Worksite Specific Safety Plan as part of returning to work and resuming operations. The WSSP Training Record Form is used to document completed training.

The employee must review all departmental-specific COVID Reopening materials and procedures available at: https://psych.ucsb.edu/pbs-reopening-information.

The employee must complete the COVID-19 return to work training module available at learningcenter.ucsb.edu and review the campus COVID-19 safety presentation: https://docs.google.com/presentation/d/14udvvXDuKfHozP-5QwUMqGBvXd1W2G5MeYV2zCPHL94/edit#slide=id.g74f909f512_0_66

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Know How COVID-19 Spreads

- Currently no vaccine exists to prevent coronavirus disease 2019 (COVID-19).
- The best way to prevent illness is to avoid being exposed to the virus.
- The virus is thought to spread mainly through person-to-person contact such as:
    - Between people who at a distance of 6 feet — or 2 meters — or less for at least 15 minutes.
    - Through respiratory droplets produced when an infected person coughs, sneezes or talks. These droplets can land in the mouths or noses of people nearby or can be inhaled into the lungs.
- Recent studies have indicated that COVID-19 may be spread by people who are not showing symptoms.

Know the Symptoms and Self-Monitor

People with COVID-19 have had a wide range of symptoms reported, ranging from mild to severe.

According to CDC, symptoms may appear anywhere from 2 to 14 days following 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

These are the most common symptoms; other less common symptoms also have been reported.

If you or someone you live with are exhibiting any of these symptoms or have been diagnosed with COVID-19, do not report to work. Seek appropriate medical care as needed and inform your supervisor or the responsible person as soon as possible.

Look for **emergency warning signs[1]** 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

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

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- Inability to wake or stay awake
- Bluish lips or face

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.

COVID-19 Case Investigation and Local Health Contact

Self-monitoring, screening, rapid identification of COVID-positive individuals and effective contract tracing are critical to mitigating COVID-19. The following measures will be used to support COVID-case investigations.

- Require employees to conduct "Daily COVID-19 Screening" prior to reporting to work.
- Quickly identify employees with COVID-like symptoms for further isolation guidance and medical evaluation including testing if appropriate.
- Follow UC Santa Barbara COVID-19 Flow Chart (attached below).
- Contact COVID-19 Hotline at ucsb.edu/COVID-19-information/reporting or (805) 893-3113 to report a confirmed/suspected case.
- Collaborate with the Santa Barbara Public Health Department on contact tracing of faculty, staff and students who test positive for COVID-19.
- Require employees to report any known exposure to COVID-19.

Questions related to COVID-19 case investigations should be directed to supervisors or the WSSP Responsible Person.

The WSSP Responsible Person will coordinate communication and follow up with the Local Health Contact.

COVID-19 Reporting Protocol and Flowchart: Protocol for Staff, Faculty and Students Who are Confirmed to Have COVID-19

<u>Individuals</u>

- Staff and faculty members should immediately alert their supervisor or faculty advisor. They also should report their positive case on the Reporting COVID-19 page or by calling or (805) 893-3113.
- Students should contact Student Health or call (805) 893-7129 to speak with the advice nurse or receive additional information.
- Provide Campus COVID-19 Response Team and Santa Barbara County Public Health Department with data needed for contact tracing, including the date of testing and the date any symptoms began.
- Follow medical advice regarding treatment and isolation.
- Do not return to work or other campus activities until cleared to do so.

<u>Supervisor/Faculty Advisor</u>

- Immediately alert the appropriate department staff and Building Point of Contact, maintaining confidentiality to the greatest extent possible.

- Report case on the [Reporting COVID-19](#) page or by calling or by calling (805) 893-3113. The Campus COVID-19 Response Team will work with the Santa Barbara County Public Health Department to identify any close contacts who may need to quarantine and assist with any necessary communications.
- Gather information about potential close contact that may have occurred between the affected individual and others in the 48 hours prior to start of symptoms or positive COVID-19 test result, and last date, time and place the individual was on campus.
- Close or restrict access to impacted area(s) and work with EHS to develop a cleaning and restoration plan.
- Work with the Building Point of Contact to post signage alerting users of restricted areas, closures and exposure investigation.

Building Point of Contact

Immediate Response

- Report case to the Campus COVID-19 Response Team using the [Reporting COVID-19](#) page or by calling (805) 893-3113. The team will work with the Santa Barbara County Public Health Department to identify any close contacts who may need to quarantine and assist with any necessary communications.
- In collaboration with the COVID-19 Response Team, determine which individuals should be deemed "close contacts" for other general notification purposes. Schedules and door records associated with the affected individual may be helpful.
- Provide information on [options for COVID-19 testing](#) to concerned individuals.
- Provide updates as appropriate via email while making all efforts to protect the confidentiality of the affected individual.

Continuing Response

- Work with EH&S to develop and execute a plan for cleaning and reopening of affected locations. Contact EH&S at (805) 893-2860 or [ehs-covid19wssp@ucsb.edu.](#)
- Review all activities of individuals, supervisors and building staff to ensure compliance with infection control protocols.
- Update Standard Operating Procedures and training protocols as needed.
- Report schedule for reopening to Building Point of Contact, who will coordinate scheduling with users.
- Reopening will only occur with the approval of the department chair, using guidance from Santa Barbara County Public Health Department and the UCSB COVID-19 Response Team.

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Reporting Flow Chart

Individuals

 Staff/Faculty alerts supervisor and reports the case on the Reporting COVID-19 page or by calling (805) 893-3113.

 Students contact Student Health or call (805) 893-7129 to speak to the advice nurse or for additional information.

 Necessary data is provided to the UCSB COVID-19 Response Team and Santa Barbara County Public Health Department for contact tracing.

Supervisor or

 Immediately alert Building Point of Contact of positive result, maintaining confidentiality to the greatest extent possible.

 Ensure case has been reported to UCSB COVID-19 Response Team at ucsb.edu/COVID-19-information/reporting or (805) 893-3113 and help indentify close contacts.

 Work with the Building's Point of Contact to alert users of exposure investigation.

Building Point of Contact

 Work with UCSB COVID-19 Response Team to notify close contacts and provide general notifications, maintaining confidentiality to the greatest extent possible.

 Continue to work with EHS to develop and execute a plan for cleaning affected locations.

 Building Point of Contact will alert users if there are any closures or restricted areas.

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Specific Responsibilities

Supervisor or Administrator:

- Gathers information regarding person who tested positive for COVID-19:
    - Name, birthdate, email address and contact phone number
    - Role on campus — faculty, staff or student worker
    - Workplace details
    - Date of COVID-19 positive test result
    - Type of COVID-19 test (if known)
    - Date symptoms started
    - Last date/time/place on campus
    - Identify buildings from when last on campus
- List of who has been notified by individual and supervisor or administrator

Building Point of Contact:

- Pulls access card activity data for person who tested positive for COVID-19:
    - Impacted areas.
    - Entire Building (if available)
- Communicates relevant details/updates to faculty, staff, managers and building occupants/users.
- Communicates information to group members and external users.

Department Head (or designee)

- Relays information to UCSB COVID-19 Response Team. Gathers and submits:
    - All information above
    - Notification dates and times
    - Documentation of significant actions (meetings, planned facility shutdowns, etc.)
    - Contact information for all individuals who may have been impacted from
    - Building Attestation Forms

Specific Contact Information

Primary Building Point of Contact	Email	Phone
Mike Miller	mbmiller@ucsb.edu	805-698-9540
Secondary Building Point of Contact	Email	Phone
Christine Griffin	cgriffin@ucsb.edu	209-612-4790
Department Head	Email	Phone
Mike Miller	mbmiller@ucsb.edu	805-698-9540
Department Head Designee	Email	Phone

COVID-19 Reporting Roles and Resources

Santa Barbara County Public Health Department (SBCPHD)

- Takes into consideration issues such as:
    - Whether personal protective equipment was being used
    - Type of location, length of exposure, physical distancing, use of PPE
    - Community prevalence of disease
    - Any other associated positive cases when they make their determinations
- All criteria used varies with each situation
- *SBCPHD has the responsibility for contact tracing.*

UCSB COVID-19 Response Team

- Contacts SBCPHD and provides any information necessary to make their determinations; serves as the liaison between SBCPHD and affected department.
- UC Santa Barbara follows guidelines and determinations of the SBCPHD
    - If SBCPHD directs the University to obtain more testing, the COVID-19 Response Team:
        - Helps the faculty, staff and students obtain that testing
        - Acts on any further positive results
- Helps the Department notify the staff/students that may have been exposed
- Confidentially notifies Chancellor's Office and campus leadership as appropriate

Centers for Disease Control Standard of Cleaning if Someone Tests Positive for COVID-19

- Close off affected areas used by the person who tested positive
- Open outside doors and windows to increase air circulation in area if possible
- Wait at least 24 hours before cleaning area
- Clean all areas used by infected personnel, such as offices, bathrooms, common areas, and all shared equipment such as, tablets, touch screens, keyboards, remote controls, etc.
- Vacuum space if needed using high-efficiency particle air (HEPA) filter
    - Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum
    - Consider temporarily turning off room fans and central HVAC system that services room or space, so that particles that escape from vacuuming will not circulate throughout building

Sources

"Cal/OSHA and Statewide Industry Guidance on COVID-19." *Cal/OSHA.* Retrieved 2020-07-12

"Interim Guidance for Businesses and Employers Responding to Coronavirus Disease 2019 (COVID-19), May 2020." *CDC.* Retrieved 2020-07-12

California Department of Public Health: COVID-19 Employer Playbook – Returning to Work (Pages 14-17) Updated 2020-07-28

Worksite Specific Safety Plan Training Record Form
Employee: Submit this signed page to your department.
Department: Retain signed copies locally as the official record holder.

Prior to resuming operations and returning to work, all personnel must:
- Review the UC Santa Barbara COVID-19 Returning to Work Training e-course
- Read and Review the Worksite Specific Safety Plan (WSSP)
- Receive job-specific or task-specific COVID-19 prevention training as needed

Once the noted Learning Activity or noted job or task specific COVID-19 prevention training has been completed, the training record form should be initialed, dated and returned to supervisor or the WSSP Responsible Person.

Initial	Date	Learning Activity
		Review UC Santa Barbara COVID-19 Returning to Work Training e-course
		Read and Review the Worksite Specific Safety Plan

Initial	Date	Job or Task Specific Training

By signing this document, I acknowledge that I have received training regarding the above items. I understand that it is my responsibility to follow the Worksite Specific Safety Plan and to implement measures that mitigate the potential of a COVID-19 outbreak.

_____   _____   _____

Printed Name   Signature   Date

Note: Department is the official record holder. Retain/file local department copy.

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UC SANTA BARBARA

	DEPARTMENT		
	NAME	SCHEDULE	DATE WSSP SIGNED
1	**Ron Kieflen**	Variable 8am-8pm	11/19/2020
2	Jose Chavira	Variable 8am-8pm	11/16/2020
3	Sophie Peterson	Variable 8am-8pm	11/20/2020
4	Brenda Wu	Variable 8am-8pm	11/13/2020
5	Amanda Maheras	Variable 8am-8pm	11/14/2020
6	**Barry Giesbrecht**	Variable 9am-5pm	11/12/2020
7	**Miguel Eckstein**	Variable 8am-6:30pm	11/20/2020
8	Nicole Han	Variable 8am-6:30pm	11/13/2020
9	Devi Klein	Variable 8am-6:30pm	11/20/2020
10	Sudhanshu Srivastava	Variable 8am-6:30pm	11/20/2020
11	Puneeth Chakravarthula	Variable 8am-6:30pm	11/14/2020
12	Shravan Murlidaran	Variable 8am-6:30pm	11/20/2020
13	Hossein Mehrzadfar	Variable 8am-6:30pm	11/202020
14	Aditya Jonnalagadda	Variable 8am-6:30pm	11/20/2020
15	**Ikuko Smith**	Variable 8am-4pm	11/17/2020
16	Yiyi Yu	Variable 8am-4pm	11/13/2020
17	Che-Hang Yu	Variable 8am-4pm	11/16/2020
18	Joe Canzano	Variable 8am-4pm	11/20/2020
19	Joseph Alzagatiti	Variable 8am-4pm	11/16/2020
20	**Skirmantas Janusonis**	Variable 8am-4pm	11/13/2020
21	Kasie Mays	Variable 8am-4pm	11/13/2020
22	Melissa Hingorani	Variable 8am-4pm	11/13/2020
23	Justin Haiman	Variable 8am-11pm	11/13/2020
24	**Tod Kippin**	Variable 8am-Midnight	11/13/2020
25	Julian Gerson	Variable 8am-Midnight	11/15/2020
26	Kevin Honeywell	Variable 8am-Midnight	11/16/2020
27	Nicole Emmons	Variable 8am-Midnight	12/1/2020
28	Chelsea Brown	Variable 8am-Midnight	11/16/2020
29	Martin Kurnik	Variable 8am-Midnight	11/16/2020
30	Alexandra Downs	Variable 8am-Midnight	12/1/2020
31	Alejandro Chamarro	Variable 8am-Midnight	11/15/2020

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32	Gabriel Ortega	Variable 8am-Midnight	11/14/2020
33	Kaylyn Leung	Variable 8am-Midnight	12/1/2020
34	Lisa Fetter	Variable 8am-Midnight	12/1/2020
35	Murat Erdal	Variable 8am-Midnight	12/1/2020
36	Jenny Gibson	Variable 8am-Midnight	11/16/2020
37	Michael Mrazek	Variable 8am-Noon	11/17/2020
38	**Karen Szumlinski**	Variable 8am-Midnight	11/13/2020
39	C. Leonardo Jimenez Chavez	Variable 8am-Midnight	11/13/2020
40	Laura Huerta Sanchez	Variable 8am-Midnight	11/20/2020
41	Samantha Scudder	Variable 8am-Midnight	11/17/2020
42	Eliyana Van Doren	Variable 8am-Midnight	11/14/2020
43	Fernando Cano	Variable 8am-Midnight	11/20/2020
44	**Scott Grafton**	Variable Essential as Needed	11/14/2020
45	Mario Mendoza	M 10am-12pm Th/F 1pm-6pm	11/20/2020
46	Maggie Hays	T/W 10am-2pm	11/20/2020
47	Alexandra Stump	F 12pm-5pm	11/15/2020
48	**Michael Beyler**	Variable 9am-5pm	11/16/2020
49	Justin Kasowski	Variable 9am-5pm	11/13/2020
50	Byron Johnson	Variable 9am-5pm	11/20/2020
51	Christine Griffin	Variable essential as needed	11/12/2020
52	Joe Jablonski	Variable essential as needed	11/16/2020
53	Jacek Smits	Variable essential as needed	11/15/2020
54	Shane Zheng	Variable essential as needed	11/16/2020
55	**David Sherman**	M 10:30am-2pm	11/13/2020
56	**Heejung Kim**	M 12:30pm-4pm	11/14/2020
57	**Tommy Sprague**	Variable as needed	11/17/2020
58	Daniel Thayer	TBD 2-hour window	11/15/2020
59	Kelvin Lam	TBD 2-hour window	11/16/2020
60	**Mike Miller**	TBD 2-hour window	11/19/2020
61	Evan Layer	TBD 2-hour window	11/20/2020
62	**Emily Jacobs**	TBD 2-hour window	11/17/2020
63	**Zoe Liberman**	9am to 12pm & 2pm-5pm	11/16/2020
64	Noa Dukler	9am to 12pm & 2pm-5pm	11/20/2020
65	Bailey Immel	9am to 12pm & 2pm-5pm	11/13/2020
66	Shreya Sodhi	9am to 12pm & 2pm-5pm	11/15/2020

| 67 | Elizabeth Quinn | 9am to 12pm & 2pm-5pm | 12/2/2020 |