

Note: These practices are current as of the revision date. Since the COVID-19 pandemic is evolving rapidly, extra diligence should be used in watching for updates to these practices.


What is the hazard?

COVID-19 is the respiratory illness caused by the SARS-CoV-2 virus (a.k.a., novel coronavirus). The virus is spread primarily from person-to-person through respiratory droplets and contact. The latest information regarding COVID-19 is available on the U.S. Centers for Disease Control (CDC) website (<https://www.cdc.gov/coronavirus/2019-ncov/index.html>). This website should be regularly reviewed in order to stay current on the dynamics of the disease, including its risks, symptoms, and current guidance on prevention and what to do if you are sick.

What safe work practices should be followed?

The following general guidance should be followed by all Point Reyes National Seashore Association (PRNSA) visitors. Additional more specific practices tailored to specific areas and operations may also apply. All visitors should be familiar with these additional practices within the areas they are entering. Questions regarding COVID-19 safety should be directed to the COVID-19 Safety Coordinator, **Biret Adden, Education Director, (415) 663-1200 x 304.**

Max Occupancy Recommendations – Clem Miller Environmental Education Center

		<table border="1"> <tr> <td>Max Occ</td> <td>89</td> </tr> <tr> <td>25% Occ</td> <td>22</td> </tr> <tr> <td>50% Occ</td> <td>45</td> </tr> </table>		Max Occ	89	25% Occ	22	50% Occ	45	6ft Distance	4ft Distance
Max Occ	89										
25% Occ	22										
50% Occ	45										
Building	Area										
Annex	Infirmary	2	3								
Annex	Summer Camp Office	2	4								
Annex	Sleeping Room 1	2	4								
Annex	Sleeping Room 2	2	4								
Annex	Laundry and Shower Room (1 stall)	2	4								
Annex	Restroom (single)	1	1								
Bathhouse	Showers (5 stalls)	3	5								
Bathhouse	Restrooms (4 stalls)	3	4								
Cabins	Cabin 1	10	16								
Cabins	Cabin 2	10	16								
Cabins	Cabin 3	10	16								
Cabins	Cabin 4	10	16								
Cabins	Cabin 5	15	20								
Main Lodge	Main Room	23	46								
Main Lodge	Library	12	20								
Main Lodge	Office	2	4								
Main Lodge	Kitchen	4	8								
Main Lodge	Storage Room	2	4								



MEDICAL SCREENING

1. *Symptoms & Exposure.* Visitors must screen themselves for symptoms of COVID-19 and not come on site if symptoms are noted, if a positive COVID-19 test is obtained or if they have been in close contact with or otherwise exposed to a known or suspected case of COVID-19. Visitors should not come on site until they have been cleared to do so by a medical professional following CDC guidance. CDC guidance on symptoms is located at: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.
2. *At Risk Persons.* Some individuals are at higher risk of serious complications from COVID-19, including older adults and people of any age who have serious underlying medical conditions. More information is available at: <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/people-at-higher-risk.html>. If a visitor feels they are at greater risk, they should consult with a medical professional prior to engaging in campus-based activities.



PHYSICAL DISTANCING

1. *Recommended Physical Distance.* Maintain at least six feet of distance between yourself and others at all times. More distance and more physical barriers between people are better.
 - a. Visiting programs and groups choosing to reduce distancing in accordance with their internal COVID-19 Safety policies must maintain documentation of contact tracing for all contacts less than six feet lasting longer than 15 minutes (cumulative over a 24 hour period).



PERSONAL HYGIENE

1. *Hand Hygiene.* Clean your hands often and avoid touching your eyes, nose, and mouth with unwashed hands. Avoid handshakes or physical contact with others. Wash hands with soap and water for at least 20 seconds. If soap and water are not readily available, use a proper hand sanitizer (e.g., 70% isopropyl alcohol). Cover all surfaces of your hands and rub them together until they feel dry. CDC guidance is located at: <https://www.cdc.gov/handwashing/when-how-handwashing.html>, and WHO guidance at: <https://www.who.int/gpsc/5may/resources/posters/en/>.
2. *Sneezing & Coughing.* Cover your mouth and nose when coughing or sneezing with a tissue, then throw the tissue in the trash and wash hands. If no tissue is available, then cough and sneeze into your elbow.



PROTECTIVE EQUIPMENT

1. *Masks.* Surgical, paper or cloth masks (a.k.a., face coverings) must be worn at all times, including while using restrooms unless:
 - *Outdoors and 6ft distanced*
 - *Eating/Drinking while 6ft distanced*
 - *Using the shower*
 - *Sleeping*
 - a. Visiting programs and groups choosing to adopt masking exemptions for vaccinated persons in accordance with CDC Guidance and their internal COVID-19 Safety policies must continue to follow the state mandated universal masking protocols for public spaces.
2. *Additional Protective Equipment.* Requirements for any other protective equipment (e.g., gloves, face shields) must be coordinated through your contact in advance.



ENVIRONMENTAL CLEANING

1. *What to Clean.* Communal surfaces and items should be cleaned/disinfected before and after use. Alternatively, practice good hand hygiene before & after use.
2. *Disinfection.* Decisions regarding cleaning and disinfection of areas and surfaces impacted by a confirmed case will be conducted by PRNSA following any reported incident investigation.



ADDITIONAL PRACTICES

1. *Case Incident Response.* If you are known or suspected to have COVID-19 and believe you may have exposed people on site, notify your PRNSA contact immediately. A case incident response assessment will be performed to evaluate who was potentially exposed, and what surfaces were potentially contaminated. Notification to affected parties will be provided as appropriate and a cleaning/disinfection plan will be implemented.

2. *Ventilation.* To the extent feasible, effort should be made to increase outdoor air ventilation and filtration of air within the space. Where applicable, increase filtration on HVAC systems to MERV 13 or higher and modify the system to maximize outside air intake. If possible, HVAC systems should be programmed to run in “fan” mode starting 2 hours prior to building occupancy until at least 2 hours post-occupancy. Where present, the use of exhaust fans should be encouraged.

Windows and doors should remain open unless:

- The temperature is <60F or >90F
- The AQI is >100 (EPA Air Now)
- Other environmental factors present a greater hazard (i.e. wind, snow, hail, rain, etc.)

3. *Vaccination.* While vaccination is strongly encouraged, visitors are not currently required to disclose vaccination status to any PRNSA staff. The current CDC guidance regarding vaccinated persons can be found by following this link: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html>