

# **Delta Ferry Authority**

## **COVID-19 Workplace Hazard Procedures**

It is the policy of our ferry operation to take every possible action to protect employees from COVID-19 illness. Cal-OSHA, has determined COVID-19 is a workplace hazard. To help prevent the transmission of illness our company will establish and implement the following procedures.

### **Employee Training on COVID-19**

1. Training topics include:
  - What is COVID-19 and how it is spread
  - Preventing spread of COVID-19
  - Symptoms of COVID-19
  - Importance of handwashing/hand sanitizer/coughing and sneezing etiquette
  - Face cover/mask requirements
  - Safely using cleaners and disinfectants

### **Procedures to Help Prevent the Spread of COVID-19**

1. Employees with acute respiratory illness symptoms will be sent home immediately or to medical care as needed.
2. Alert your healthcare provider immediately if you think you may be infected with COVID-19, including if you have been exposed to someone with the virus and have signs/symptoms of infection.
3. Upon learning that someone from our operation has been infected with COVID-19, we will notify the appropriate local health department. Contact information can be found below.

#### Health Agencies:

Contra Costa Health Services	925-957-5400
Sacramento County Health Services	916-875-5881
San Joaquin County Public Health Services	209-468-3411

4. We encourage sick workers to stay home with no repercussions for missing work. Additional information is available to employees who become ill with COVID -19 or are caring for an ill family member.
5. Advise employees who stay home with symptoms not to return to work until at least 24 hours since last fever and improvement of symptoms and 10 days have passed since symptoms first appeared (per CDC guidelines).
6. Hand-washing facilities readily accessible to all employees.
  - Restrooms are clean and sanitary.
  - Hand-washing/sanitizing facilities are located at or near the restrooms.
  - Time is allowed for frequent hand washing.
7. Equipment should be cleaned and disinfected before each shift. The products are used following manufactures instructions.

## **Procedures to Increase Physical Distancing**

When combined with the use of face covers, physical distancing is an infection control measure that can stop or slow down the spread of an infectious disease by limiting contact between people. Safe physical distancing means maintaining a distance of at least six feet from other people.

1. Physical distancing should be practiced outdoors and in structures.
2. Face mask will be worn when in close proximity to other employees or the general public.
3. Employees will be encouraged to avoid large gatherings and practice physical distancing at all times.
4. Passengers will be required to remain in vehicles while riding on ferry
5. Paper tickets will no longer be physically exchanged to avoid unnecessary contact with passengers.
6. Ferry meetings will be conducted outdoors or via teleconference.