

Model COVID-19 Prevention Program (CPP)

With some exceptions, all employers and places of employment are required to establish and implement an effective written COVID-19 Prevention Program (CPP) pursuant to an Emergency Temporary Standard in place for COVID-19 (California Code of Regulations (CCR), Title 8, section [3205\(c\)](#)). Cal/OSHA has developed this model program to assist employers with creating their own unique CPP tailored to their workplace.

Employers are not required to use this program. Employers may create their own program or use another CCP template. Employers can also create a written CCP by incorporating elements of this program into their existing Injury and Illness Prevention Program (IIPP), if desired. Cal/OSHA encourages employers to engage with employees in the design, implementation and evolution of their COVID-19 Prevention Program.

Using this model alone does not ensure compliance with the emergency temporary standard. To use this model program effectively, the person(s) responsible for implementing the CPP should carefully review:

- All of the elements that may be required in the following CCR, Title 8 sections:
 - [3205, COVID-19 Prevention](#)
 - [3205.1, Multiple COVID-19 Infection and COVID-19 Outbreaks](#)
 - [3205.2, Major COVID-19 Outbreaks](#)
 - [3205.3, Prevention in Employer-Provided Housing](#)
 - [3205.4, COVID-19 Prevention in Employer-Provided Transportation to and from Work](#)
 - The four [Additional Considerations](#) provided at the end of this program to see if they are applicable to your workplace.
- The additional guidance materials available at www.dir.ca.gov/dosh/coronavirus/



November 2020

COVID-19 Prevention Program (CPP) for St. Pius X - St. Matthias Academy

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

Date: March 15, 2021

Authority and Responsibility

The leadership team at St. Pius X- St. Matthias Academy (Mrs. Veronica Zozaya, Mr. Moises Delgado, Ms. Washington and Mr. Tony Beza) has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment. This CPP references the "Return to School Safer Plan " which outlines all herein in greater detail.

Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix B: COVID-19 Inspections form** as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.
- No unauthorized persons in classrooms, no spectators at athletic practice
- We have entrance and exit protocols for each classroom (involving sanitizing desk, hands).
- We have one-way hall ways.
- Facial coverings are worn at all times by all persons in all common areas.

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by: completing the Employee Certification Link of the LA County Health Dept.

Employee Participation

Employees and their authorized employees representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by: All students, faculty, and staff answer a health questioner daily in addition to a temperature screening before entering campus,

Employee screening

We screen our employees by: Directly screening employees when they come to work, or having them self-screen using an online form according to CDPH guidelines. Ensure that face coverings are used during screening by both screeners and employees and, if temperatures are measured, that non-contact thermometers are used.

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions; practices or procedures will be documented on the **Appendix B: COVID-19 Inspections** form, and corrected in a timely manner based on the severity of the hazards, as follows:

The school administration has created a COVID-19 task force that includes the Principal, Asst. Principal of Operations, Director of Business and Finance, Director of Athletics, Director of Character & Discipline, Plant Manager and Administrative Assistant.

This task force meets frequently to discuss major concerns or implementation of new procedures.

The Plant Manager and Asst. Principal of Operations meet weekly to discuss cleaning and disinfecting procedures.

Control of COVID-19 Hazards

Physical Distancing

Where possible, we ensure at least six feet of physical distancing at all times in our workplace by:

- Eliminating the need for workers to be in the workplace – e.g., telework or other remote work arrangements.
- Visitors are prohibited from classroom and student common areas during class time on Campus. Person not enrolled at the school requires an appointment to enter campus.
- Reducing the number of persons in an area at one time, including visitors.
- Visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel.
- Staggered arrival, departure, work, lunches and break times.
 - Student tables are clearly marked with signage ensuring staggered and physically distanced seating
- Adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees.
- Reference section 3205(c)(6) for details]

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

Face Coverings

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than six feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department. Masks can be found at the entrance of the main lobby upon checking in. Any employee may report any other employee to the Principal or Asst. Principal if they are in violation of the face covering policy.

The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.
- Specific tasks that cannot feasibly be performed with face covering, where employees will be kept at least six feet apart.

Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six feet apart from all other persons unless the

unmasked employee is tested at least twice weekly for COVID-19.

Engineering controls

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- All ventilation systems in the building provide fresh air only. No air is recirculate.
- HVAC has Merv 13 filters installed and inspected regularly for replacement as needed.
- The school building has new windows that were installed the summer of 2019. These windows can be easily opened by the staff to provide fresh air for the classrooms and offices as needed.

Cleaning and disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces:

- All classrooms and office areas are cleaned at the end of each day. They are all stocked with a Spray bottle of Disinfectant. Employees are to notify Director of Maintenance for additional supplies are needed.
- After cleaning, all classrooms and office areas are disinfected.
- Disinfection is thru a commercial grade mister. Each floor of the school building has its own mister and the athletics building has its own dedicated mister unit.
- The disinfectant we use is approved by the EPA for use against Covid-19.
- High traffic areas can be disinfected throughout the day as needed quickly and efficiently with the misting machine.

Should we have a COVID-19 case in our workplace, we will implement the following procedures: our Director of Maintenance will sanitize the affected area(s) (if able to identified an isolated area) or entire worksite. The worksite will be closed, if necessary to accomplish proper sanitization prior to employees returning. **See Sanitation video on the school website.**

Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Each employee disinfect the area upon every use will disinfect the items Where there must be sharing, the items will be disinfected, between uses by either the teacher or the student. All areas, which are shared amongst the staff (staff room, copy room, chapel, etc.) receive scheduled cleaning at the end of each school day. All offices are stocked with disinfectant wipes. Employees will request additional items directly with the Plant Manager. Restrooms receive a cleaning mid-day and at the end of the school day.

Hand sanitizing

In order to implement effective hand sanitizing procedures, we:

- Evaluating hand-washing facilities. Hand washing facilities are regularly cleaned through our maintenance person. Hand washing facilities are regularly checked to make sure they are adequately stocked with necessary items such as hand washing soap, paper towel, etc.
- Determining the need for additional facilities. Hand sanitizing stations throughout campus.
- Hand Sanitizers have been placed in each classroom and building. Several hand sanitizing stations have been placed around athletic facilities
- Encouraging and allowing time for employee hand washing.
- Providing employees with an effective hand sanitizer, and prohibit hand sanitizers that contain methanol (i.e. methyl alcohol).
- Encouraging employees to wash their hands for at least 20 seconds each time.

Personal protective equipment (PPE) used to control employees' exposure to COVID-19

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section

5144 when the physical distancing requirements are not feasible or maintained. **[reference section 3205(c)(E) for details on required respirator and eye protection use.]** Each employee is given masks for use while on campus and when teaching in the classroom. Teachers are encouraged to use gloves if necessary. Additional face coverings are available in the front office.

Investigating and Responding to COVID-19 Cases

This will be accomplished by using the **Appendix C: Investigating COVID-19 Cases** form.

Employees who had potential COVID-19 exposure in our workplace will be:

- Notified potential exposure in writing via the "Notice of Potential Exposure to COVID-19" form provided by the Archdiocese of Los Angeles. The notice is also placed in their employee file in accordance with legal requirements
- Offer COVID testing at no cost during working hours. **We have a partnership with Capstone Clinical Laboratory who comes bi-monthly at no cost to them. We also provide a list of local places to get tested.**
- Employees are provided with California Employment Development Department website and Workers' Rights Frequently Asked Questions.

System for Communicating

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- All employees report to the Principal. They can report via-phone.
- Employees can report symptoms and hazards without fear of reprisal to Mrs. Zozaya.
- Our procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness. We will work with them case by case making sure their health is first.
- We have a partnership with Capstone Clinical Laboratory who comes bi-monthly. We also provide a list of local places to get tested.
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.
- Should an employee be exposed we do notify all employees. Then we report to ADLA and Health Department. Then we ask those employees who were in contact to quarantine and get tested. Employees are given Home Isolation Instructions for People with COVID-19. Employees are provided with California Employment Development Department website and Workers' Rights Frequently Asked Questions.

Training and Instruction

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical

- distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- We have provided a link to all teachers to view and get certified. It is not mandatory at this time but highly recommended.
- Students training will be completed both in person on orientation. (Emails, videos and zoom meetings)

Appendix D: COVID-19 Training Roster will be used to document this training.

Exclusion of COVID-19 Cases

Where we have a COVID-19 case in our workplace, we will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known COVID-19 exposure to a COVID-19 case.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This will be accomplished by using any employer provided employee sick and vacation benefits and any additional sick leave benefits relating to Covid-19 that are required by federal and state laws.
- Providing employees at the time of exclusion with information on available benefits.

Reporting, Recordkeeping, and Access

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.
- Report all cases to the Archdiocese of Los Angeles in addition to consultation, cooperation and communication with LA County Health Department.

Return-to-Work Criteria

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:

- At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
 - COVID-19 symptoms have improved.
 - At least 10 days have passed since COVID-19 symptoms first appeared.
 - COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
 - A negative COVID-19 test will not be required for an employee to return to work.
 - If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.
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Veronica Zozaya, Principal

Date: March 15, 2021

Appendix A: Identification of COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Person conducting the evaluation: Veronica Zozaya, Moises Delgado and Ed Wormald

Date: March 15, 2021

Name(s) of employee and authorized employee representative that participated: Veronica Zozaya, Moises Delgado and Ed Wormald and Tony Beza

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation
Hallways	At all times on campus	Transmission, even masked is possible especially when moving/exerting one's self	We have made all the walkways and hallways on campus one way with clear signage and employee redirection of any students who does not clearly comply with the one -way direction of any given hallway.
Restrooms	All restrooms on Campus, twice a daily	Restrooms are visited by students and employees on campus	All students are required to sanitize prior to leaving class to attend a restroom and upon return. There are hand washing stations and sanitizer in all restrooms. All restrooms are cleaned twice a day by custodial staff. Any employee with underlying medical conditions will be designated a bathroom near the chapel.
Lunch Tables	Located outside and physically distance	Lunch tables outside are provided for faculty, staff and students	All lunch tables are outside, appropriately physically distanced and are marked "sit spots" . This mitigation transmission by providing physically distancing, eliminating any person directly across from one another.

			Provide sanitizing spray and hand sanitizer
Senior Square	Used at lunch	For seniors to use for lunch	All lunch tables are outside, appropriately physically distanced and are marked "sit spots" . This mitigation transmission by providing physically distancing, eliminating any person directly across from one another. Provide sanitizing spray and hand sanitizer
COVID 19 STATION	Diagnosed students	For students only	Daily maintenance and sanitized.

Appendix B: COVID-19 Inspections

Date: March 15,2021

Name of person conducting the inspection: Veronica Zozaya, Moises Delgado and Ed Wormald

Work location evaluated: March 22,2021

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Barriers/partitions	Offices only	Ed	
Ventilation (amount of fresh air and Filtration maximized)	All doors and windows on campus occupied classrooms	Ed	
Additional room air filtration	windows opened	Ed	
Hallways	All hallways clearly marked as one way on Campus	Ed	
Administrative			
Physical distancing	In all classrooms and offices on campus	Ed	
Surface cleaning and disinfection (frequently enough and adequate supplies)	At the beginning and end of each class and meeting	Ed	
Hand washing facilities (adequate numbers and supplies)	Sanitizers at the exit and entrance of all classrooms and offices on campus	Ed	
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions	Checking daily by custodial staff and in the solutions room on campus	Ed	
PPE (not shared, available and being worn)	Provided to all staff and students; also additional PPE is available in the office	Ed	
Face coverings (cleaned sufficiently often)	All students, staff and employees have been provided 3 face coverings and have available and free	Ed	
Gloves	Located in office and classrooms Classroom has a kit	Ed	
Face shields	Teachers were offered and available upon request	Ed	
Respiratory protection	Mask were offered and cloth mask as	ED	

	well.		
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Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

Date: [enter date]

Name of person conducting the investigation: [enter name(s)]

Employee (or non-employee*) name:		Occupation (if non-employee, why they were in the workplace):	
Location where employee worked (or non-employee was present in the workplace):		Date investigation was initiated:	
Was COVID-19 test offered?		Name(s) of staff involved in the investigation:	
Date and time the COVID-19 case was last present in the workplace:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	

Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):

Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:			
All employees who may have had COVID-19 exposure and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

*Should an employer be made aware of a non-employee infection source COVID-19 status.

Appendix D: COVID-19 Training Roster

Date: March 15, 2021

Person that conducted the training: Veronica Zozaya, Moises Delgado, Ed Wormald, Tony Beza, Jose Barba

There were several, mandatory trainings in December of 2020 to ensure compliance with all state and county guidance and mandates to return to school safer. We have agendas of meetings. Contact Moises Delgado and Veronica Zozaya for agendas.

Additional Consideration #1

Multiple COVID-19 Infections and COVID-19 Outbreaks

Reference section [3205.1](#) for details.]

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

COVID-19 testing

- We will provide COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
 - All employees in our exposed workplace will be immediately tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
 - After the first two COVID-19 tests, we will continue to provide COVID-19 testing of employees who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
 - We will provide additional testing when deemed necessary by Cal/OSHA.

Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria** requirements, and local health officer orders if applicable.

Investigation of workplace COVID-19 illness

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.

COVID-19 investigation, review and hazard correction

In addition to our CPP **Identification and Evaluation of COVID-19 Hazards** and **Correction of COVID-19 Hazards**, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
 - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
 - Our COVID-19 testing policies.
 - Insufficient outdoor air.
 - Insufficient air filtration.
 - Lack of physical distancing.
- Updating the review:
 - Every thirty days that the outbreak continues.
 - In response to new information or to new or previously unrecognized COVID-19 hazards.
 - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
 - Moving indoor tasks outdoors or having them performed remotely.
 - Increasing outdoor air supply when work is done indoors.

- Improving air filtration.
- Increasing physical distancing as much as possible.
- Respiratory protection.
- [describe other applicable controls].

Notifications to the local health department

- Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.
- We will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. We will continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.

Additional Consideration #2 N/A PMA does not have a major outbreak; this will be instituted should a major outbreak occur

Major COVID-19 Outbreaks

[This section will need to be added to your CPP should your workplace experience 20 or more COVID-19 cases within a 30-day period. Reference section [3205.2](#) for details.]

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

COVID-19 testing

We will provide twice a week COVID-19 testing, or more frequently if recommended by the local health department, to all employees present at our exposed workplace during the relevant 30-day period(s) and who remain at the workplace. COVID-19 testing will be provided at no cost to employees during employees' working hours.

Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees with COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria**, and any relevant local health department orders.

Investigation of workplace COVID-19 illnesses

We will comply with the requirements of our CPP **Investigating and Responding to COVID-19 Cases**.

COVID-19 hazard correction

In addition to the requirements of our CPP **Correction of COVID-19 Hazards**, we will take the following actions:

- In buildings or structures with mechanical ventilation, we will filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems would reduce the risk of transmission and implement their use to the degree feasible.
- We will determine the need for a respiratory protection program or changes to an existing respiratory protection program under CCR Title 8 section 5144 to address COVID-19 hazards.
- We will evaluate whether to halt some or all operations at our workplace until COVID-19 hazards have been corrected
- Implement any other control measures deemed necessary by Cal/OSHA.

Notifications to the local health department

We will comply with the requirements of our **Multiple COVID-19 Infections** and **COVID-19 Outbreaks-Notifications to the Local Health Department**.

Additional Consideration #3 N/A PMA does not provide housing to students or employees.

Additional Consideration #4 N/A PMA does not provide transportation to students and/or employees