

COVID-19 Prevention Program (CPP) for Gateway Science & Engineering, Inc.

Gateway Science & Engineering Inc. (GSE) has been actively monitoring developments related to COVID-19 (aka Coronavirus) in the U.S., and we are providing this communication regarding steps that we can all take to ensure a safe and healthy work environment. This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

Date: November 30, 2020

Authority and Responsibility

Christine Valenzuela, Director of Operations 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/sub-contractors/sub consultants/tenants are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

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 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.
- Evaluations shall be completed on a monthly basis utilizing Appendix A and Appendix B Form.
- We will Evaluate and Classify Worker Exposure to SARS-CoV2.

Employee/Sub Contractor Participation

Employees are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

1. Field Employees/Sub Contractor shall report any possible COVID-19 hazards by notifying Christine Valenzuela, 626-696-1600 or by email at cvalenzuela@Gateway-Sci-Eng.com. Describe the potential hazard and provide supervisor or safety manager's contact information.

Self-Screening Procedures

Before reporting to work, we ask that you self-screen yourself before reporting to work. Typically, human coronaviruses cause mild-to-moderate respiratory illness. Symptoms are wide ranging and can be similar to the flu, including: Fever, Cough, Shortness of breath, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore Throat, New loss of taste or smell and/or Diarrhea.

If you are feeling any symptoms, stay home and call James Villanueva at 626-696-1600 for instructions. We will ask you to complete a private questionnaire to assess risk factors.

IMPORTANT: If you are experiencing severe respiratory symptoms, such as Trouble Breathing, Persistent pain or pressure in your chest, New Confusion, Bluish lips or Face, contact your medical provider immediately.

Employees/Sub Contractor Testing Positive, Have Symptoms or Close Contact with Someone Who has COVID

Do not report to work and call James Villanueva at 626-696-1600.

You will be required to remain at home for a specified period of time before returning to work. Some field personnel may be required to follow Client Return to Work Guidelines or determined if you are able to come to work.

“Close contact” is defined by the CDC as (1) being within approximately six feet of a COVID-19 case for a prolonged period of time [close contact can occur while caring for, living with, visiting, or sharing a health care waiting area or room with a COVID-19 case] (2) having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on). <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-prevent-spread.html#f2>

See [Investigating and Responding to COVID-19 Cases.](#)

See [Appendix G: COVID-19 Possible Exposure Questionnaire](#)

See [Appendix F: COVID-19 Questionnaire with Symptoms](#)

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 severity of the hazard will be assessed and correction time frames assigned, accordingly.
- Individuals are identified as being responsible for timely correction.
- Follow-up measures are taken to ensure timely correction.

Control of COVID-19 Hazards

All tenants, employees, visitors, and guests must observe the following precautions to prevent the spread of COVID-19

Physical Distancing: *During the workday, employees are required to:*

- Where possible, ensure at least six feet of physical distancing at all times in the work place.
- Avoid gatherings in common areas.
- We encourage to use the telephone, video conferencing, emailing documents to conduct business as much as possible.
- If a face-to-face meeting is scheduled, minimize the meeting time, use the conference room and sit at least one yard from each other, avoid person-to-person contact such as shaking hands, wear face masks at all times.

Employee Hygiene/Illness Protocol

- **Face Covering:** Los Angeles County has mandated for businesses open to the public, the requirement that all residents and employees of such businesses wear a cloth type mask or covering as of April 15,

2020. Given this requirement, while GSE is open and operating, we require all GSE staff and consultants to wear a face covering while at work.

Before removing face covering, wash your hands. After removing face covering and discarding, wash your hands.

Make sure your face covering is properly molded to your face not allowing air to flow.

Note: For cloth face coverings, wash them daily in hot water. You should always use a new or clean face mask daily. Do not use the same face covering multiple days.

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

1. When alone in a room.
 2. While eating and drinking at the workplace, provided staff are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
 3. Staff 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.
 4. Specific tasks that cannot feasibly be performed with a face covering, where staff will be kept at least six feet apart.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating and after blowing your nose, coughing or sneezing.
 - Avoid touching your eyes, nose, and mouth with your hands.
 - Use a tissue to cover your cough or sneeze, throw the tissue in the trash, then wash your hands.

Cleaning and Disinfecting

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

- We have adequate supplies in all common areas including Soap, Paper Towels, Hand Sanitizers, and Alcohol Wipes.
- We recommend that you sanitize your work space every morning using Alcohol Wipes. Areas include desk, cell phone, key board, mouse, chair, and telephone. When using common equipment, please wipe area after use and wash your hands.
- Building Management performs nightly cleaning and disinfecting in common areas such as elevator, common employee areas, bathroom, trash removal.

Should we have a COVID-19 case in our workplace, we will implement the following procedures for cleaning and disinfecting:

- We will work with the Building Management to isolate the floor and sanitize materials and equipment etc.
- We will work with COVID case for contact tracing and possible exposure to others and determine risk exposure.

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, equipment, instruments and tools must also not be shared, to the extent

feasible. Where there must be sharing, the items will be disinfected between uses by **sanitizing after use and washing your hands with soap and water.**

Hand sanitizing

In order to implement effective hand sanitizing procedures, we:

- Have evaluated handwashing facilities and have soap, paper towels, and sanitizers available.
- We encourage and allow time for you to wash your hands frequently.
- We have provided employees with an effective hand sanitizer, and prohibit hand sanitizers that contain methanol (i.e. methyl alcohol).
- We encourage staff to wash their hands for at least 20 seconds each time and often.

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.

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:

- Offered COVID-19 testing at no cost during their working hours.
- Extended benefits as detailed in "Exclusion of COVID-19 cases"

System for Communicating

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

- The purpose of this section is to give everyone a comfort level to report without fear to the employer, COVID-19 symptoms, possible COVID-19 exposures and possible COVID-19 hazards at the workplace. This system of communicating will reduce the likelihood of bringing the virus to workplace.
- Access to COVID-19 testing sites. Depending on your county, health care provider, and city, there are many free testing sites available.
 - <https://covid19.lacounty.gov/testing/>
 - <https://occovid19.ochealthinfo.com/testing-resources-orange-county>
 - <https://www.cvs.com/minuteclinic/covid-19-testing>
- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test. All known COVID cases are confidential.
- 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, is provided Section Identification and Evaluation of COVID-19 Hazards.

Instruction and Guidelines

We will provide effective instruction and guidelines that includes:

- Our COVID-19 policies and procedures to protect employees, visitors, guests, co-tenants from COVID-19 hazards. Information is in Section titled [Control of 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:
 1. COVID-19 is an infectious disease that can be spread through the air.
 2. COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 3. An infectious person may have no symptoms.
- All employees will be provided GSE's COVID Prevention Plan (CPP) and instructed to read and sign an acknowledgement that employee understands the CPP.

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

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 it has been demonstrated that the COVID-19 exposure is work related. This will be accomplished by employer-provided employee sick leave benefits, payments from public sources or other means of maintaining earnings, rights and benefits, where permitted by law and when not covered by workers' compensation
- Providing employees at the time of exclusion with information on available benefits.
- This section does not limit any other applicable law and/or company policy that provides for greater protections.

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.

Return-to-Work Criteria

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
 1. At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
 2. COVID-19 symptoms have improved.
 3. 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.

Employee Travel Guidelines

CDC recommends that people avoid all nonessential travel.

- Employees who have traveled internationally must immediately report this to Gateway Science & Engineering Inc. by phone, do not come to work until told to do so.
- If you travelled internationally in the last 14 days: **You are required to stay home for 14 days.** Monitor your health, and practice social distancing for 14 days after you return from travel. Social distancing means staying out of crowded places, avoiding group gatherings with family or friends, and maintaining distance (approximately 6 feet or 2 meters) from others when possible.
- Should you experience some of the health signs of COVID-19, such as fever, coughing, or trouble breathing, contact your doctor. Do not report to work.

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: Christine Valenzuela and Marisela Avila

Date: December 18, 2020

Name(s) of employee and authorized employee representative that participated: Christine Valenzuela and Marisela Avila

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
Elevators	Parking Structure and Office Bldg	Low Risk - Maintenance person is continuously cleaning high touch points)	Secured Floor - Max occupancy in elevators is 4 people
Restrooms	Throughout the day M-Thurs between 8:30-6PM; Fri 9-1PM	Low Risk - Office Staff at a minimum	Sink and antibacterial soap are available
Water/Coffee Station/Microwave	Throughout the day M-Thurs between 8:30-6PM; Fri 9-1PM	Low Risk - Office Staff at a minimum	Sink and antibacterial soap are available directly next to this area.
Refrigerator	Throughout the day M-Thurs between 8:30-6PM; Fri 9-1PM	Low Risk - Office Staff at a minimum	Hand sanitizer and antibacterial alcohol wipes are available throughout the office
Copier	Throughout the day M-Thurs between 8:30-6PM; Fri 9-1PM	Low Risk - Office Staff at a minimum	Hand sanitizer and antibacterial alcohol wipes are available throughout the office
Desk Space	Throughout the day M-Thurs between 8:30-6PM; Fri 9-1PM	Low Risk - Space between desks are more than 6 feet	Hand sanitizer and antibacterial alcohol wipes are available at everyone's desk.
Mailroom	Throughout the day M-Thurs between 8:30-6PM; Fri 9-1PM	Low Risk - Tenants in Building are at a minimum	Hand sanitizer pump is available in the mailroom.

Appendix B: COVID-19 Work Place Inspections

This form is to be used as a guidance to safely operate in office workspaces to support a safe, and clean environment for workers.

Date: December 18, 2020

Name of person conducting the inspection: Christine Valenzuela and Marisela Avila

Work location evaluated: 300 North Lake Avenue, 12th Floor, Pasadena, CA 91101

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering	None	N/A	
Barriers/partitions	None needed	N/A	
Ventilation (amount of fresh air and filtration maximized)	Controlled by Building Management - filters in place	N/A	
Additional room air filtration		N/A	
Desks to be separated at least 6 feet apart	Yes	N/A	
Administrative			
Physical distancing	Yes	N/A	
Surface cleaning and disinfection (frequently enough and adequate supplies)	Yes	N/A	
Hand washing facilities (adequate numbers and supplies)	Yes	N/A	
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions	Yes	N/A	
PPE (not shared, available and being worn)	Readily available	N/A	
Face coverings (cleaned sufficiently often)	Readily available	N/A	
Gloves	Readily available	N/A	
Face shields/goggles	Readily available	N/A	
Respiratory protection	None Needed	N/A	

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:

Name of person conducting the investigation:

COVID-19 Case Investigation Information

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):	

COVID-19 Case Investigation Information

<p>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):</p>	
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<p>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:</p>			
<p>All employees who may have had COVID-19 exposure and their authorized representatives.</p>	<p>Date:</p>		
	<p>Names of employees that were notified:</p>		
<p>Independent contractors and other employers present at the workplace during the high-risk exposure period.</p>	<p>Date:</p>		
	<p>Names of individuals that were notified:</p>		
<p>What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?</p>		<p>What could be done to reduce exposure to COVID-19?</p>	
<p>Was local health department notified?</p>		<p>Date:</p>	

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

Appendix D: COVID-19 Instruction and Guideline Roster

Date:

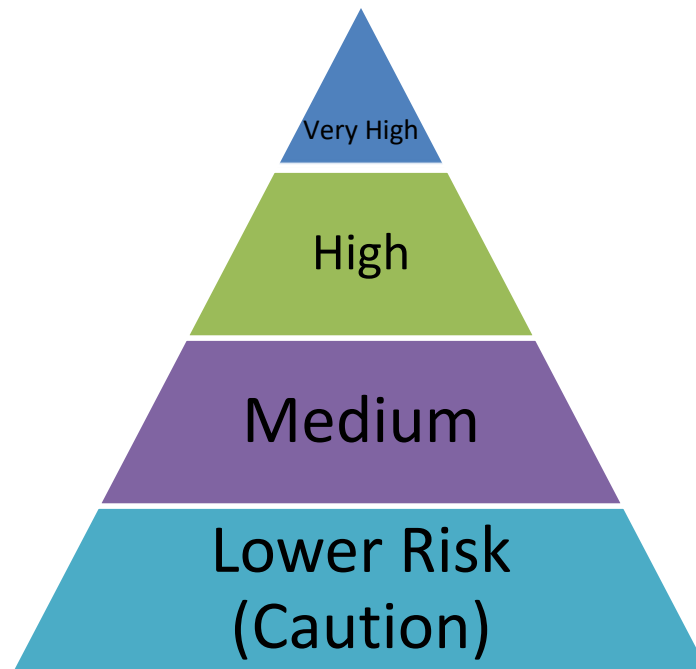
If emailed, attach email response that individuals acknowledge receipt of CPP and have read and understand the guidelines of the CPP. If there is concern of any potential COVID Hazard within the workplace, please email Christine Valenzuela immediately at cvalenzuela@gateway-sci-eng.com.

Name	Signature

Appendix E: Classifying Worker Exposure by Risk Factor

The Occupational Risk Pyramid shows the four exposure risk levels in the shape of a pyramid to represent probable distribution of risk. Most American workers will likely fall in the lower exposure risk (caution) or medium exposure risk levels.

Occupational Risk Pyramid for COVID-19



Very High Exposure Risk

Very high exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19 during specific medical, postmortem, or laboratory procedures. Workers in this category include:

- Healthcare workers (e.g., doctors, nurses, dentists, paramedics, emergency medical technicians) performing aerosol-generating procedures (e.g., intubation, cough induction procedures, bronchoscopies, some dental procedures and exams, or invasive specimen collection) on known or suspected COVID-19 patients.
- Healthcare or laboratory personnel collecting or handling specimens from known or suspected COVID-19 patients (e.g., manipulating cultures from known or suspected COVID-19 patients).
- Morgue workers performing autopsies, which generally involve aerosol-generating procedures, on the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death.

High Exposure Risk

High exposure risk jobs are those with high potential for exposure to known or suspected sources of COVID-19. Workers in this category include:

- Healthcare delivery and support staff (e.g., doctors, nurses, and other hospital staff who must enter patients' rooms) exposed to known or suspected COVID-19 patients. (Note: when such workers perform aerosol-generating procedures, their exposure risk level becomes very high.)
- Medical transport workers (e.g., ambulance vehicle operators) moving known or suspected COVID-19 patients in enclosed vehicles.
- Mortuary workers involved in preparing (e.g., for burial or cremation) the bodies of people who are known to have, or suspected of having, COVID-19 at the time of their death.

Medium Exposure Risk

Medium exposure risk jobs include those that require frequent and/or close contact with (i.e., within 6 feet of) people who may be infected with SARS-CoV-2, but who are not known or suspected COVID-19 patients. In areas without ongoing community transmission, workers in this risk group may have frequent contact with travelers who may return from international locations with widespread COVID-19 transmission. In areas where there is ongoing community transmission, workers in this category may have contact with the general public (e.g., schools, high-population-density work environments, some high-volume retail settings).

Low Exposure Risk (Caution)

Lower exposure risk (caution) jobs are those that do not require contact with people known to be, or suspected of being, infected with SARS-CoV-2 nor frequent close contact with (i.e., within 6 feet of) the general public. Workers in this category have minimal occupational contact with the public and other coworkers.

APPENDIX F: COVID-19 SCREENING QUESTIONNAIRE WHEN SYMPTOMS OCCUR

The safety of our employees/consultants and clients are priority. As the coronavirus (COVID-19) pandemic continues, we are monitoring the situation closely and following the guidance from the Center of Disease Control Prevention (CDC) and local health authorities. In order to prevent the spread of COVID-19 and reduce the potential risk of exposure to our workforce, we are asking everyone to complete and submit this questionnaire so we can assess risk factors.

Please respond to each of the following questions truthfully and to the best of your ability. Your participation is important to help us take precautionary measures to protect you and other people around you.

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.

Name: _____ Phone: _____ Date: _____

When did symptoms start? _____

What symptoms are you experiencing?

Fever Yes No

Chills Yes No

Fatigue Yes No

Cough Yes No

Sneezing Yes No

Aches and pains Yes No

Runny or stuffy nose Yes No

Sore throat Yes No

Nausea, Diarrhea Yes No

Vomiting Yes No

Headaches Yes No

Shortness of breath Yes No

Loss of taste or smell Yes No

In the past 14 days, have you been in close contact/gatherings with people outside your immediate household? Yes No

In the past 14 days, have you been in close contact with anyone who has exhibited any of the above symptoms? Yes No

In the past 14 days, have you been in contact with anyone who has tested positive for COVID-19? Yes No

In the past 14 days, have you traveled outside of the country or out of state? Yes No

Acknowledgement

I hereby certify that the responses provided above are true and accurate to the best of my knowledge.

Signature: _____

Date: _____

Access to worksite (circle one):

Approved

Denied

Capable of working remotely:

Approved

Denied

APPENDIX G: COVID-19 POSSIBLE EXPOSURE QUESTIONNAIRE

The safety of our employees/consultants and clients are priority. As the coronavirus (COVID-19) pandemic continues, we are monitoring the situation closely and following the guidance from the Center of Disease Control Prevention (CDC) and local health authorities. In order to prevent the spread of COVID-19 and reduce the potential risk of exposure to our workforce, we are asking everyone to complete and submit this questionnaire so we can assess risk factors.

Please respond to each of the following questions truthfully and to the best of your ability. Your participation is important to help us take precautionary measures to protect you and other people around you.

As Defined by California Occupational Safety and Health Standards Board in Title 8, Division 1, Chapter 4, Sub chapter 7. General Industry Safety Orders:

“COVID-19 exposure” means being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the “high-risk exposure period” defined by this section. This definition applies regardless of the use of face coverings.

“High-risk exposure period” means the following time period: (1) For persons who develop COVID-19 symptoms: from two days before they first develop symptoms until 10 days after symptoms first appeared, and 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved; or (2) For persons who test positive who never develop COVID-19 symptoms: from two days before until ten days after the specimen for their first positive test for COVID-19 was collected.

Name: _____ Phone: _____ Date: _____

When were you exposed to a confirmed Covid-19 Case?

Were you both wearing masks?

Yes No

Where you within 6 feet of each other for a cumulative total of 15 minutes or greater?

Yes No

When was your last Covid Test and Result?

Do you have symptoms? Yes No

When did symptoms start? _____

What symptoms are you experiencing?

Fever Yes No

Chills Yes No

Fatigue Yes No

Cough Yes No

Sneezing Yes No

Aches and pains Yes No

Runny or stuffy nose Yes No

Sore throat Yes No

Nausea, Diarrhea Yes No

Vomiting Yes No

Headaches Yes No

Shortness of breath Yes No

Loss of taste or smell Yes No

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.

Acknowledgement

I hereby certify that the responses provided above are true and accurate to the best of my knowledge.

Signature: _____

Date: _____

Access to worksite (circle one):

Approved

Denied

Capable of working remotely:

Approved

Denied