

YELLOW BULLETIN

An EBMUD Safety Communication

SITUATION: COVID-19 Pandemic

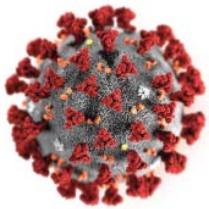
Communication Date: 03/24/20

Coronavirus Disease 2019 (COVID-19) is a respiratory disease that can cause illness ranging from mild to severe in some cases, especially for older adults (65 years or older) or those who have serious underlying medical conditions.

SYMPTOMS & REPORTING

Symptoms may appear in as few as 2 days or as long as 14 days after exposure, and include **cough**, **fever** and **shortness of breath**. If you're experiencing these symptoms, you **must stay home**, separate yourself from others in your home, and **call ahead** before visiting your healthcare provider. Notify your supervisor if you are sick or believe you are sick.

HOW IT SPREADS



Between people in close contact, when an infected person coughs or sneezes and someone else inhales their respiratory particulate, or through surface contact where this particulate is transferred from the hand to the eyes, mouth, or nose.

STEPS TO PROTECT OTHERS



- **Stay home if you're sick.** Begin wearing a facemask around others at the onset of symptoms
- **Cover coughs and sneezes** (immediately wash hands afterwards)



- Wear a facemask **if you are sick**. You do not need a facemask if you are not sick

STEPS TO PROTECT YOURSELF



Clean Your Hands Often

- **Wash your hands** often with soap and water for at least 20 seconds. See this [video from the CDC](#) for a quick hand washing tutorial (no audio required), or [this CDC factsheet](#) for a step-by-step hand hygiene guide
- The soap does not need to be labeled as antibacterial to be effective for hand washing (per the FDA).
- If soap and water are not available, use a hand sanitizer that contains **at least 60% alcohol**. Hand sanitizer is not effective if your hands are visibly dirty, wash them first
- If you don't have the ability to clean your hands at your jobsite, contact your supervisor



Avoid Close Contact

- Put **space between yourself and other people** by maintaining social distancing of at **least six feet** from persons outside your residence whenever possible
- **Avoid touching your eyes, nose, and mouth** without washing your hands first
- **Avoid close contact** with people who are sick

This safety tailgate is color-formatted similar to a traffic light. Green bulletins detail proactive best-practices, yellow bulletins communicate current hazard conditions, and red bulletins detail significant incidents we can learn from to improve the safety of our operations.

STEPS TO PROTECT YOURSELF AT WORK

- Per the governor's directive, individuals 65 or older are strongly encouraged to shelter in place. Discuss your options with your supervisor
- Utilize the telecommute option if given the opportunity and discontinue non-essential District travel
 - Avoid using coworkers' phones and offices
 - Disinfect tools and equipment between users
 - Avoid shaking hands; nod or wave instead.
 - Respect the bubble! Minimize working within arm's reach. Try to keep six feet between yourself and your coworkers when possible. When six feet isn't possible, increased hygiene practices can help make up the difference



MEETING PRECAUTIONS

- In-person meetings must follow social distancing guidelines and keep attendance to a minimum
- Start each meeting with a social distancing reminder, don't sit within arms reach of each other
- Conduct meetings by teleconference or phone if possible

CLEANING & DISINFECTING

- Clean and disinfect frequently touched surfaces (i.e. tools, door handles, phones) daily using a District approved cleaner
- Do not improvise with various chemicals or mixtures Use disinfectants approved by WHS and distributed by Purchasing
- Review the container labels and Safety Data Sheets for materials your not familiar with



VEHICLE PRECAUTIONS

- Wipe down handles and surfaces often and between operators
- Passengers should face forward or towards the windows, not towards each other
- Limit and/or distribute the number of passengers and use multiple vehicles if available

SUPERVISOR RECOMMENDATIONS

- Give daily reminders to practice social distancing while at work and limit all unnecessary gatherings
- Stagger or avoid times when employees enter communal spaces (i.e. reporting locations).
- Bring work assignments to employees outside rather than having all crews gather in a central location
- Limit entrants in confined spaces and excavations
- Size worksites to allow distancing between employees where possible

DISASTER SERVICE WORKER

EBMUD provides essential services that must be maintained in any disaster. Make sure you have your ID badge when coming to/from work. Wearing your EBMUD branded clothing or PPE when conducting district business aides other emergency workers who might be trying to identify us.