

## **FINAL**

### **Redwood Region Audubon Society Re-opening Plan – Outdoor Museums Plan Elements**

#### **Topics for Employee Training - What trainings specific to your business will you provide to your employees?**

*Employees, docents and volunteers should all be provided with information about COVID-19, including the CDC guidelines on symptoms and screening. Everyone at your workplace should know what symptoms to look for and when to seek medical attention. Employees should understand proper physical distancing, hand washing, and the use of face coverings inside and outside of work. Other personal protective equipment (PPE) that is specific to your work situation should also be included.*

Field Trip leaders will be provided with information on:

1. COVID-19, preventing its spread, and who is especially vulnerable
2. How to self-screen at home, including temperature and/or symptom checks using CDC guidelines
3. The importance of canceling activities if the Field Trip Leader has symptoms such as a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone with whom they live displays symptoms or has been diagnosed with COVID-19
4. When it is appropriate to seek medical attention
5. The importance of hand washing and/or use of hand sanitizer
6. The importance of physical distancing, at least six feet, both at work and off work time
7. Proper use of face coverings
8. The voluntary nature of participation in activities

#### **Individual Control Measures and Screening - How will you make sure your staff and visitors are healthy? And what protective equipment will you provide to your employees?**

*Everyone entering the facility should be screened for symptoms, and employees with symptoms should stay home from work. Employers should provide appropriate protective equipment and convenient facilities for hand washing. Employers can also consider providing disposable gloves to supplement frequent hand washing and sanitizing. Face coverings are required for employees. Employers should provide them and require their use. Face coverings must not be shared.*

Field Trip Leaders and participants will assume they are infectious, asymptomatic carriers and act accordingly.

Field Trip Leaders will self-screen and/or check their temperature prior to the scheduled activity. They will cancel the activity if symptoms are present.

Reservations will be required and when participants make a reservation they will be informed of and agree to the following activity guidelines:

1. Participants must self-screen and/or check their temperature prior to the scheduled activity. They must not attend the activity if symptoms are present.
2. Participation is by reservation only
3. Participation is limited to a total of eight people, including leader(s).

4. There will be no sharing of equipment (optics, field guides) except within same-household groups.
5. There will be no carpooling except within same-household groups.
6. A mask covering nose and mouth must be worn at all times.
7. A minimum distance of six feet between individuals and family groups must be maintained at all times.

**Cleaning and Disinfecting Protocols – How will you make sure your facilities are cleaned and disinfected frequently? What sanitation products will you provide to protect employees?**

*Facilities should be cleaned and sanitized regularly. Any equipment that must be shared between employees, or handled by more than one person, should be cleaned and sanitized between users. Utensils in employee break rooms should not be shared. Employers should allow extra time during work shifts for employees to do deep cleaning. Employers should post signs as visual reminders of procedures.*

All activities will be conducted outdoors along public trails and roads that it will not be possible or necessary to clean and disinfect. No equipment or physical items will be shared between the Field Trip Leader and the participants. The following guidelines will be strictly adhered to during the guided activities:

1. Participants and the Field Trip Leader must self-screen and/or check their temperature prior to the scheduled activity. They must not attend the activity if symptoms are present.
2. Participation is by reservation only.
3. Groups are limited to a total of eight people, including leader(s).
4. There will be no sharing of equipment (optics, field guides) except within family groups.
5. There will be no carpooling except within family groups.
6. A mask covering nose and mouth must be worn at all times.
7. A minimum distance of six feet between individuals and family groups must be maintained at all times.
8. Funds will be available to reimburse Field Trip Leaders for proper facial covering and disinfectant if necessary.

**Physical Distancing Guidelines - What physical distancing measures will you implement for employees and customers working at your site**

*Employers should arrange the workplace to assure proper physical distancing between employees and between employees and customers. Strategies may be facility-dependent – no two sites are exactly the same. Some strategies are physical partitioning, visual cues such as floor markings or traffic flow indicators, separating entrances and exits, pick-up/delivery, staggering work hours, customer appointments, limiting occupancy or reconfiguring work spaces.*

All activities will meet and take place at outdoor public areas such as Arcata Marsh and Wildlife Sanctuary, Eureka Waterfront Trail, and Humboldt Bay National Wildlife Refuge. These locations have ample parking and space for up to eight participants including the Field Trip Leader to assemble and be able to physically distance six feet. Participants will be reminded upon arrival to practice physical distancing of at least six feet for the entire activity.