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## **Covid-19 Safety Protocol**

*(updated on 05/20/2020)*

Farmer Frog prioritizes the safety of its staff and volunteers and takes a variety of extra steps amidst Covid-19 with our general safety protocols. These steps are detailed in this document and are required at Farmer Frog's Headquarters and satellite locations, when six or more volunteers and/or visitors are on-site. The steps have been prepared for the benefit of our Covid Managers, State Law, and the Governor's Stay Home – Stay Healthy Order (Proclamation 20-25), using the following as guidelines (see appendix):

- Conducting Field Site Visits during the COVID-19 Outbreak: Guidance for Public Health Managers, prepared by the Washington State Department of Health;
- Coronavirus (COVID-19) Prevention: General Workplace Requirements – SUMMARY, prepared by the Washington State Department of Labor and Industries;
- Coronavirus (COVID-19) Prevention in Agriculture and Related Industries, prepared by the Washington State Department of Labor and Industries.

### **Covid Managers**

Farmer Frog regularly employs "Covid Managers" to ensure active operations follow protocol.

#### **Mandatory requirements:**

All acting managers must meet these mandatory requirements:

1. They have read this document;
2. Can work under physically demanding conditions (i.e. walking long distances, lifting 50 lbs, stressed breathing conditions with a mask, etc.);
3. Have strong communication abilities;
4. Have a limited understanding of active site management.



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For the benefit of general site safety, Farmer Frog recommends (but does not require) acting Covid Managers to have:

- Emergency First Aid Certification;
- AED Certification;
- Professional expertise in the healthcare industry.

### **Mandatory equipment:**

The Covid Manager must have the following equipment at all times:

1. Safety Vest;
2. Hand Sanitizer;
3. Cell phone;
4. Spare resources such as gloves, masks, and pens.

### **On-site requirements**

If staff, visitors, or volunteers have stepped out of their vehicles at a Farmer Frog location, they are considered “on-site” and must follow four basic practices. If they refuse to follow one of the practices, they must return to their vehicle immediately. More detail on these practices be found in the Volunteer FAQ, included in the appendixes.

#### **1. Wear a mask**

Wearing a mask is very important to minimizing the risk from coronavirus but unfortunately it also makes it hard to breathe. Physical labor is very demanding work and is challenging without proper oxygen. If someone needs to catch a breath, they can do so by first increasing their social distance, pointing their face away from the public, and then finally pulling the mask off. We recommend that anyone on-site do this for 5-10 minutes on an hourly basis and hydrate themselves at the same time.

#### **2. Wear gloves**

Wearing gloves limits spreading coronavirus and protects one's hands during general labor activities. If someone takes their glove off, we recommend they put hand sanitizer on (from their own supply) after taking the gloves off and before putting them back on. They are not allowed to touch anything onsite without a glove.



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### 3. Practice Social Distancing

At Farmer Frog, everyone must "practice" social distancing by keeping a minimum of 6 feet (a good example is one and a half crates or pallets, one wheel barrel, etc.) They must "find their bubble and maintain it". It is important to emphasize that we practice social distancing because we will never be perfect. So many have lived lives where intimacy is a staple part of their behavior and it's hard to change habits. With everyone practicing and trying their best, the pressure and anxiety of the situation can be reduced.

### 4. Sign in and register.

If the individual will be staying on-site for extended periods of time and is not present to simply load or unload goods, they must sign in and register with our liability form. Even if they have signed in on a previous day at the same location, they must sign in again.

## Registration process

A sign-in form (see appendix) is necessary for our own organizations liability and serves as a mental check for the signee that they will follow our protocol. The two questions must be asked from anyone on site.

1. Have you experienced a fever, cough, or shortness of breath in the last few days?
2. Have you been in contact with anyone who has had Covid-19 in the last 14 days?

We recommend the manager ask the questions and briefly "soften" the questions with sentences like: *"As part of our protocols, we have to ask two fairly personal questions from you."*

If they have responded no to both questions and have heard the "spiel" (see below), then they can sign the registration form and begin working afterward. If they have responded yes to either of the questions, they must return to their vehicle immediately. This can be directed with sentences like: *"To follow the Governor's Stay home, Stay Healthy Order, unfortunately I am going to have to ask you to return to your vehicle."*



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## The "spiel"

The “spiel” is a mandatory walkthrough of all of the on-site requirements that is usually a brief description of the on-site requirements. To lower the anxiety and pressure of the situation, we present the spiel with “gentle words” (bolded below) using simple metaphors and examples with a positive attitude. Be sure to also be mindful of your breathing when you give the speech - shouting to a crowd requires oxygen. Make it consist of the following at a comfortable pace:

### **1. An introduction.**

Something like: *“Hello everyone, I am your Covid Manager for the day! I am here to make sure we are all safe as we work together and navigate these **weird times**.”*

### **2. Describe masks and their importance**

As described previously, walk them through why everyone must wear a mask but also how to take a break when needed. Remind them that: *“We just can’t work as hard as we normally do when we wear a mask - **we don’t get the usual amount of air!**”*

### **3. Describe gloves and their importance**

As described previously, walk them through why everyone must wear a glove and what to do when they take it off. Use sentences like: *“Imagine that you have **special paint on your hands** and when you take the glove off, you can spread your special paint and touch others’ special paint. We want to keep our paint (i.e. germs) to ourselves and in the gloves. Please don’t touch anything on-site without a glove.”*

### **4. Describe what it means to practice social distance**

Use a nearby feature (such as a pallet, crate, or wheel barrel) to demonstrate what six feet looks like. People are generally bad at measuring distances so a visual aid is critical to relate the distance. Ask everyone to *“**Find your bubble and stay in it.**”* Remind everyone that *“**Social distancing means patience.** If someone throws a bag of potatoes down, then the next person must wait before throwing their own bag of potatoes down. **Things will take longer and that’s okay** - we have a lot of people to help!”*





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### 5. Let them know you are there to help

You are there to ensure everyone is safe but also to make sure everyone is comfortable. Let them know that if they feel unsafe at any point, you are there to help. Use sentences like: *“If anyone feels unsafe let me know! I am more than happy to tell someone to put their mask or gloves back on.”*

### Site Management

Managers must use certain practices when managing the site workflow. The manager is also tasked with modifying these practices as necessary to meet the site conditions:

- Enforce on-site requirements;
- Regularly clean common tools and workspaces (such as the pen used for signing the registration form, wheel barrels, water bottle stations, etc.) Reduce the points of contact by “assigning” wheel barrels and other tools/stations to one individual.
- Accidents happen - if anything has potentially been contaminated deal with it immediately. Wash it with hand sanitizer if you can, remove it from the common areas to stand in the sun, or throw it away if absolutely necessary. It’s better to be overly cautious.
- Use readily available features and remind everyone to practice social distance.
- Create smart workplaces - prevent crowded groups by dividing up work into small groups. Spread out the work zones and increase the width of access points to maximize social distance.
- Stop work for a work zone and make them take a break for 5 -10 minutes (in the shade if it’s hot) on an hourly basis. Ask the group to hydrate at the same time. Make sure to rotate through every work zone throughout the hour so that only a few are taking a break (to maximize social distance) and that workflow can continue smoothly.
- Check in with people. Ask them how they are doing and/or feeling, especially individuals with underlying health conditions. If someone seems distressed, have them stop working. It’s very easy to overwork ones’ self in a mask. Use sentences like: *“I’m sorry but I can’t have you work anymore right now. You need to take a break.”*



## COVID-19: Screening Checklist for Visitors and Team Members

The safety of our employees, volunteers, supplier partners, customers, participants, families and visitors remain our overriding priority. As the coronavirus disease 2019 (COVID-19) outbreak continues to evolve and spreads globally, we are monitoring the situation closely and will periodically update company guidance based on current recommendations from the Centers for Disease Control and Prevention and the World Health Organization. Only business critical visitors are permitted at any of our facilities at this time. To prevent the spread of COVID-19 and reduce the potential risk of exposure to our workforce and visitors, we are conducting a simple screening questionnaire. Your participation is important to help us take precautionary measures. Thank you for your time.

***ALL individuals (employees, volunteers, family, visitors, government officials) entering the building must be asked the following questions:***

1. **Has this individual washed their hands or used alcohol-based hand rub (ABHR) on entry?**

YES  NO – please ask them to do so

2. **Ask the individual if they have any of the following symptoms?**

Fever  
 Sore throat  
 Cough  
 New shortness of breath

If YES to any, restrict them from entering the facility.

3. **Ask if they have:**

Have you had close contact with or cared for someone diagnosed with COVID-19 within the last 14 days?

YES  NO

If YES, restrict them from entering the facility.

4. **If all above answers are NO, allow entry to facility and remind the individual to:**

Wash their hands or use ABHR throughout their time in the building.  
 Not shake hands with, touch or hug individuals during their visit.

Note: if you plan to be onsite for consecutive days, please immediately advise our team if any of your responses change. The information collected on this form will be used to determine your access right to our facilities.

You will sign in on a separate sheet that states you understood and answered these questions.

I have read and agree to abide by the Snohomish County Parks and Recreation, EastWest Food Rescue and Farmer Frog Liability Release stated at the bottom of this form.  
Parents or guardians must sign for participants under age 18.

NAME	DATE	Signature	Food Rescue	Farm Help	HOURS
1.			<input type="checkbox"/>	<input type="checkbox"/>	
2.			<input type="checkbox"/>	<input type="checkbox"/>	
3.			<input type="checkbox"/>	<input type="checkbox"/>	
4.			<input type="checkbox"/>	<input type="checkbox"/>	
5.			<input type="checkbox"/>	<input type="checkbox"/>	
6.			<input type="checkbox"/>	<input type="checkbox"/>	
7.			<input type="checkbox"/>	<input type="checkbox"/>	
8.			<input type="checkbox"/>	<input type="checkbox"/>	
9.			<input type="checkbox"/>	<input type="checkbox"/>	
10.			<input type="checkbox"/>	<input type="checkbox"/>	
11.			<input type="checkbox"/>	<input type="checkbox"/>	
12.			<input type="checkbox"/>	<input type="checkbox"/>	
13.			<input type="checkbox"/>	<input type="checkbox"/>	
14.			<input type="checkbox"/>	<input type="checkbox"/>	

**TOTAL PEOPLE:**

**TOTAL HOURS:**

**SIGN-IN AND LIABILITY RELEASE FOR VOLUNTEER EVENTS WITH SNOHOMISH COUNTY PARKS AND RECREATION, EASTWEST FOOD RESCUE AND FARMER FROG IT SHALL REMAIN IN EFFECT FOR ALL PROJECTS SPONSORED BY THESE ORGANIZATIONS. BY SIGNING THE FORM, YOU ARE ACKNOWLEDGING AND RELEASING SNOHOMISH COUNTY, EASTWEST FOOD RESCUE AND FARMER FROG FOR ANY AND ALL LIABILTY IN THE EVENT YOU HAVE AN ACCIDENT OR SUSTAIN AN INJURY WHILE PARTICIPATING IN THE VOLUNTEER PROJECTS SPONSORED BY SNOHOMISH COUNTY AND FARMER FROG. **You acknowledge that you read the COVID-19 questionnaire, you agree to following the required protocol and show none of the symptoms we have asked about. If you do not wish your picture taken, please let your site supervisor know.****

As a volunteer for Snohomish County Parks and Recreation, EastWest Food Rescue and Farmer Frog, I am aware that some projects involve the construction and maintenance of trails and recreation facilities, and that participation in those projects poses certain dangers, including but not limited to the natural or unnatural hazards within in the parks, using hand and motorized construction tools (and working in the proximity of such tools when used by others), injury or illness in remote places without medical facilities, and the forces of nature.

In consideration for permitting me to participate in projects sponsored by Snohomish County, EastWest Food Rescue and Farmer Frog, I shall hereby hold harmless, indemnify and defend the County, EastWest Food Rescue and Farmer Frog, their officers, officials, employees and agents, from and against any and all claims, actions, suits, liability, loss, expenses, damages and judgments, except for the County's, or EastWest Food Rescue's or Farmer Frog's sole negligence, including costs and attorneys' fees in defense thereof.



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## **Volunteer FAQ**

When you come, please bring a mask, work gloves, any food or medication you might need and a refillable water bottle. Wear closed toe shoes and dress in layers. If you feel sick or experienced symptoms of COVID in the past 14 days, please stay home :). We follow strict social distancing and COVID protocol.

### **Safety First**

#### **You must be healthy**

- Please stay home if you currently have or have had a fever, headache, sore throat, cough in the past 14 days. We will be happy to reschedule you for another time.
- If you have an underlying respiratory, medical, or cardiac condition that could be exacerbated by warm temperatures and/or exertional activities, please chat with us to determine what other ways you might be able to contribute.

#### **Masks and Gloves are Mandatory**

Masks must cover the mouth and nose at all times. People who do not have a mask must remain in their vehicles and may be asked to do so immediately.

#### **Practice social distancing (minimum six feet of separation from everyone)**

#### **Be aware of your surroundings**

The farm is a risky place, with live animals, equipment, etc.

#### **Drivers**

We recommend all drivers to wash their vehicles multiple times a day.

### **Children**

- Must be old enough to follow directions;
- Must stay with their grown-ups at all times;
- Must adhere to all safety guidelines as outlined above, including wearing masks and gloves at all times when they are on the farm.





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### **Things To Bring**

- **Clothing:** dress in proper outdoor work clothes suited for the weather of the day - bring layers (rain, sun, hot, cold);
- **Work/gardening gloves and footwear (closed toe);**
- **Food:** we have well-water on-site. Please bring your own snacks/food, dishes, utensils, water bottle and non-alcoholic beverage of choice for yourself;
- **Hand sanitizer/wipes for self use**
- **Face mask/cover;**
- **Something to protect yourself from the sun (hat, sunscreen, etc.)**
- **Rescue medications:**
  - Bee venom allergies: epi pen
  - Reactive airway/asthma: rescue inhaler

### **Things We Supply**

- Latex gloves if you forget your gloves;
- Potable water;
- Portable toilets;
- Hand wash stations - all volunteers and staff must wash and/or sanitize hands regularly, including before and after rest/food breaks and toileting;
- **Lots of potatoes!**

### **Miscellaneous**

- Groups must confirm all appointments beforehand.
- Please bring a canopy with you if you have one; it can be hot and there is limited shade



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## **Stay Home Stay Healthy Recommendations**

Given the current setting of the Covid-19 pandemic and based upon the guidelines and recommendations of the CDC and Seattle/King county Public Health, we recommend at this time to self-quarantine for up to 14 days beginning with the first symptom free day and/or known contact.

### **Covid-19 Symptoms**

**People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.** Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms or combinations of symptoms may have COVID-19: cough, shortness of breath or difficulty breathing. In addition, they may have COVID-19 with at least two of these symptoms: fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell. This list is not all inclusive. Please consult your medical provider for any other symptoms that are severe or concerning to you.

Seattle/King County Public Health resources:

<https://www.kingcounty.gov/depts/health/covid-19/FAQ.aspx>

Covid-19 symptoms can be varying in type and degree to which they present. Without testing, it cannot be assumed volunteers do not have Covid-19. We encourage everyone to reach out to their medical team for consultation, evaluation, and possible testing.

While integrating the recommendations of the CDC and Seattle/King County Public Health Department, in addition to an abundance of caution, volunteers cannot help until there is evidence of negative testing and/or the completion of the full length of quarantine.



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## **CDC Home Isolation Guidelines**

How to discontinue home isolation:

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

People with COVID-19 who have stayed home (home isolated) can leave home under the following conditions:

- **If you have not had a test to determine if you are still contagious, you can leave home after all three of the following have occurred:**
  1. You have had no fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers);
  2. Other symptoms have improved (for example, when your cough or shortness of breath have improved);
  3. At least 10 days have passed since your symptoms first appeared.
  
- **If you have had a test to determine if you are still contagious, you can leave home after all three of the following have occurred:**
  1. You no longer have a fever (without the use of medicine that reduces fevers);
  2. Other symptoms have improved (for example, when your cough or shortness of breath have improved);
  3. You received two negative tests in a row, at least 24 hours apart. Your doctor will follow [CDC guidelines](#).

# Conducting Field Site Visits during the COVID-19 Outbreak: Guidance for Public Health Inspectors

On April 23, 2020 Governor Inslee began loosening the restrictions of the [Stay Home Stay Healthy Order](#) by [restarting low risk construction](#). Returning to public life will not happen like an on/off switch. This slow, careful return will feel more like a dial turning restrictions up or down in response to new information and data.

State and local public environmental health staff continue to conduct field site visits and inspections deemed essential to protect public health. With the loosening of restrictions and reopening of businesses and construction in the coming weeks and months the need for field site visits and inspections will increase. This guidance is intended to assist field staff/health inspectors in preparing for and conducting field visits safely.

## Initial contact with customers

### Inform your customers about precautionary measures and alternatives

- Prior to conducting any field visit, you should contact the facility to discuss the need for the inspection and field visit. Ask the facility to limit the number of people at the field visit, if possible. Ask them to call and cancel the appointment if they are feeling ill, especially if they are having any of the following [symptoms](#): fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, coughing, or difficulty breathing. Assure them you will do the same.
- Let your customers know you are taking precautions to prevent the spread of COVID-19. Share any COVID -19 safety plans your organization has developed ([COVID-19 Safety Plan Template for Critical Infrastructure](#)). Let them know you are washing your hands frequently, physical distancing, wearing a cloth face covering, sanitizing equipment routinely, and are aware of your possible impact on others.
- If anything concerns you during an inspection, remove yourself from the area and call your supervisor. If you encounter workers or members of the public who appear ill, you can discontinue an inspection at any time. If you feel unsafe about conducting field visits for any reason, talk to your supervisor.
- If you know operators [who are at a greater risk for serious complications](#) from COVID-19, then you may want to reschedule. Consider alternate inspection methods such as phone interviews, sending records, FaceTime, WebEX, Zoom, etc.

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## Unscheduled site visits

- Limit unscheduled field visits unless absolutely necessary. For those companies who are operating as normal, unscheduled visits may be appropriate.
- Consider the sensitivity of unscheduled site visits/inspections. If a facility is not comfortable with an inspection during this time, re-evaluate the necessity of completing the inspection. If there is a significant risk to public health, or an immediate business need, measures should be taken to reduce the risk of transmission, and the facility should be reminded of the requirements of licensure to operate. Contact your supervisor if in doubt.

## Timing of inspections

- Prior to conducting any field visit, determine if the visit is necessary to protect public health or if it can be delayed.
- If overnight stays are required for a field visit/inspection follow your agency's COVID-19 policy or guidance on overnight travel and work directly with your supervisor about logistics.
- You may be delayed in conducting site visits due to circumstances beyond your control due to closures, transportation issues, or travel restrictions.
- Consider if a face-to-face visit is necessary. If there is an alternate way to conduct inspections besides a site visit, you should explore that option. It could involve a phone interview, sending documents for inspectors to review, or a video chat tour of the facility. It may be possible to gather the information by asking for pictures of facilities or log books.

## Vehicles and field tools

### Instrument decontamination

- Clean the surfaces of tools using accepted industry practices. Probes and other tools should be sanitized with alcohol pads or other approved methods in between inspections. If possible, bring your own tools and do not share the tools with others during the inspection.
- Wipe down all shared pens, clipboards, phones, or other equipment with sanitizing wipes after and prior to each use. Double bag instruments if possible. Discard outer bag after each test.
- If you usually require someone to sign the inspection, consider not requiring a signature at this time. For inspections requiring signatures, it is permissible to have inspector type the employee's name.

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- Be aware of where you store your equipment bag, laptop/clip board, etc.

### **Vehicle disinfection**

- As much as practical, an inspector should drive the same vehicle.
- Shared vehicles should be disinfected at the beginning and end of each use.  
Commonly touched areas to disinfect/clean include:
  - Outside door handles;
  - Inside door handles and surrounding surfaces;
  - Instrument controls, gear shifts, control knobs;
  - Steering wheel;
  - Cup holders;
  - Seat belts;
  - Center console
  - Keys and key fobs; and
  - Seat adjustment controls.

### **Protecting yourself and others during an inspection**

Health inspectors should follow any COVID -19 safety plans the facility, field site or business has established especially any requirements for visitors to the workplace.

### **Physical Distancing**

During the field visit continue to practice physical distancing, including:

- Maintain a minimum of six feet of distance between yourself and others when feasible.
- No handshakes.
- Avoid sharing equipment such as pens, clipboards, tools, and other frequently used items. If items must be shared clean and/or sanitize them between uses.
- Limit the number of people in attendance to only essential staff.
- Enter small areas alone, such as walk-in freezers, well houses, or other small closed-in areas, and discuss any findings in open areas.
- Wash or sanitize your hands upon arrival and departure; and after touching frequently touched surfaces such as door handles.
- Avoid touching your face with unwashed hands especially your eyes, nose, or mouth.
- Cough and sneeze into your elbow or a tissue. Throw away the tissue immediately after use and wash hands. (For tips, see [Respiratory Hygiene/Cough Etiquette in Healthcare Settings](#)).
- Avoid unnecessarily touching surfaces.

### **Hand washing**

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Wash your hands with soap and water for 20 seconds routinely at each site and after touching any potentially contaminated surfaces and at beginning, during, and end of an inspection. If handwashing facilities are not available use alcohol-based hand sanitizer and wash your hands at the earliest opportunity.

### **Use personal protective equipment (PPE)**

PPE may be needed to prevent certain exposures, but it should be used as a last resort and should not take the place of other more effective prevention strategies such as the engineering and administrative controls above. Check the DOH, L&I, OSHA and CDC websites regularly for updates about recommended PPE for COVID-19.

- Use the PPE you would normally use during a site visit or inspection, such as gloves, sanitizer, goggles, face shields and respiratory protection etc.
- Use appropriate PPE you have been trained and properly fitted to use.
- Recommend wearing a well fitted [cloth face covering](#) during a site visit where you cannot maintain six feet of distance from others. Wearing a cloth face covering does not a substitute for physical distancing. Wearers should wash their hands before and after touching and adjusting the mask. To preserve PPE for the medical community, surgical masks or N-95 respirators should not be used unless normally required to complete a site visit or inspection.
- Ensure gloves are used only when needed based on the hazard. Gloves may be rationed for the medical community or otherwise in short supply. Avoid touching your face with gloves. Gloves are not a substitute for washing or sanitizing your hands frequently.
- If PPE is required to conduct an inspection but unavailable, consider rescheduling the inspection.

### **If an inspector starts to experience symptoms before, during or after inspection**

- **Before:** Cancel inspection and notify supervisor.
- **During:** Discontinue inspection. Notify your supervisor as soon as possible.
- **After:** Notify supervisor. Identify facilities you inspected within the last 48 hours.

### **Other considerations**

Be aware customers will likely have questions and concerns about the COVID-19 pandemic. Do not share opinions on what public health measures and restrictions may be loosened or tightened in the coming weeks or months. Instead direct them to the DOH Coronavirus website: [doh.wa.gov/Coronavirus](https://doh.wa.gov/Coronavirus) or [coronavirus.wa.gov](https://coronavirus.wa.gov) for the most up-to-date information and guidance.

### **More COVID-19 Information and Resources**

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Stay up-to-date on the [current COVID-19 situation in Washington](#), [Governor Inslee's proclamations](#), [symptoms](#), [how it spreads](#), and [how and when people should get tested](#). See our [Frequently Asked Questions](#) for more information.

The risk of COVID-19 is not connected to race, ethnicity or nationality. [Stigma will not help to fight the illness](#). Share accurate information with others to keep rumors and misinformation from spreading.

- [WA State Department of Health 2019 Novel Coronavirus Outbreak \(COVID-19\)](#)
- [WA State Coronavirus Response \(COVID-19\)](#)
- [Find Your Local Health Department or District](#)
- [CDC Coronavirus \(COVID-19\)](#)
- [Stigma Reduction Resources](#)

**Have more questions about COVID-19?** Call our hotline: **1-800-525-0127**. For interpretative services, **press #** when they answer and **say your language**. (Open from 6 a.m. to 10 p.m.) For questions about your own health, COVID-19 testing, or testing results, please contact your health care provider.

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# Coronavirus (COVID-19) Prevention:

## General Workplace Requirements – SUMMARY

The Department of Labor & Industries (L&I) requires employers to provide safe and healthy workplaces and to implement the Governor's order to prevent the spread of the coronavirus.

### Mandatory General Requirements for Employers\*



#### Social Distancing

- Ensure employees keep at least six feet away from coworkers and the public when feasible.
- If social distancing isn't feasible, barriers and other proven prevention methods must be used to prevent transmission of coronavirus.



#### Frequent and Adequate Hand Washing

- Provide fixed or portable hand washing facilities with clean and hot or tepid water, soap, and paper towels.
- Require hand washing when arriving at work, taking breaks, using the bathroom, before and after eating, drinking or using tobacco products, and after touching contaminated surfaces.
- Provide hand sanitizer stations/supplies, wipes, or towelettes in portable containers to facilitate frequent hand sanitizing (between hand washing) after handling objects touched by others.



#### Routine and Additional Cleaning and Sanitizing

- Establish a housekeeping schedule that includes frequent cleaning and sanitizing.
- Ensure adequate supplies for scheduled cleaning, and for deep cleaning and sanitizing after a suspected COVID-19 case.
- Ensure floors, counters, and other surfaces are regularly cleaned and sanitized.
- Disinfect high-touch surfaces often.
- Ensure employees use protective gloves and eye/face protection when handling chemicals.

- Make sure shared work vehicles are cleaned and disinfected each time different occupants use the vehicle and regularly if the same person uses it.
- Keep Safety Data Sheets (SDSs) for all disinfectants on site.



#### Establish Procedures for Sick Workers

- Require sick workers to stay home or remain isolated if they are in farm housing.
- Identify and send home or isolate workers who develop signs of COVID-19 illness.
- Cordon off areas temporarily until they are deep cleaned and sanitized after reports of an employee with suspected or confirmed COVID-19 illness.



#### Employee Education on COVID-19 Workplace Hazards

In the language best understood by employees, ensure they know:

- The signs, symptoms, and risk factors associated with COVID-19 illness.
- How to prevent the spread of the coronavirus at work.
- How to effectively wash hands with soap and water for at least 20 seconds.
- The importance of covering coughs and sneezes, and not touching the face with unwashed hands.

\* This is a summary. For more details, see F414-164-000 *Coronavirus (COVID-19) Prevention: General Requirements and Prevention Ideas for Workplaces*.

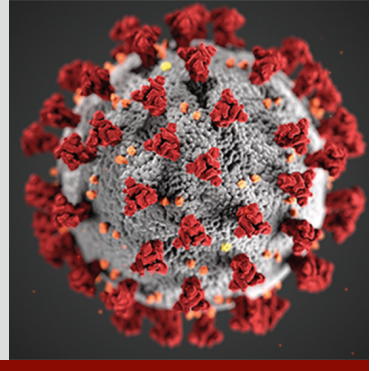
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Washington State Department of  
**Labor & Industries**

Upon request, foreign language support and formats for persons with disabilities are available. Call 1-800-547-8367. TDD users, call 711. L&I is an equal opportunity employer.

# Coronavirus (COVID-19) Prevention in Agriculture and Related Industries



## Prevent Worker Exposure to Coronavirus

Coronavirus (COVID-19) is a serious workplace hazard that can be spread from one person to another when an infected person coughs or sneezes. Coronavirus can also be transmitted when a person touches a contaminated surface or object and then touches their own mouth, nose, or eyes.

Under Department of Labor & Industries (L&I) rules, employers are required to provide a safe and healthy workplace and to implement the governor's proclamation to prevent coronavirus transmission. [www.governor.wa.gov/news-media/inslee-announces-stay-home-stay-healthy%C2%A0order](http://www.governor.wa.gov/news-media/inslee-announces-stay-home-stay-healthy%C2%A0order).

The requirements discussed in this fact sheet are enforced by L&I using RCW 49.17, Chapter 296-307 WAC, and other applicable rules.

### To protect workers from coronavirus, employers are required to:

- Maintain social distancing (keep workers at least six feet apart) or use effective engineering/administrative controls;
- Ensure adequate hand washing facilities and frequent employee hand washing;
- Increase regular cleaning and sanitizing of common-touch surfaces;
- Make sure sick employees stay home (or are isolated) or go home, and that there are procedures for workers to report a suspected or confirmed coronavirus case; and
- Educate workers in the language they understand best about coronavirus and how to prevent transmission.

## Workplace Discrimination

It is against the law for any employer to take any adverse action such as firing, demoting, or otherwise retaliating against a worker they suspect of exercising safety and health rights such as raising safety and health concerns to their employer, participating in union activities concerning safety and health matters, filing a safety and health complaint or participating in an L&I Division of Occupational Safety and Health (DOSH) investigation. Workers have 30 days to file a complaint with DOSH and/or with the federal Occupational Safety and Health Administration (OSHA). [www.Lni.wa.gov/workers-rights/workplace-complaints/discrimination-in-the-workplace](http://www.Lni.wa.gov/workers-rights/workplace-complaints/discrimination-in-the-workplace)

### 1. Employers are required to implement an effective social distancing plan.

Employers must ensure all employees keep at least six feet away from coworkers and the public when at all possible. When strict social distancing is not feasible *for a specific task*, other prevention measures **are required**, such as use of barriers to block sneezes and coughs, and negative pressure ventilation.

### Suggestions to achieve social distancing (at least six feet) in agricultural work:

- Stagger tasks and work shifts so workers do not crowd.
- Limit work to only necessary tasks and organize work to allow for six-foot distancing.
- In the field, assign and enforce tasks to maintain a distance of at least six feet between people.



Division of Occupational Safety and Health



[www.Lni.wa.gov/safety-health](http://www.Lni.wa.gov/safety-health)



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- On production lines, reduce occupied “like task” worker stations and slow production pace.
- Reorganize work and break up tasks to facilitate social distancing. Consider shifting the location of workers and tools used.
- Provide two-way radios for workers to communicate without having to come together.
- Set up staging areas where tools or other materials can be dropped off and picked up by workers.
- Find alternatives to group meetings for sharing information (telephone conference for example).
- Hold meetings, breaks, lunches, and other gatherings outdoors or in large enough areas to maintain six-foot distancing.
- Establish physical-distance monitors to reinforce the minimum six-foot separation.
- Consider reducing the size or weight of the material being worked (lifted or processed) to accommodate one instead of two workers for the task.
- Review jobs normally done by more than one person to see if one person can do them.
- Prohibit carpooling when the passenger space in vans and trucks doesn’t allow for social distancing, and stress the importance of social distancing off the job.

### **Suggestions for mandatory alternate protections for tasks when six-foot spacing is not feasible:**

- Use physical barriers between workers to block direct face-to-face transmission.
- Use negative pressure ventilation in employee breathing zones at fixed work locations.
- Supply and institute mandatory (commercially-produced) facemask policy, such as disposable non-health care use masks. If facemasks are used it must be in combination with physical barriers or some other engineering control.

## **2. Employers are required to ensure frequent and adequate hand washing.**

- Require workers to wash hands frequently and effectively when they arrive at work, leave their workstations for breaks, use the bathroom; before and after they eat or drink or use tobacco; and after touching any surfaces or tools touched by others.
- Confirm all workers know the importance of how to wash hands with soap and water for at least 20 seconds, then dry hands with disposable paper towels and properly dispose of the towels.

- Portable hand washing stations are required in fields (transient work locations) and must contain at least tepid water, liquid soap, disposable paper towels and a trash can.

### **Suggestions for an effective hand washing plan and reducing transmission by hands:**

- Provide secondary hand washing or sanitizing stations (hand sanitizer or wipes/towelettes).
- Set up a schedule to ensure frequent re-supply of soap, running water, and paper towels on all jobsites and emptying of trash.
- Provide more flexible breaks to ensure workers have time to wash their hands.
- Use gloves when possible. When gloves are used, they should be disposable, or they must be regularly washed.

## **3. Employers are required to increase regular cleaning and sanitizing of common-touch surfaces.**

Employers must:

- Establish a housekeeping schedule to address regular, frequent, and periodic cleaning.
- Provide appropriate and adequate cleaning supplies for scheduled and, when necessary, spot cleaning and cleaning after a suspected or confirmed coronavirus case.
- Ensure floors, counters, and other surfaces are regularly cleaned with water and soap, or other cleaning liquids, to prevent build-up of dirt and residues that can harbor contamination.
- Make sure high-touch surfaces are properly disinfected on a frequent or periodic basis using a bleach solution or other EPA-approved disinfectant. [www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2](http://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2)
- Be sure employees follow effective cleaning procedures and use protective gloves and eye/face protection (face shields and/or goggles) when mixing, spraying, and wiping with liquid cleaning products, like diluted bleach.
- Make sure shared work vehicle interiors are sanitized after each different person’s use.
- Keep Safety Data Sheets (SDSs) for all disinfectants on site.
- Don’t mix chemicals — many are incompatible; and be sure to dilute and use chemicals per manufacturer label directions.

## **Suggestions for all workplaces:**

- Follow cleaning guidelines set by the CDC. [www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html](http://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html)
- Wash and rinse visible dirt/debris from equipment, tools, and other items before disinfecting.
- Cover fabric and rough surfaces with smooth materials so they are easier to clean.

## **4. Employers must require sick employees to stay home or stay in isolation.**

Employers must have practices in place that ensure sick workers stay home or remain isolated in housing or go home if they feel or look ill. Note: The main symptoms of coronavirus include fever (100.4 or higher), cough and shortness of breath, and loss of smell or taste. Other symptoms may include body aches, fatigue, and diarrhea.

- Develop a process if a worker becomes ill while at work or outside of work so workers and supervisors know the appropriate actions to take.
- Develop a process that includes immediate shutdown of areas where the employee was present. Institute deep cleaning and sanitation of all surface areas the worker touched prior to opening the area.

## **Suggestions for ensuring that sick employees are not at work:**

- Acknowledge the old workplace culture of powering through illness is not appropriate and support the shifting attitudes under this emergency to stay home when sick.
- Monitor employees, contractors, suppliers, customers and visitors entering the worksite for symptoms of the disease — consider testing temperatures or a short questionnaire.
- Notify co-workers who have come within six feet of a worker sick with coronavirus, without identifying the sick worker. Inform them of the measures being taken to keep employees safe, like cleaning and sanitizing.
- Seek and follow local health department and medical authority advice regarding sick employees.

## **5. Employers are required to provide basic workplace hazard education to workers in the language they understand best about coronavirus and how to prevent transmission.**

The education must include:

- The signs, symptoms, and risk factors associated with coronavirus illness.
- How to prevent the spread of the coronavirus, including steps being taken in the workplace to establish social distancing, frequent hand washing, and other precautions.
- The importance of hand washing and how to effectively wash hands with soap and water for at least 20 seconds.
- Proper respiratory etiquette, including covering coughs and sneezes and not touching eyes, noses, or mouths with unwashed hands or gloves.
- Emphasize cleaning and sanitizing of frequently-touched items, such as cell phones and tools.

## **Suggestions for providing basic workplace education to prevent coronavirus transmission:**

- Hang posters/signs in appropriate languages from the health authorities (CDC, OSHA, DOSH, WA DOH, etc.) about how to prevent coronavirus transmission.
- Communicate important safety messages/updates daily.

## **Other Considerations**

- Employer-provided personal protective equipment may be helpful to further reduce transmission risk amongst healthy and asymptomatic workers.
- Face shields can prevent direct exposure to sneezes or coughs; they also provide splash protection from cleaning chemicals and disinfectants.
- Loose-fitting face masks or cloth face covers (like scarves and homemade masks) may be voluntarily worn by workers as a best practice measure to prevent the wearer from transmitting droplets from coughs and sneezes. It's important to understand that these types of face covers do not prevent inhalation of fine aerosols and are not protective in close proximity. If this type of protection is used, it should be washed and disinfected daily. Homemade masks are not an acceptable substitute for social distancing.



- Approved respirators such as N95s are not recommended for coronavirus prevention for healthy and asymptomatic workers. N95s or greater tightfitting respiratory protection are required for close exposure to people sick with coronavirus, those showing illness symptoms, or other normal chemical/pesticide exposures as previously evaluated or required under the label. Respirators require care in use and management under a program covered by the Respirator Rule. Agriculture employers must comply with Part Y-5 Respirators under Chapter 296-307 WAC to ensure proper use and care when respirators are necessary.
- Workers should be trained to not touch their mouths, noses, eyes, and nearby surfaces when putting on, using, and removing personal protective equipment and masks.
- Provide ways for workers to express any concerns as well as ideas to improve safety.
- Update your Accident Prevention Program (APP) with your plan.
- Businesses are encouraged to coordinate with local health officials for timely, appropriate responses.

## Resources

Call a consultant near you 1-800-547-8367 or email [DOSHConsultation@Lni.wa.gov](mailto:DOSHConsultation@Lni.wa.gov) for help  
[www.Lni.wa.gov/DOSHConsultation](http://www.Lni.wa.gov/DOSHConsultation)

The DOSH coronavirus website ([www.Lni.wa.gov/safety-health/safety-topics/topics/coronavirus](http://www.Lni.wa.gov/safety-health/safety-topics/topics/coronavirus)) includes resources from CDC, OSHA, and the Washington Department of Health.

Washington State Department of Health: 1-800-525-0127;  
[www.doh.wa.gov/Emergencies/Coronavirus](http://www.doh.wa.gov/Emergencies/Coronavirus)

Local Health Jurisdictions and Tribes:  
[www.doh.wa.gov/ForPublicHealthandHealthcareProviders/PublicHealthSystemResourcesandServices/LHJandTribalDirectories](http://www.doh.wa.gov/ForPublicHealthandHealthcareProviders/PublicHealthSystemResourcesandServices/LHJandTribalDirectories)

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