

SFBBO COVID-19 Prevention Policy for Volunteers Introduction

SFBBO owes a lot of its success to its amazing volunteers. Though government agencies have transitioned to "non-emergency" regulations and management strategies for the COVID-19 pandemic, it remains a serious risk to public health. SFBBO's highest priority continues to be to keep employees and volunteers safe and healthy, and it's clear that targeted isolation, masking, and quarantine measures still play an important role in reducing the transmission of the virus.

This document will provide a set of Covid policies based on the latest available information, including requirements and guidance from Santa Clara County, California Department of Public Health, and Cal/OSHA. It is intended to include general guidance, rather than a comprehensive discussion of all potential mitigation measures.

Because the safety of our community is our highest priority, we are intentionally taking a cautious approach to risk. We will stay current on the latest information in the ever-changing Covid landscape, and will reevaluate these policies if external guidance changes.

Working onsite – staff and volunteers

1. Vaccination status:

- a. To help enable the health and safety of our community, and to support our close working relationships, staff and volunteers are required to stay up to date with Covid vaccinations as recommended by the CDC

2. Working Outdoors:

- a. Working outdoors is a critical part of SFBBO's mission, and poses significantly fewer Covid-related risks than working indoors. Accordingly, we have fewer requirements for working outdoors.
- b. Masks: In general, masks are not required while working outdoors, but staff and volunteers should social distance from others and avoid close contact. A "close contact" means being within 6 feet of someone for a cumulative total of 15 minutes or more within a 24-hour period. If close contact is unavoidable, the minimum requirement is to wear a mask around others if you have respiratory symptoms (e.g. cough, runny nose, and/or sore throat) or if you have had a significant exposure to someone who has tested positive for Covid-19. When choosing to wear a mask, ensure your mask provides the best fit and filtration (respiration like N95, KN94, and KN94 are the

best). However, please check with your supervisor/staff activity leader to check if your activity requires stricter guidelines (e.g. Coyote Creek Field Station activities)

- If you have recently tested positive for Covid-19, please see instructions below.

3. Carpooling: Carpooling while working or volunteering in SFBBO programs is allowed with other vaccinated individuals who want to carpool, but masks must be worn if anyone in the carpool group expresses that they would prefer masks be worn. Anyone who prefers to drive solo should feel free to do so. Staff, volunteers, and participants who want to carpool to an SFBBO event or activity can decide on their own what protocols to follow until they begin the SFBBO activity.

Working Indoors:

- a. Masks: Masks are required indoors at the office, unless you're alone in a room with a closed door. Masks may be required at other indoor events and activities, such as at the Coyote Creek Field Station (please check with your supervisor/staff activity lead for more information). Masks should be well-fitted N95 or KN95 type, and should always be worn over both the nose and mouth. SFBBO will have masks available for use in central work locations.
- b. If you develop any signs or symptoms of Covid or other illness while working on site, you must leave immediately and notify your SFBBO contact.

5. When to Stay Home - Volunteers: Please immediately inform your SFBBO contact, and do not come into volunteer work, if you have:

- Tested positive for Covid
- Experienced any signs or symptoms of Covid
- Had a "close contact" with someone who had Covid, or with someone who may have Covid (e.g. if they are awaiting PCR test results)
- The above protocols are not applicable if your volunteer activity is a solo activity and you feel like you would like to volunteer that day (e.g. solo monitoring your Colonial Waterbird colony and social distancing from the public)

You may return to volunteer work after consulting with your SFBBO contact, and at least 10 days after testing positive or possible exposure.

6. Testing:

- a. Testing can be done via either PCR or at-home tests, but PCR tests are strongly preferred, and are widely available free of charge <https://covid19.ca.gov/get-tested>. If using at-home tests, multiple tests are recommended.
- b. Follow the current state testing protocol guidelines <https://covid19.ca.gov/get-tested>

7. Reporting: California employers must meet certain protocols and reporting requirements if any personnel with Covid was present at a worksite (including any outdoor location). Accordingly, please inform your SFBBO contact immediately if you believe you may have Covid.

Events involving the public

8. Overall: As part of our outreach mission, SFBBO participates in a broad variety of events. While it is not possible to anticipate every detail of a given event, we will continue to evaluate opportunities for event participation as they arise, and will use the following principles for guidance.

9. Indoor events: Because our highest priority is to keep employees and volunteers safe and healthy, we require the following of our staff and volunteers for indoor events:

- Attendees should not attend an event if they have Covid-19, have Covid symptoms, or have experienced a significant exposure (see above) to someone with Covid who
- Staff, volunteers, and managers are encouraged to decline to attend events which they feel pose an unacceptable risk to their health. When specified by the event leader, well-fitting masks must be worn over the nose and mouth.

10. Outdoor events: Events taking place outdoors are strongly preferred, since they pose significantly less risk than those held indoors. For these events we require the following:

- Staff and volunteers should stay home from events if they have Covid-19, Covid symptoms, or have experienced a significant exposure to someone with Covid, and should check with their supervisor/staff activity lead if they have questions (see above sections).
- Social distancing throughout the event should be recommended

Volunteers who have concerns about attending any shift or event should feel free to express those concerns to their manager, and will not be pressured to attend.