

FN000684

1. Safety in the era of COVID-19-v10

1.1 Working Safely in the ERA of COVID-19



**Working Safely in the Era of COVID-19
And the Return to On-site Work**

**Start
Training**

Notes:

1.2 Agenda

Agenda

- Return to On-site Work
- What is COVID-19?
 - How does it spread?
 - Prevent the spread
- Safe Work Practices
 - Protective Behaviors
 - Protective Measures
- Emergency Actions



Notes:

2. Return to On-site Work

2.1 Return to On-site Work - special notes.

Special Notes- Fermilab Employees in South Dakota

- Responses to COVID-19 are influenced by local conditions. Fermilab employees stationed at the LBNF Far Site in South Dakota are to follow local return-to-work requirements established by the South Dakota Science and Technology Authority.
 - Face covers are required in Fermilab's leased and rented spaces and must follow the guidance in the proceeding slides.
- While much of the information in this presentation is specific to Fermilab in Batavia, the concepts regarding employee safety and responsibility are important for all Fermilab employees, regardless of location.
 - LBNF and SDSD employees should contact their ESH representative for additional information pertaining to conditions in South Dakota.



2.2 RTOW Plan

Return to On-Site Work - Phases

Fermilab's return to on-site work roadmap is flexible and allows the laboratory to use a graded approach to move between various phases (more or less restrictive) as needed to respond to the local COVID-19 conditions. **There are no specific dates associated with any stage.**

The laboratory will work within the recommendations from the state and federal government – including DOE – and meet the spirit and intent of all requirements. DOE must approve before the laboratory moves to the next phase.



2.3 What is COVID-19?

What is COVID-19?



- COVID-19 is the name of the disease caused by the SARS-CoV-2 virus
- Coronaviruses are a large family of viruses that generally cause mild-to-moderate upper respiratory tract illnesses (like the common cold)
- COVID-19 is responsible for a world-wide pandemic and the reason Fermilab has limited site access since March

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2.4 How does it spread?

How does COVID-19 spread?



- COVID-19 is spread mainly from person-to-person in respiratory droplets. The virus may spread by people who do not have symptoms.
- You may also be able to get COVID-19 by touching a surface or object that has the virus on it, and then touching your face, mouth, nose, or eyes.

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3. Prevent the Spread

3.1 Prevent the Spread of COVID-19

Prevent the Spread of COVID-19

- Fermilab is reducing the risk of exposure to COVID-19 by
 - restricting access to the site,
 - restricting business travel,
 - instituting telework options
 - emphasizing staying home when sick
 - cleaning frequently trafficked areas with recommended disinfectant.





3.2 Prevent the Spread of COVID-19 cont.

Prevent the Spread of COVID-19

Distance	Respect social distancing requirements. Do not stand closer than 6 feet to each other and stay home if you are sick
Wash Hands	Respect hygiene measures. Wash your hands with soap and water for 20 seconds (preferred) or use an alcohol-based hand sanitizer with at least 60% alcohol
Cover Face	Wear face coverings when indoors and even outdoors when around others
Clean	Clean our workspaces, tools, etc. regularly



4. Safe Work Practices

4.1 Safe Work Practices

Safe Work Practices

- To create a safe work environment, several layers of protection have been put into place, including:
 - Self-monitoring
 - Stay home if sick
 - Site access screening
 - Questionnaire
 - Temperature check
 - Protective Behavior
 - Protective Equipment



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4.2 Safe Work Practices – Self-monitoring

Safe Work Practices – Self-monitoring

- Personnel are expected to self-monitor and be fit-for-duty before arriving at work
 - If you have any of the following symptoms, do not report to work:
 - Cough
 - Sore throat
 - Loss of taste or smell, even slightly
 - Chills, fever
 - Diarrhea or GI symptoms
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - Congestion or runny nose
 - Allergy symptoms that are not “typical or usual”
- Notify your supervisor or lab contact if you are experiencing any of the symptoms described above and do not report to work.
- Your supervisor/lab contact will notify Fermilab Medical Office, and someone will be contacting you to determine if contact tracing is necessary. You will be asked to isolate for at least 10 days.

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4.3 Safe Work Practices cont.

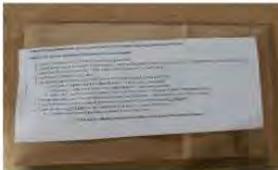
Safe Work Practices cont.

- If a member of your household is not feeling well (see symptoms of previous page)
 - Do not come to work! Contact your supervisor or point-of-contact. They will notify the Fermilab Medical Office, and someone will be contacting you to explain the quarantine process.
- If you are a close contact of someone who is experiencing symptoms or someone who has tested positive for COVID-19
 - Do not come to work! Contact your supervisor or point-of-contact. They will notify the Fermilab Medical Office, and someone will be contacting you to explain the quarantine process.



4.4 Arriving on site – Screening at each entry point

Arriving on site – Screening at each entry point



- Each entry point will require a health screening that includes:
 - **ID** check to ensure you are on the essential personnel list
 - Completion of a **verbal questionnaire**
 - A **temperature check** (non-touch forehead scan)
- If the questionnaire and temperature check meet passing requirements, you will be granted access

If you do not have a face covering, face coverings are available at the gate but must be requested from the guard.



Notes:

4.5 Arriving on Site – Access Denied

Arriving on Site – Access Denied

- Anyone who is flagged due to their questionnaire responses or has an elevated temperature will not be allowed access*
 - Anyone who is denied access is responsible for contacting their supervisor if denied access to the site due to failing the screening process
- FRA employees, on-site users and on-site residents may elect to be tested for COVID-19 if denied access at the gate. This must be coordinated/scheduled with the Fermilab Medical Office at 630-840-3232.



Lederman Science Center
Parking Lot Testing Location

**On-site residents will be allowed to return to their residence to quarantine.*



5. Protective Behaviors

5.1 Protective Behaviors – Common Areas

Protective Behaviors – Common Areas



Elevator Occupancy

- Occupancy will be posted for each elevator
- Face coverings required



Wilson Hall Stairs

- Uni-directional signage will be posted
- North stairways = up
- South stairways = down
- Face coverings are required



Corridors

- Use the right hand side of corridors for traveling
- Brief passing of others is not considered close contact
 - face coverings are required
- Be aware of your surroundings and be courteous to others



5.2 Protective Behaviors – Common Areas cont.

Protective Behaviors – Common Areas



Gov't Vehicle Use

- Two personnel maximum
- Face coverings required when more than one occupant
 - note: Safety glasses are not required

Taxi service will be available

- On-call only
- Limit of four passengers only
- Face coverings required
- Routinely cleaned



The Users Office And Badging Office are Open

- By appointment only
 - 48 hours notice
 - 630-840-4506

Service Desk

- Call ahead
- 630-840-2345



Conference Rooms

- Not available for large gatherings
- Occupancy loads will be posted at each location
- Continue to prioritize teleconferencing

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5.3 Protective Behaviors – Common Areas cont.

Protective Behaviors – Common Areas



Break/Lunchrooms

- Personnel are encouraged to eat and drink alone, if possible.
- Personnel are allowed to remove a mask while eating or drinking only when:
 - Hands are washed or sanitized prior to eating or drinking.
 - At least 6 feet is maintained between people at all times if more than one person must be in the lunch/breakroom at the same time. (Lunchroom occupants run the risk of quarantine if exposed.)
 - Room occupancy limits are observed.
 - Masks are donned immediately when eating/drinking is done or when traversing the area.
 - Areas are wiped down with sanitizing cleaner when eating/drinking is complete.
 - Wash/sanitize your hands before returning to work.

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6. Protective Measures

6.1 Protective Measures cont.

Protective Measures

- Fermilab's Work Planning and Control requirements (FESHM 2060) must be implemented. Including:
 - management review of work plans
 - subject matter expert review
 - hazard analysis (required for working within 6 feet of another person)
 - Some D/S require D/S Head approval of work within 6 feet of others. Check with your management for hazard analysis approval requirements.
 - job walk downs
 - etc.
- Walkdown your work areas to ensure everything is in good order.
- Ensure all equipment IF it has been idle.



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6.2 Protective Measures – Equipment & Behavior

Protective Measures – Equipment & Behavior

Fermilab COVID-19 Protective Equipment and Behavior Risk Chart

Fermilab COVID-19 Protective Equipment and Behavior Risk Chart

Potential Exposure Activity	Risk Category	Protective Equipment Requirements	Additional Requirements
Outdoors, separated from other personnel	0	None	<ul style="list-style-type: none"> Maintain a 6 foot or greater social distance.
Inside buildings or enclosures, other common spaces (e.g., elevators, lunchrooms, hallways, vehicles)	1	Face covering (not required to be worn when alone in your personal office with a floor-to-ceiling wall and door that is closed)	<ul style="list-style-type: none"> Maintain a 6 foot or greater social distance when possible. Minimize the capacity/ventilation for elevator (spaced next to elevator car) and restrooms. Limit of two individuals in a government vehicle. <ul style="list-style-type: none"> Face coverings not required when alone. Clean touched surfaces prior to leaving a common area. Wash/sanitize hands after touching surfaces or removing face covering. Eat alone whenever possible by utilizing compliant offices, or staggering lunch break schedules. Maintain a 6 foot or greater social distance from others. Respect the room capacity limitations. Clean surfaces after eating/drinking. Wash/sanitize hands prior to eating/drinking and before returning to work. Don't touch immediately after eating/drinking is complete or when traversing in the area. Footlock shoe means are discouraged.
Inside a lunchroom/ breakroom or other common area when eating or drinking	2	Face covering (removed only when eating or drinking)	<ul style="list-style-type: none"> Maintain a 6 foot or greater social distance from others. Respect the room capacity limitations. Clean surfaces after eating/drinking. Wash/sanitize hands prior to eating/drinking and before returning to work. Don't touch immediately after eating/drinking is complete or when traversing in the area. Footlock shoe means are discouraged.
Working within 6 feet of another individual	3	<ul style="list-style-type: none"> Face covering and face shield and impervious gloves. OR Face covering and safety glasses/goggles and impervious gloves. 	<ul style="list-style-type: none"> Approved written hazard analysis describing the task, hazards, and protective measures. Division/Section Head approval is required by some D/S; confirm approval requirements. Wash hands after removing protective equipment.

NOTE 1: "Face covering" means cloth face mask or disposable face mask.

NOTE 2: Medical and first response personnel are to follow their approved control process.

* Risk Category 2 and 3 activities may result in quarantine if one person develops COVID-19 symptoms or has a confirmed COVID-19 diagnosis.

Contact your supervisor or DSO with questions regarding this chart.

Version 4.0 (January 26, 2022)

Click to enlarge the chart

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chart (Slide Layer)

Fermilab COVID-19 Protective Equipment and Behavior Risk Chart			
Potential Exposure Activity	Risk Category	Protective Equipment Requirements	Additional Requirements
Outdoors, separated from other personnel	0	None	<ul style="list-style-type: none"> Maintain a 6 foot or greater social distance.
Inside buildings or enclosures, other common spaces (e.g. elevators, lunchrooms, hallways, vehicles)	1	Face covering (not required to be worn when alone in your personal office with 4 floor-to-ceiling walls and door that is closed)	<ul style="list-style-type: none"> Maintain a 6 foot or greater social distance when possible. Respect the capacity limitations for elevators (posted next to elevator car) and restrooms. Limit of two individuals in a government vehicle. <ul style="list-style-type: none"> Face coverings not required when alone. Clean touched surfaces prior to leaving a common area. Wash/sanitize hands after touching surfaces or removing face covering.
Inside a lunchroom/breakroom or other common area when eating or drinking	2	Face covering (removed only when eating or drinking)	<ul style="list-style-type: none"> Eat alone whenever possible by utilizing compliant offices, or staggering lunch break schedules. Maintain a 6 foot or greater social distance from others. Respect the room capacity limitations. Clean surfaces after eating/drinking. Wash/sanitize hands prior to eating/drinking and before returning to work. Don mask immediately after eating/drinking is complete or when traversing in the area. Potluck style meals are discouraged.
Working within 6 feet of another individual	3	<ul style="list-style-type: none"> Face covering and face shield and impervious gloves OR Face covering and safety glasses/goggles and impervious gloves 	<ul style="list-style-type: none"> Approved written hazard analysis describing the task, hazards, and protective measures. Division/Section Head approval is required by some D/S; confirm approval requirements. Wash hands after removing protective equipment.

NOTE 1: "Face covering" means cloth face mask or disposable face mask.
 NOTE 2: Medical and first response personnel are to follow their exposure control protocol.
 * Risk Category 2 and 3 activities may result in quarantine if one person develops COVID-like symptoms or has a confirmed COVID-19 diagnosis.
 Contact your supervisor or DSD with questions regarding this chart.

Version 4.0 (January 28, 2021)

6.3 Protective Measures – Face Coverings

Protective Measures – Face Coverings

- Face coverings are required when inside buildings and outside when > 6 feet of social distance cannot be maintained.
- Face coverings may be removed when alone in your personal office that has 4 floor-to-ceiling walls with the door closed.
 - Masks must be donned when other personnel enter the office.
 - Face coverings must be worn in cubicles and other shared workspaces.
- Face coverings may be removed to eat or drink. You must have at least 6 feet of distance between yourself and others before removing your face covering to eat or drink. Face coverings must be donned immediately after you have finished eating/drinking.



*Launderable
cloth mask*

The face covering must cover your nose and mouth, snugly, but not impact your breathing.



6.4 Protective Measures – Face Coverings cont.

Protective Measures – Face Coverings cont.

- On-site personnel will have the option of a disposable face covering or a launderable cloth face covering, available in the stockroom
 - COVID-19 Protective Equipment Stockroom Supplies here: <https://esh-docdb.fnal.gov/cgi-bin/sso/ShowDocument?docid=5518>
- Personnel are responsible for laundering cloth face coverings supplied by Fermilab.
 - Disposable face coverings shall be thrown into a lined trash can
- Personnel may provide and wear their own face covering that is consistent with [CDC guidance for face coverings](#).
 - Face coverings must be multi-layered and cannot have exhalation valves.



Disposable face mask

The laboratory will provide face coverings to those who do not supply their own.



6.5 Protective Measures - Gloves

Protective Measures - Gloves



- Gloves are required for any close contact work.
- Gloves must be used when personnel are not able to easily sanitize surfaces between workers or more than one worker is working on the same equipment (sharing equipment should be minimized).



- Once work requiring gloves is complete, remove and dispose in a lined trash can and wash your hands.
 - Any impervious gloves are acceptable
 - Designate tools, vehicles, equipment, etc. to individuals to avoid multiple users
 - Clean tools with soap and water or other cleanser after use



6.6 Protective Measures - Cleaning

Protective Measures - Cleaning

- Personnel are encouraged to clean common areas in their immediate work area such as:
 - Printers
 - Copiers
 - Break tables
 - Kitchens
 - Microwave exteriors
 - Vending machines
 - etc.
- Contact the stockroom for availability of supplies.
 - Due to COVID-19 the supplies may be limited, order only what you need



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6.7 Protective Measures – Cleaning cont.

Protective Measures – Cleaning cont.

- Custodial Services
 - Custodial Services is available for detail cleanings through the normal service request process
 - Custodial Services can increase frequency of cleaning depending on the areas being used
 - Div/Sec Management should develop a list of high priority areas and communicate them to building management.
 - Building management can then request additional cleaning upon Custodial Services' availability.
- For positive cases, contact the building manager/area facility manager to arrange for deep sanitizing

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7. Emergencies

7.1 Emergencies in the era of COVID-19

Emergencies in the era of COVID-19



- **Always follow emergency response procedures!**
- Emergency situations such as tornadoes, fire, active shooter take precedence over social distancing



- Follow the appropriate emergency response plan depending upon the situation
 - Always keep your face covering on you, so you will have it in case of emergency
 - Take steps to physically distance yourself from others as much as possible

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8. Resources

8.1 Resources

Resources



- [COVID Information Library](#)
- [COVID-19 Employee Information and Resources](#)
- [Coronavirus \(COVID-19\) – Fermilab information](#)
- [CDC Coronavirus \(COVID-19\)](#)
- [OSHA COVID-19](#)
- [IDPH Coronavirus 2019](#)

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Notes:

9. Conclusion

9.1 *Thank you and stay healthy!*

Thank you and stay healthy!

- Fermilab is committed to your safety.
- We all share the responsibility to reduce the spread of COVID-19 throughout the community and workplace.
- By implementing the safety work practices described in this training, we can lower the risk of spreading the virus.
- Stay safe, wash your hands!



Notes:

9.2 Test

You must take and pass a test in order to receive TRAIN credit for completing this course.

[Request Test](#)

If you have issues accessing the test, please contact [ESH Admin](#).



Notes: