



Department of Resources Recycling and Recovery  
Site Safety and Health Plan

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**State Hazard Tree Removal Program  
Butte County, California  
Town of Paradise**

**January 2020**



Photo: Camille von Kaenel, *Chico Enterprise-Record*

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## Acronyms and Abbreviations

APR	Air-purifying respirator
CalFire	California Department of Forestry and Fire Protection
CalOES	California Office of Emergency Services
Cal/OSHA	California Occupational Safety and Health Administration
CalRecycle	California Department of Resources Recycling and Recovery
CCR	California Code of Regulations
CIH	Certified Industrial Hygienist
CO	Carbon monoxide
CPR	Cardiopulmonary resuscitation
County	Butte County
CSP	Certified Safety Professional
dBA	Sound level measurement in decibels on A-weighted scale
FSC	Finance and Administration Section Chief
HEPA	High-efficiency particulate air
HHW	Household hazardous waste
HVAC	Heating, ventilation, and air conditioning
IC	Incident Commander
IDLH	Immediately dangerous to life or health
IH	Industrial hygienist
IMT	Incident Management Team
mg/m <sup>3</sup>	Milligrams (substance) per cubic meter (of air)
mph	Miles per hour
NESHAP	National Emissions Standards for Hazardous Air Pollutants
NIOSH	National Institute for Occupational Safety and Health
N95 respirator	A voluntary-use disposable dust mask that filters 95 percent of very small (0.3 microns) particles from air and does not provide protection from oils
Operations Plan	Tree Removal Operations Plan (TROP)
OSC	Operations Section Chief
OSHA	Occupational Safety and Health Administration
PE	Professional engineer
PEL	Permissible exposure limit
PG	Professional geologist
PPE	Personal protective equipment
ppm	Parts per million
PSC	Planning Section Chief
Proclamation	Governor's Proclamation of State of Emergency
Right-of-Way (ROW)	Property owned and operated by the Department of Transportation (CalTrans) for transportation purposes. This may include land, access rights, or both.
RCS	Respirable crystalline silica (smaller than 10 microns)
Roadway	That portion of the highway included between the outside lines of the sidewalks, or curbs and gutters, or side ditches including also the appertaining structures, and all slopes, ditches, channels, waterways, and other

Slash	features necessary for proper drainage and protection. Coarse and fine woody debris generated during logging operations
SOFR	Site Safety and Health Officer
SSHP	Site-specific Safety and Health Plan
TROC	Tree Removal Operations Center
TROP	Tree Removal Operations Plan
TWA	Time weighted average
USCG	United States Coast Guard
USEPA	United States Environmental Protection Agency
USFS	United States Forest Service



## **1. Introduction**

This Site Safety and Health Plan (SSHP) has been developed for the activities performed by the Department of Resources Recycling and Recovery (CalRecycle) staff associated with removing hazard trees damaged by the Camp Fire Incident in Butte County.

The Camp Fire began the morning of November 8, 2018 in Butte County and burned for 18 days. It was contained on November 25, 2018. The fire spread very fast due to dry weather, strong winds and heavy fuel loading. It is the most destructive and deadliest wildfire in California history. The fire burned 153,336 acres and destroyed 13,972 residences, 528 commercial buildings and 4,293 other buildings. There were 86 civilian fatalities and three firefighter injuries.

Acting Governor Gavin Newsom issued an emergency proclamation On November 8, 2018 for Butte County due to the effect of the Camp Fire. President Trump approved California's Major Disaster Declaration on Monday November 12, 2018. The Proclamation (Appendix A) authorized the state government to "utilize and employ state personnel, equipment, and facilities for the performance of any and all activities consistent with the direction of the Office of Emergency Services and the State Emergency Plan." This included the removal of the debris and burn ash by CalRecycle from damaged parcels in order to protect public health and safety.

The emergency proclamation has been extended to include the removal of hazard trees with the potential to impact roadways, rights-of-way, and public safety within the Camp Fire burn scar.

Butte County and California's Office of Emergency Services (CalOES) will create a unified command and oversee the removal of hazard trees. CalRecycle will dedicate their Incident Management Team (IMT) to the incident and issue contracts to environmental contractors to perform work.

CalRecycle staff shall follow this SSHP to ensure worker safety. This plan is based on known conditions at the time the plan was written and may be updated as newer information is received. This document will be considered a DRAFT until all supporting documents have been attached, which include, but are not limited to, the Community Health and Safety Plan, Tree Removal Operations Plan (Operations Plan), and any air monitoring plans that are completed by CalRecycle or their consultants.

## **2. Scope of Work**

CalRecycle's Incident Management Team (IMT) is tasked by CalOES to assist in the removal of hazard trees with the potential to impact the roadways, rights-of-way, and public safety after the Camp Fire.

### **PURPOSE**

The purpose of the site work is to remove trees from parcels, roadways, and rights-of-way, in the fire damaged area. To date, the number of trees to be removed has been estimated at 300,000.

CalRecycle is tasked by CalOES to assist the County by providing resources to plan and execute tree removal for affected sites. The site work will involve the removal, loading, and transportation of trees and tree-related material (slash) to acceptable biomass and reuse facilities of CalRecycle's choosing.

The County has identified publicly owned land near roadways, and individual publicly and privately owned parcels.

CalRecycle will assist the County by:

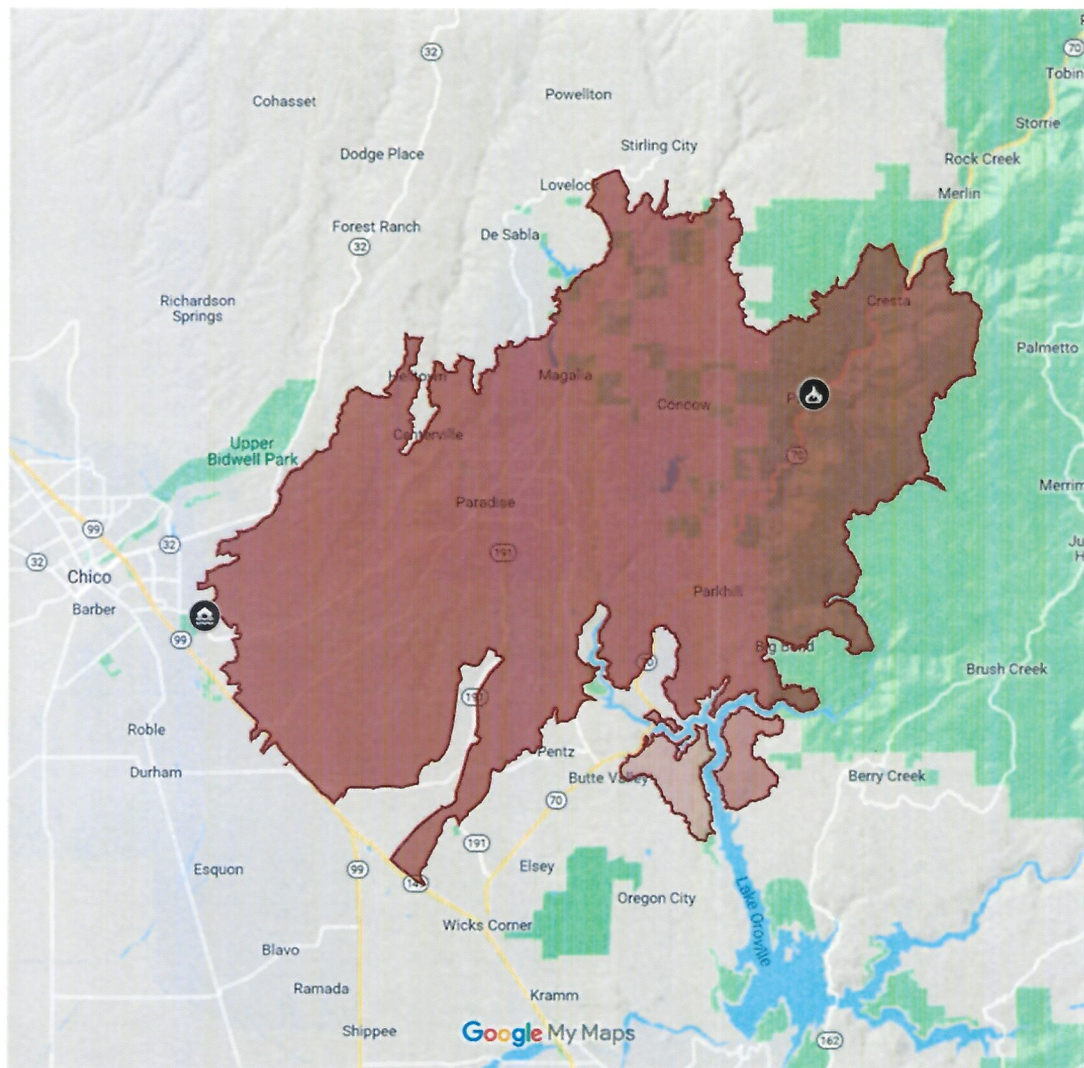
1. Removing and disposing of hazard trees identified by a Registered Professional Forester;
2. Segregating and sorting material and delivering it to biomass facilities;
3. Providing traffic control;
4. Site contouring, posting signs, and ensuring erosion protection during the project;
5. Installing erosion control devices.

### **SITE DESCRIPTION AND BACKGROUND**

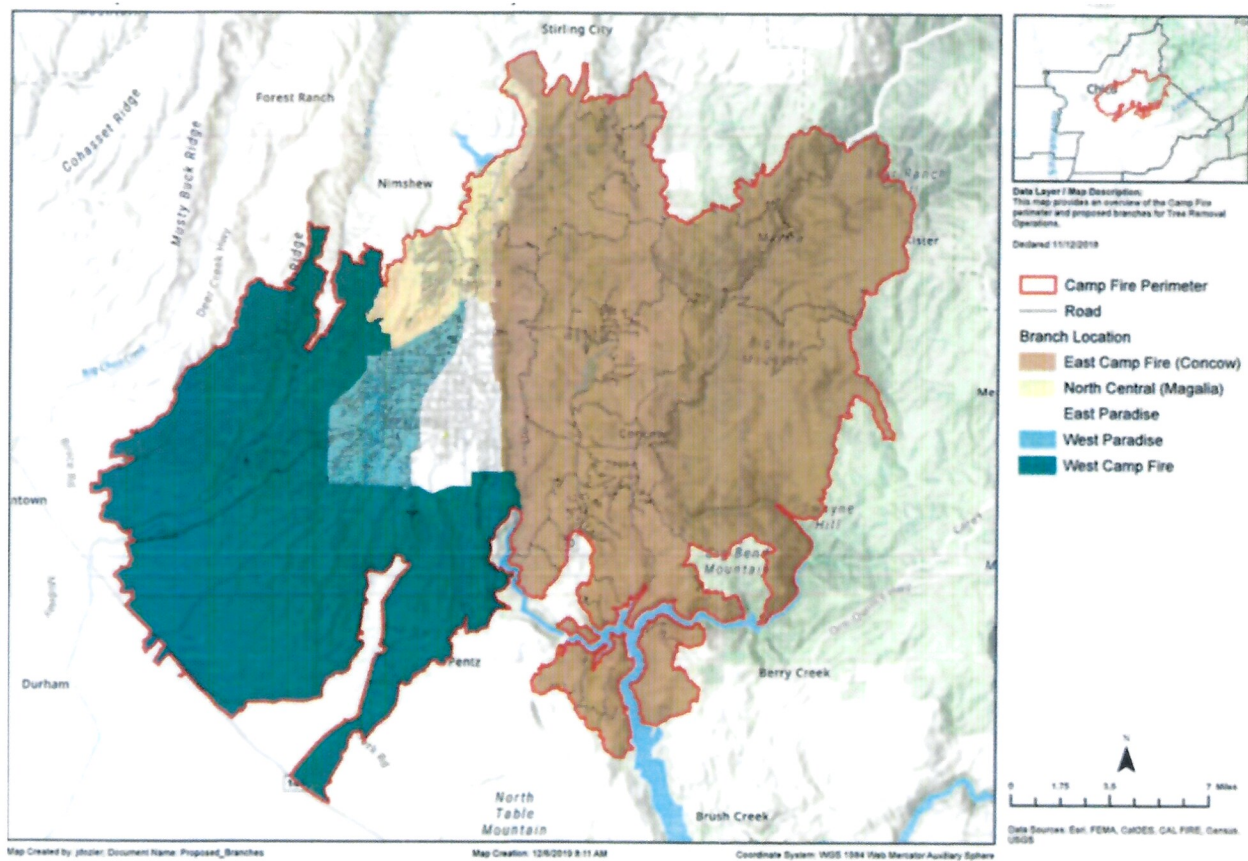
#### **Location**

The Town of Paradise is located approximately eight miles east of Chico. Elevation is 1778 feet above sea level. The Camp Fire started near Pulga Road at Camp Creek Road in Butte County. The fire burned 153,336 acres in Butte County and directly through the Town of Paradise, where the majority of structures were lost. Approximately 13,972 residences, 528 commercial structures, and 4293 outbuildings were destroyed by the Camp Fire. Figure 1 shows the burn area. The hazard tree removal area has been divided into five operational areas representing five separate drainage areas within the Camp Fire burn scar. Each operational area will have its own Public Agency, Public and Private Utility Right-of-Way (ROW) Exemption. Figure 2 shows the operational areas.

**Figure 1. Site Location Map of the Camp Incident, Butte County**



**Figure 2. State Hazard Tree Removal Operational Areas**





## Tree Removal Operations Center

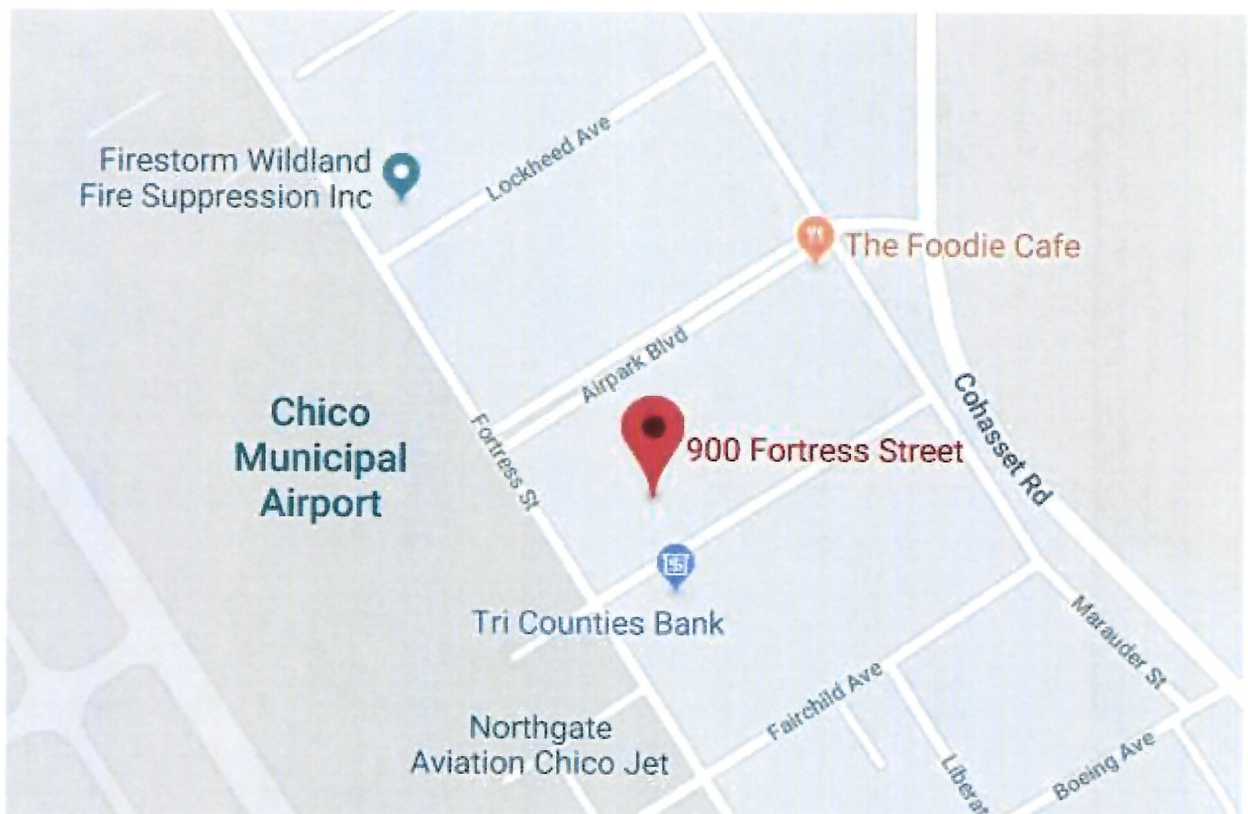
A Tree Removal Operations Center (TROC) has been established for managing operations, answering questions from the public, and storing field supplies. The TROC will be equipped with office supplies, printers, Internet access and sanitary facilities. Figure 3 shows the location of the Tree Removal Operations Center.

The TROC is located at the following address:

900 Fortress Street  
Chico, CA 95973

Hours of Operation: 8:00 am – 6:00 pm, Monday - Friday  
8:00 am – 1:00 pm, Saturday

**Figure 3. Tree Removal Operations Center**



### **3. Key Personnel & Responsibilities**

It is the policy of CalRecycle to provide safe and healthy working conditions for employees when performing hazard tree removal after a declared state of emergency. All CalRecycle personnel on-site during the remediation and clean-up project are to adhere to standard safety policies. Each employee is responsible for reporting any injuries, incidents, and safety infractions to the Site Safety and Health Officer (SOFR) so treatment can be obtained and/or corrective action taken.

#### **KEY PROJECT PERSONNEL**

CalRecycle Contract Administrator/Liaison: Robert Healy, PE  
Senior Waste Management Engineer  
CalRecycle  
Engineering Support Branch/Disaster Response Unit  
(916) 341-6132

Project Safety & Health Officer: Vince Paul  
Senior Safety Engineer  
CalRecycle/Health and Safety Section  
(916) 341-6782

Site Safety and Health Officers (SOFR): Andy Marino  
Associate Safety Engineer  
CalRecycle/Health and Safety Section  
(916) 341-6366

Elizabeth Garner  
Associate Safety Engineer  
CalRecycle/Health and Safety Section  
(916) 341-6213

Operations Section Chiefs (OSC): Bruce Berger, PE  
Waste Management Engineer  
CalRecycle/Engineering Support Branch/Disaster Response Unit  
(916) 341-6729

Stephen Eto, PE  
Waste Management Engineer  
CalRecycle/Engineering Support Branch/Disaster Response Unit  
(916) 341-6504

Planning Section Chief (PSC): Pauline Totten  
Planning Section Chief  
CalRecycle/Engineering Support Branch  
(916) 341-6583

Finance and Administration Section Chief (FSC): Jarrod Ramsey-Lewis, PE  
Waste Management Engineer  
CalRecycle/Engineering Support Branch/Disaster Response Unit  
(916) 341-6450

## KEY SAFETY ROLES

### **Operations Section Chief**

The Operations Section Chief is ultimately responsible for site safety and health and will provide the materials and maintenance of equipment necessary to enhance and maintain safe site and work conditions. Responsibilities of the Operations Section Chief include project scheduling, cost updating, and overall project direction. In addition, the Operations Section Chief is responsible for determining the extent and level of input required for technical issues that arise during the project. The Operations Section Chief will serve as the primary point of contact. If the Site Safety & Health Officer is not present at the site, the Operations Section Chief or their designee will assume all safety and health responsibility of the site.

### **Project Safety & Health Officer**

The Project Safety and Health Officer will be responsible for review and approval of CalRecycle's Site Safety and Health Plan (SSHP) and will assist and advise the Site Safety and Health Officer (SOFR). He/she has the authority to stop unsafe operations, recommend the removal of unqualified personnel from the work area, and approve changes to CalRecycle's SSHP.

The Project Safety and Health Officer will have responsibility for integrating all aspects of CalRecycle's SSHP into this hazard tree removal project. His/her duties include advising the SOFR on all related Health and Safety aspects, reviewing any Site Specific Safety Plans for compliance and completeness, and establishing and monitoring all related Health and Safety procedures through site safety audits.

The Project Safety and Health Officer will coordinate with the SOFR to ensure overall compliance with the SSHP. The SOFR will provide ongoing communication with Project Safety and Health Officer on issues related to site operations.

### **Site Safety and Health Officer (SOFR)**

The SOFR is responsible for overseeing work areas and identifying conditions that may pose a hazard to personnel or the public. The SOFR will convey any concerns or changes before work commences for the day through daily tailgate meetings. The SOFR is required to conduct regular safety inspections, and to implement and enforce the project safety program and procedures. The SOFR will work closely with the Operations Section Chief to ensure that all site personnel review and comply with the terms of the CalRecycle's SSHP. The SOFR performs duties such as verifying that personnel have appropriate training, coordinating emergency medical care, conducting



a daily site safety inspection (if required), and inspecting safety and health equipment. In addition, the SOFR is responsible for maintaining safety equipment, posting air monitoring results (if required), providing site orientation safety training for all personnel actively involved in site work (if required), and other site safety documentation.

The SOFR takes the following action(s) when appropriate:

- Orders the immediate shutdown of site activities in the case of a medical emergency, unsafe practice or if the SOFR deems it necessary.
- Ensures protective clothing and equipment are properly stored, used, and maintained.
- Ensures that the environmental and personnel monitoring operations are ongoing and in accordance with technical specifications and required procedures.
- Restricts visitors from areas of potential exposure to harmful substances.

The SOFR will maintain the safety log at the site. This log will include any daily safety meeting topics, training provided, site monitoring data, first aid administered, and all health and safety incidents. The SOFR will investigate all accidents, prepare an accident investigation report, and forward it to the Operations Section Chief and the Incident Commander.

### **Subcontractor Management and Personnel**

Subcontractor management is responsible for the compliance of their personnel with the Site Safety and Health Plan (SSHP). Since subcontractors are hired for their specific expertise, they must assume primary responsibility for the health and safety of their personnel. The subcontractor's Field Supervisor will also be responsible for performing regular safety inspections of their operations. The subcontractor shall participate in CalRecycle's safety meetings before commencing operations.

Subcontractors must also:

- Comply with all applicable California Occupational Safety and Health Administration (Cal/OSHA) regulations as defined in California Code of Regulations, Title 8
- Perform all work in accordance with this SSHP
- Conduct daily tailgate safety meetings and make the minutes available to the SOFR or the Operations Section Chief

#### **4. Logs, Reports, and Recordkeeping**

The following logs, reports, and records will be developed and maintained by the SOFR:

- Tailgate Safety Meetings (Appendix C)
- Site-Specific Health and Safety Plan
- Injury and Illness Prevention Program Records

## 5. Hazard Assessment

This section addresses the potential hazards identified with hazard tree removal and cleanup of the site, which include but are not limited to chemical, biological, physical, and environmental hazards. Hazard characterization and selection of worker protection methods for this project have been determined from previous cleanup jobs as well as the site's history.

### HAZARD ASSESSMENT

To provide protection for personnel on-site, the following table summarizes pre-determined high-risk hazards. The contaminants identified at the site, the work tasks performed, and the environmental conditions of the site were considered in making the determination.

#### SUMMARY OF SITE HIGH RISK HAZARDS

HAZARD	TYPE OF EXPOSURE	CONTROL MEASURES
Thermal stress	Physical	<u>Heat Stress</u> <ul style="list-style-type: none"><li>• Drink a quart of water per hour.</li><li>• Take cooling rest breaks in the shade.</li><li>• Avoid physical activity during the hottest part of the day if possible.</li><li>• Wear cool and breathable clothing.</li><li>• Apply sunscreen.</li><li>• Wear a hat, sun visor, or some form of personal shade protection.</li></ul> <u>Cold Stress</u> <ul style="list-style-type: none"><li>• Ensure clothing and boots have adequate insulation.</li><li>• Avoid working alone.</li><li>• Getting wet from rain or sweat can worsen heat loss in cold weather.</li><li>• Wear rain protective clothing and rubber boots in rain and cold weather.</li><li>• If wet, change into dry clothing when possible.</li></ul>

HAZARD	TYPE OF EXPOSURE	CONTROL MEASURES
<b>Vehicles/Heavy Equipment</b>	<b>Physical</b>	<ul style="list-style-type: none"> <li>• Limit personnel around heavy equipment especially when there are moving parts.</li> <li>• Maintain situational awareness of all equipment working on the site.</li> <li>• Remain as far away from equipment as the job permits. If you have to move near equipment, establish eye contact with the operator before proceeding.</li> <li>• Never stand underneath an excavator or cherry picker bucket or anywhere else where there may be falling debris.</li> <li>• Use cones and spotters to assist with safety around heavy equipment.</li> <li>• Communicate with machine operators frequently.</li> <li>• Listen for backup alarms.</li> <li>• Wear high visibility safety vest around vehicles and heavy equipment.</li> </ul>
<b>Unstable Structures</b>	<b>Physical</b>	<ul style="list-style-type: none"> <li>• Do not stand or work around standing structures or trees damaged by fire.</li> <li>• Allow heavy equipment to knock down standing structures before working in an area.</li> <li>• Leave the area immediately if a structure shifts or unusual noises signal a possible collapse.</li> <li>• <u>Wear required PPE:</u> hardhat, high visibility vest, safety glasses, &amp; foot protection.</li> </ul>
<b>Slips, Trips, and Falls</b>	<b>Physical</b>	<ul style="list-style-type: none"> <li>• Wear proper footwear in the exclusion zone at all times.</li> <li>• Look where you are stepping.</li> <li>• Identify hazards, such as deep holes and uneven surfaces, and mark or communicate hazards to others onsite.</li> </ul>
<b>Electrical</b>	<b>Physical</b>	<ul style="list-style-type: none"> <li>• Stay clear of downed power lines. Be aware of overhead lines.</li> <li>• Always assume power lines are hot.</li> <li>• Report downed lines to the contractor.</li> <li>• Avoid lightning. See lightning emergency action plan (XXX).</li> </ul>
<b>Silica</b>	<b>Chemical:</b> Inhalation	<ul style="list-style-type: none"> <li>• Stay upwind</li> <li>• No dry sweeping or using leaf blowers for clean up.</li> <li>• Wear optional N95 respiratory protection (case-by-case basis).</li> </ul>
<b>Airborne Contaminants (e.g., carbon monoxide)</b>	<b>Chemical:</b> Inhalation	<ul style="list-style-type: none"> <li>• Ensure all occupied spaces are properly ventilated.</li> <li>• Do not leave vehicles or equipment running near enclosed spaces or air intake of HVAC systems or breathing equipment.</li> </ul>



HAZARD	TYPE OF EXPOSURE	• CONTROL MEASURES
<b>Airborne Contaminants</b> (e.g., carbon monoxide)	<b>Chemical:</b> Inhalation	<ul style="list-style-type: none"> <li>• Ensure all occupied spaces are properly ventilated.</li> <li>• Do not leave vehicles or equipment running near enclosed spaces or air intake of HVAC systems or breathing equipment.</li> </ul>
<b>Disease Vectors</b> (e.g., mosquitos, ticks, mice)	<b>Biological:</b> Injection/ Inhalation	<ul style="list-style-type: none"> <li>• Wear long-sleeved shirts and pants.</li> <li>• Do not stir up soil contaminated with rodent urine or droppings as the hanta virus may become airborne.</li> <li>• Wear insect repellent.</li> <li>• Check for ticks often.</li> <li>• Do not touch live or dead animals.</li> <li>• Do not put gear down in possible rodent habitat.</li> <li>• Dampen area before clean-up activities.</li> <li>• Avoid activities at dawn and dusk.</li> </ul>
<b>Venomous Snakes/Insects</b> (e.g. rattlesnakes, spiders, bees, wasps)	<b>Biological:</b> Injection	<ul style="list-style-type: none"> <li>• Wear long-sleeved shirts and pants.</li> <li>• Use gloves if moving debris.</li> <li>• Look before reaching</li> <li>• Inspect boots before putting on.</li> <li>• Wear insect repellent.</li> <li>• Do not disturb nests or hives.</li> </ul>
<b>Mammalian wildlife</b> (e.g. cougars, bears, coyotes, bobcats)	<b>Physical</b>	<ul style="list-style-type: none"> <li>• Avoid entering areas alone where predators have been seen; use the buddy system.</li> <li>• Make plenty of noise; do not run.</li> <li>• If attacked, fight back. Do not play dead. Get back to your vehicle as quickly as you can.</li> </ul>
<b>Noise</b>	<b>Physical</b>	<ul style="list-style-type: none"> <li>• Increase distance from the noise source.</li> <li>• Minimize noise exposure by rotating staff.</li> <li>• All workers shall wear required PPE properly.</li> <li>• Earplugs or earmuffs required when noise exceeds 85dBA.</li> </ul>
<b>Lightning</b>	<b>Physical</b>	<ul style="list-style-type: none"> <li>• Stop work, turn off equipment, and take shelter if the lightning is 30 or less. from the thunder (about 7 seconds per mile, so a little over 4 miles away from you).</li> <li>• Do not begin work again until 30 minutes from last instance of lightning.</li> <li>• Notify supervisor and safety officer when safe to do so.</li> </ul>

## LEVEL OF RISK OF EXPOSURE TO HAZARDS

<b>Operations</b>	<b>Medium</b>
<b>Health and Safety</b>	<b>Medium</b>
<b>Planning</b>	<b>Low</b>
<b>Finance</b>	<b>Low</b>

### **C. Crystalline Silica**

An abundant natural material, crystalline silica is found in stone, sand, and soil. Quartz is the most common form and is a component of sand, stone, rock, concrete, brick, block, and mortar. Commercial products can also contain quartz. These products include cleansers, cosmetics, pet litter, caulk, and paint. Silica may be present due to work being performed by other projects in the tree removal area.

Inhaling silica dust can cause silicosis, a disabling lung disease. Chronic silicosis develops after many years of low levels of exposure, but acute silicosis may develop after very short periods of high exposure. Silica exposure can also increase susceptibility to other respiratory diseases such as tuberculosis and lung cancer.

The risk of silicosis is related to the particle size of the dust. Not all silica sand is hazardous. The sand found in nature or on a beach is composed of large sized particles. Only dust particles smaller than 10 microns in size are considered respirable, able to be breathed in, and therefore hazardous. Respirable dust is collected with a size selective sampling device called a cyclone, which collects particles smaller than 10 microns.

The Cal/OSHA standard for Respirable Crystalline Silica (RCS) became effective October 2016 (Title 8, CCR 1532.3). There are two different PELs depending on the method of sampling. If size selective sampling is used which only collects the smallest particles, the worker's exposure to RCS is limited to a PEL of 0.05 mg/m<sup>3</sup> of silica dust on an 8-hour average. There is an Action Level of 0.025 mg/m<sup>3</sup>. If the sampling method collects the total dust in the worker's breathing zone, the PEL is 0.3 mg/m<sup>3</sup>.

### **D. Air Quality**

Active fires in the vicinity may lead to poor air quality. This may exacerbate symptoms for those with a respiratory illness, as well as cause problems for those who are otherwise healthy. When air quality is poor, stay indoors or wear a disposable dust mask (N95) to minimize exposure.

### **E. Nuisance Dusts**

Nuisance dusts refer to airborne dust particles without specific occupational exposure standards. Dust from this site may contain various types of nuisance particulates related to tree removal and heavy equipment use. Nuisance dusts in the air may reduce

visibility and can get into the eyes, ears and nose. The Cal/OSHA designated PEL is a TWA of 10 mg/m<sup>3</sup>. Every effort should be made to control dust with wet methods and to limit exposure to airborne dust by staying upwind and wearing dust masks.

Airborne contaminants in dust, ash, and soot may irritate airways and otherwise affect breathing.

- Stay upwind of dust generating activities.
- Use wet method to minimize dust in the air.
- When exposure to dust cannot be controlled or avoided, use a N-95 respirator or NIOSH-certified air-purifying respirator to avoid breathing the dust.
- Do not dry sweep or use leaf blowers to clean areas.

## DUST CONTROL

The contractors shall provide water or dust palliative, or both, as needed to prevent airborne nuisance dust at each site. Dust resulting from contractor's performance of the work shall be controlled at all times during this project. Past projects have proven successful in applying the appropriate amount of water needed to control dust.

## **F. Other Potential and Known Chemical Hazards**

**Carbon Monoxide (CO)** is an odorless, colorless gas and a byproduct of combustion. CO is produced any time you burn fuel in cars or trucks, small engines, stoves, lanterns, grills, fireplaces, gas ranges, or furnaces. CO can build up indoors, in trenches, or in partially enclosed outdoor spaces. Carbon monoxide can cause acute poisoning even at very low concentrations. The most common symptoms of CO poisoning are headache, dizziness, weakness, cherry red lips, upset stomach, vomiting, chest pain, and confusion. Continued exposure to CO can result in loss of consciousness and ultimately death. The Cal/OSHA designated PEL for CO is a time-weighted average of 25 ppm. It is important to keep any generators in a well-ventilated area and to ensure the exhaust is not collecting in an enclosed space such as a truck bed, or being pulled into a nearby HVAC system. No cars or heavy equipment should be left running in any enclosed space. If someone is experiencing symptoms of carbon monoxide poisoning, immediately move them to fresh air and take them to the hospital if condition does not improve quickly.

**Airborne contaminants in smoke** are made up of a complex mixture of gases and fine particles produced when wood and other organic matter burn. The biggest health threat from smoke comes from fine particles that can irritate your eyes and respiratory system. In healthy adults, this can cause problems such as burning eyes, runny nose, and bronchitis. Those individuals with chronic heart and lung diseases are more susceptible to ill effects from smoke and particulates. Fine particles can aggravate chronic heart and lung diseases and even are linked to premature death in people with these conditions. Watching air quality reports and limiting time and exertion outdoors when too much smoke is in the air is the most effective control measure.

**Gasoline** is a mixture of petroleum-derived chemicals. Benzene, toluene, xylene and ethyl benzene are the airborne contaminants of most concern. Health hazards



associated with gasoline exposure are mild irritation and effects on the central nervous system. Gasoline is a fire and explosion hazard. The Cal/OSHA designated PEL for benzene is a TWA of 1 ppm; for toluene, the PEL is 10 ppm, and for xylene, the PEL is 100 ppm.

**Diesel** is a fuel oil and a refined petroleum solvent that is mixture of paraffin and aromatics. Health hazards associated with diesel exposure are mild irritation to the eyes, skin, and throat. It is a fire hazard.

## PHYSICAL HAZARDS

### **A. Thermal Stress**

With the possible combination of ambient factors such as high air temperature, low air movement, high radiant heat, and protective clothing, the potential for heat stress is a major concern. All on-site personnel will be made familiar with the symptoms of heat stress and the conditions during which they may occur. Heat stress symptoms may include elevated heart rate, nausea, headache, lightheadedness, lack of coordination, decreased job performance, and/or slurred speech. The following table summarizes the causes and symptoms of the varying degrees of heat illness.

Heat Stress Condition	Causes & Symptoms
<b>Heat rash (prickly heat)</b>	Red or pink rash that looks like dots or tiny pimples, typically in places where clothing causes friction, such as armpits, elbow creases, and groin. Skin remains wet as sweat does not evaporate and sweat ducts are blocked.
<b>Heat cramps</b>	Painful muscle spasms that are typically caused by a lack of electrolytes in the body. Usually a result from sweating heavily and drinking large amounts of water without replacing the body's salt loss.
<b>Heat exhaustion</b>	Continuous loss of fluids and salt from sweating can cause heat exhaustion. Symptoms include heavy sweating, cool and moist skin, a weak pulse, and possible fainting, weakness, confusion, dizziness, nausea, diarrhea, blurred vision, and a normal or slightly high body temperature. Advanced stages can cause vomiting or loss of consciousness.
<b>Heat stroke</b>	Most serious heat illness – when sweating no longer helps the body regulate its internal temperature. Skin is hot, may or may not be dry. Often red or spotted. Individual is slightly confused & disoriented. Delirium, convulsions, or even unconsciousness may occur. Body temperature may be 105°F or higher.

The use of protective clothing and equipment can increase the effects of heat stress conditions on site workers. At 75 degrees Fahrenheit (°F) ambient temperature, the SOFR will become keenly aware of the effects of heat stress on project personnel and will alert the crew to become aware of any symptoms and encourage the crew to drink water frequently. Suitably cool water will be provided such that each crewmember will have enough water to drink at least one quart per hour. At 80°F, shade will be provided. At 95°F, high heat procedures shall be implemented. These procedures will include close supervision of employees, active observation of employees, and effective communication with employees.

The SOFR shall be responsible for performing all heat-related monitoring for employees and will monitor ambient temperatures throughout the day. The symptoms of heat-related disorders and preventive measures will be discussed during safety “tailgate” meetings. In the meeting, the SOFR will review high heat procedures, encourage employees to drink plenty of water, and remind employees of their right to take a cool-down rest when necessary.

In high heat conditions, the SOFR shall monitor for heat stress. Site personnel shall follow the appropriate work practices and monitor their potential heat stress condition. To reduce the potential for heat stress, a shaded area(s) will be available for employees outside of the exclusion zone where employees may cool down after removing personal protective clothing. The worker may sit in the shade, rest, and drink water for no less than 5 minutes at a time when they feel the need to do so to protect them from overheating. All workers will be encouraged to take rest breaks as often as is necessary in the shaded area and replenish fluids. At a minimum, workers will break every 2 hours for 10- to 15-minute rest periods. The frequency of breaks may need to be increased upon worker recommendation to the SOFR.

If personnel should begin to feel the onset of any heat stress signs or symptoms, they will immediately cease work, proceed to a shaded area, and rehydrate. In addition, if resting pulse rates exceed 110 beats after a 3-minute waiting period, then additional breaks will be taken. Workers are encouraged to increase water consumption to at least one quart per hour, or 2 gallons per day. Workers will avoid fluids that contain caffeine during the hottest part of the day. Workers are encouraged to drink small volumes of cool water about every 20 minutes for rehydration.

Workers should be paired using the buddy system to watch co-workers for signs and symptoms of heat stress. At no time should employees be left alone or unattended during conditions of high heat exposure.

## **B. Physical Safety Hazards**

There are numerous physical hazards associated with this project that, if not identified and addressed, could present operational problems as well as accidents and personal injury to the work force. In order to minimize physical hazards, standard safety protocols have been developed and will be followed at all times. The SOFR will observe the general work practices of all personnel and enforce safe procedures to minimize physical hazards.

### Tripping, Slipping, and Falling Hazards

CalRecycle personnel should maintain sure footing on all surfaces. Extra precaution should be made around unstable trees and slash piles. Tripping hazards that are found at the site shall be marked with orange caution paint. In order to minimize tripping hazards caused by tree removal, job supplies, and equipment, material will be removed daily from the work areas and stockpiled in their respective storage areas. This “housekeeping” effort will be enforced by the SOFR throughout the day.

### Head, Back, and Musculoskeletal Injuries

While performing site activities, CalRecycle staff may encounter situations where head trauma could occur. To prevent injuries that may be caused by overhead obstructions, impact, and penetration of falling objects, hard hats shall be worn. CalRecycle staff should not stand under or near any structures or trees that have been damaged by the fire, as they may be unstable and can collapse or fall. Maintain situational awareness when approaching or at an active tree removal site as you may not be able to see activity or hear communication calls from the site crew. Trees are under extra load when conditions are windy, rainy or snowy and may become unstable.

Personnel are to use safe lifting techniques whenever they lift heavy objects and seek assistance if the object is too heavy to lift safely.

### Heavy Equipment and Traffic

The use of heavy equipment for tree removal presents a potential safety hazard for personnel. **ALL SITE PERSONNEL WILL WEAR VISIBLE PROTECTIVE CLOTHING.** Only qualified personnel will operate heavy equipment. All other on-site personnel shall remain a safe distance from heavy equipment.

Personnel needing to approach heavy equipment while operating will observe the following protocols:

- a. Make eye contact with the operator (and spotter).
- b. Signal the operator to cease heavy equipment activity.
- c. Approach the equipment only after receiving the “go ahead” signal.

All construction equipment working within the residential zones shall maintain a speed of **15 miles per hour or less**. When working in densely populated neighborhoods, be aware of local traffic patterns, as neighbors will not be expecting heavy equipment and personnel.

All equipment must be in good working condition when in use at the Site. Equipment that does not appear to be in good repair or appears to be unsafe will not be put into service until all necessary repairs are made.

### Overhead Hazards

Any time there is work occurring overhead, there is the possibility that objects may be dropped, including tools, equipment, and tree limbs or branches. Be aware of work going on above your work area and maintain a safe distance of at least two times the

height of the tree from all tree work. The area beneath the work must be marked off with caution tape, barricades and signs. Also be alert to trees in the area that are not being worked on, which may be weakened, damaged, or dead, and can become uprooted or shed limbs or branches. Maintain situational awareness at all times as you may not see activity or hear communication calls from site workers. Trees may become unstable when conditions change with rain, snow, wind, and lightning.

In addition to the trees themselves, there may be equipment such as cranes, cherry pickers, grapple saws, and woodchippers that pose overhead hazards. Be alert, maintain a safe distance, and look up frequently.

### Impalement Hazards

Be alert to exposed rebar protruding from the ground on private parcels and public and private roads. Mitigate impalement hazards you encounter by placing rebar caps or removing the rebar. Watch where you walk to avoid protruding metal or branches. Wear cut-resistant gloves when handling slash and debris from tree removal. Do not climb on slash piles for any reason.

### Fatigue

Stress, long hours, and physical exhaustion may increase the risk of injury and illness. Fatigue can increase the incidence of mistakes and relaxation of safety precautions. To avoid excess fatigue, personnel should:

- Pace work throughout the day to avoid physical exhaustion.
- Rest and take breaks BEFORE exhaustion builds up.
- Get an adequate amount of sleep each night.
- Stay well hydrated and nourished.

### Potentially Hazardous Containers

Work activities shall stop immediately if a container, metal drum, or object that may be potentially dangerous is struck. Operations will not resume until the Site Health and Safety Officer determines the safety of the operation. If containers/drums are found to be rusted, in poor decrepit condition or bulging, they should not be touched or moved. Any container/drum suspected of containing hazardous materials/waste shall be viewed as dangerous and may be flammable.

### Lightning

Be aware of current and forecast weather conditions. In the event of a lightning storm, follow this procedure:

- Stop work, turn off equipment, and take shelter if the lightning is 30 or less from the thunder (about 7 seconds per mile, so a little over 4 miles away from you).
- Do not begin work again until 30 minutes from last instance of lightning.
- Notify supervisor and safety officer when safe to do so.

## Wind

Be aware of current and forecast wind conditions. If winds are 15 or more miles per hour sustained, or gusts are 20 or more miles per hour, work must stop. If conditions at a specific site are unsafe due to wind, regardless of wind or gust speeds, work must stop. Notify supervisor and safety officer when work is stopped due to wind.

### **C. Noise Hazards**

CalRecycle personnel exposure to high noise levels may come from the presence of heavy equipment used during tree removal. Employees may not be exposed to noise greater than the levels permitted by Cal/OSHA (90 dBA TWA for an 8-hour day). If levels are higher than this, engineering, administrative, or work practice controls are required. When the noise levels cannot be controlled through these methods, hearing protection, such as earplugs, will be worn. The SOFR will monitor employee noise exposure with a sound level meter and take appropriate action. Hearing protection will be provided and required if employees are exposed above 85 dBA for 8 hours. Equipment used for cleanup activities can generate noise well above 85 dBA. Noise exposure will be reduced significantly the farther a person is away from the source. The goal will be to limit exposure below 85 dBA.

Carry hearing protection with you at all times. Wear hearing protection while working near tub grinders, chippers, and any other equipment that poses a noise hazard.



## BIOLOGICAL HAZARDS

The following table summarizes some potential biological hazards:

Hazard	Avoidance
<b>Disease Vectors:</b> <ul style="list-style-type: none"><li>• Mosquitos</li><li>• Ticks</li><li>• Rodents</li></ul>	Mosquitos, ticks, and rodents may transmit diseases, such as West Nile Virus, Rocky Mountain Spotted Fever, Lyme Disease, and Hanta Virus. To reduce risk of infection by insects, wear long-sleeved shirts and pants, check for ticks often, wear insect repellent, and reduce field activities at dawn and dusk. To reduce risk of infection by rodents or other animals, do not handle live or dead animals and do not stir up soil contaminated with rodent urine or droppings as the Hanta Virus may become airborne. Dust masks should be worn when opening or cleaning cabins, barns or outbuildings.
<b>Animal and insect bites or stings:</b> <ul style="list-style-type: none"><li>• Bees</li><li>• Wasps</li><li>• Snakes</li><li>• Spiders</li><li>• Dogs</li><li>• Rodents</li></ul>	Animal and insect bites and stings can cause localized swelling, itching, and minor pain that can be handled by first aid treatment. In sensitive individuals, effects can be more serious, such as anaphylactic shock that can lead to severe reactions in the circulatory, respiratory, and central nervous system, and in some cases, even death. If a beehive is disturbed, run away. Do not attempt to capture any wild or semi-wild animals such as cats, rats or snakes due to the possibility of a bite or parasitic infestation. Use gloves and wear protective boots when disturbing debris piles. Leave area if a rattling is heard. Stray or displaced dogs may be present at the site. Contact the Sheriff to remove.
<b>Hazardous plants:</b> <ul style="list-style-type: none"><li>• Poison Oak</li></ul>	Poison oak is a poisonous plant native to California. It is a three-leaflet plant whose sap and crushed leaves contain a chemical, which if absorbed into the skin, causes an allergic reaction. Recognize and avoid the plant. If exposed, wash the affected area as quickly as possible with soap and cold water. Seek medical attention for a severe allergic reaction. Wash exposed clothing separately from other clothing.

## **6. Safety Inspections**

The CalRecycle SOFR and/or his or her designee will perform their own daily safety inspections. A report including results of the inspection and any corrective actions taken will be filed in the project files, with a copy to the CalRecycle Operations Section Chief. Identified safety and occupational health deficiencies and corrective measures shall be recorded.



## **7. Standard Field Activity Procedures**

To ensure the safety of personnel in the work area, CalRecycle staff shall practice the following activities:

- Stay upwind and a safe distance away from the source of any chemical hazard or dust plume whenever possible.
- Do not stand on slash piles.
- Do not touch or attempt to collect samples of soil, waste material, or debris of any kind without appropriate personal protective equipment.
- Avoid all heavy equipment or machinery operations that can pose a safety hazard. If heavy equipment or other vehicles are present, stay out of traffic routes. If staff needs to remain in traffic areas, advise equipment operators of your presence. Make sure they see you and stop the equipment before you approach them.
- Do NOT barbeque and/or cook at the job site.
- Scavenging of waste or wood is strictly FORBIDDEN.
- Portable fire extinguisher shall be available at the job site at all times.
- Avoid dusty operations. Leave dusty areas immediately and reenter only after dust has settled. Avoid being splashed by the water truck or entering freshly sprayed areas.
- When dusty operations are anticipated, use control measures such as a water truck.
- Avoid loud or sustained high noise levels. If you cannot hear the person next to you or the sound is loud enough to be uncomfortable, leave the area immediately and do not reenter without adequate hearing protection.
- Do not enter enclosed areas. Such enclosed areas include, sumps, drains, ground water wells, other sub-grade conduits, and any low areas where gas may collect.
- Avoid walking near operating equipment.
- Always be alert and watch for sharp objects such as medical syringes, nails, rebar, and broken glass, which may penetrate your boots or your hands, should you fall.
- Stay clear of steep slopes.
- Driving with heavy boots on can be hazardous and may cause loss of control to the vehicle.
- When parking on a hill or incline, set the parking brake.
- Use all personal protective equipment according to the manufacturer's instructions.
- Observe site conditions and wind direction. Note traffic patterns, work areas, and unusual activities.

- Keep vehicles away and upwind of all hazards including traffic, dust, active areas, landfill gas collection, venting or flame-off areas, etc.
- Entry into any excavation, trench, or confined space is prohibited. Watch for openings in the ground and avoid stepping into the spoils from excavations or trenches.

### Personal Hygiene

- Avoid hand or body contact with waste materials or any dirty or contaminated surfaces.
- Application of makeup is prohibited at the work area.
- Avoid touching eyes, nose or mouth with or without gloved hands. Hands and face should be washed with a disinfectant soap, immediately after leaving the work site. Always wash up thoroughly before leaving the site or as soon as possible thereafter.
- Be sure to containerize all contaminated materials in a plastic bag until you can properly dispose of them.
- Disposable gloves may not be reused.
- Always carry boots in plastic bags separately from other personal clothing.
- Water from sealed containers or coolers may be consumed if done carefully and away from contaminant sources. If possible, remove all personal protection equipment before entering any office to get drinking water.
- Eating and smoking are prohibited while onsite, except in designated areas.
- Wash hands before eating and before and after using the restroom.
- Always double-check your gear and equipment to insure that no uncontrolled contaminants leave the site with you.
- Whenever possible, dispose of all collected waste materials you may have generated.

### Personal Safety

- Due to possible illegal drug operations, staff shall exercise caution while traveling on site, particularly when entering an unfamiliar property.

## **8. Work and Support Areas**

Daily safety briefings will provide an overview of that day's work. Be aware of hazards specific to the work area, as well as hazards common on the project.

Upon entrance into the site, consultant team members will control access to site work zones.

### **EXCLUSION ZONE**

The exclusion zone is considered the zone of highest hazard. Before overhead work commences, this area will be marked off by the tree removal crew. State personnel will stay out of this area.

### **SUPPORT ZONE**

The support zone will consist of a clearly marked area where the support equipment and personnel not wearing the appropriate level of personal protective equipment will be located. Smoking, drinking, and eating will be allowed only in designated areas in the support zone. The location of the support zone may change depending on conditions.

### **ACCESS CONTROLS**

The Operations Section Chief or their designee shall establish the physical boundaries of each zone daily and shall instruct all workers and visitors on the limits of the restricted areas. No one shall be allowed to enter the restricted area without the required personal protective equipment for that area. The SOFR shall ensure compliance with all restricted area entry and exit procedures.

The Operations Section Chief or their designee shall also designate a decontamination point for personnel to exit from the contaminated area and enter into the clean area where personnel may rest and drink.

### **VISITOR ACCESS**

Visitors should check in immediately upon arrival with the Operations Section Chief or their designee. Only authorized visitors can access contaminated areas. Other site visitors will not be admitted to the exclusion and contamination reduction zones. The project area has limited access to residents living within and around the area so vehicular traffic may increase during the clean-up activities. Failure to comply with this site entry procedure will result in expulsion from the site. A visitors log will be kept by the Operations Section Chief or their designee.

## **9. Personal Protective Equipment**

All personnel entering the exclusion or contamination reduction zone must wear the appropriate level of protection as designated by this SSHP. Personal protective equipment will be used by personnel when performing activities related to tree removal operations at this site. When personnel can control their exposure through engineering or administrative controls, they shall do so.

The level of protection required shall be upgraded or downgraded based on the results of personal air monitoring, action levels from direct reading instruments, or a change in

site conditions. Changes in protection levels must be determined by the SOFR or their designee and approved by the Operations Section Chief/Onsite Operations Lead and Project Health and Safety Officer.

### LEVELS OF PROTECTION

Personnel working in the exclusion zone will wear the following personal protective equipment anywhere in the work zone:

- Hard hat
- High visibility safety vest with reflective tape
- Safety glasses with side shields
- Heavy boots with ankle support and non-slip soles
- Hearing protection, if needed
- Cut-resistant work gloves, if needed
- N95 respirator, for optional nuisance dust protection

### **Voluntary N95 Respirator Use**

The use of disposable dust masks provided by CalRecycle falls under the “voluntary respirator use” requirements of eight CCR 5144 (c) (2). CalRecycle will provide all respirator users with information related to voluntary respirator use as needed.

**Note:** The Health and Safety Officer encourages all field staff to use disposable dust masks voluntarily for dusty activities.

## **10. Site Monitoring**

### **AIR MONITORING**

Based on department experience with prior debris removal operations, air monitoring may be performed to evaluate air emissions in the community, to verify that there are no airborne contaminants resulting from the tree removal project. The purpose of air monitoring is to identify and quantify airborne contaminants to assist with protection of the public. If it is determined necessary, air monitoring will be performed onsite with the use of direct reading instrument(s) or by integrated sampling. CalRecycle's SOFR or their designee shall have the ability to perform air-monitoring independently from the contractor assigned to the project.

The SOFR or their designee shall log where site monitoring is conducted if needed. All CalRecycle instruments used for air monitoring during this project shall be calibrated prior to use with the calibration log and sampling results properly maintained. Airflow measurements shall be corrected for high altitude. An air-monitoring log can be found in Appendix D.

If air monitoring is deemed necessary, asbestos, heavy metals, dust, or other identified contaminants in the air at the work sites will be monitored by a certified industrial hygienist (CIH) or their designee as needed. If needed, monitoring shall be performed for the duration of the project or until the industrial hygienist determines that air monitoring may cease.

## 11. Emergency Response

Prior to all tree removal activities, all personnel shall review emergency egress routes for the site. All personnel shall follow direction of the Project Manager/Onsite Project Lead and/or SOFR when an emergency situation arises.

### Emergency Assistance Information

Emergency Contact	Telephone Number
Fire/Police/Ambulance	9-1-1
Enloe Medical Center 1531 Esplanade Chico CA 95926	(530) 332-7300
Cal/OSHA Redding District Office  John Wendland, District Manager 381 Hemsted Drive Redding, CA 96002	Phone: (530) 224-4743 Fax: (530) 224-4747  Email: DOSHRED@dir.ca.gov

### EMERGENCY SERVICES

All personnel shall be provided concise and clear directions and accessible transportation to local emergency services. A map showing directions to the nearest hospital will be posted on site. Fire extinguishers and a first aid kit shall be present on the site at all times.

### MEDICAL EMERGENCY PROCEDURES

The following procedures should be observed if an accident occurs:

#### Minor Injury

- Notify the SOFR.
- Have qualified first aid personnel treat injury.
- Record injury and include name of injured person, nature of injury and treatment given.

## **Serious or Major Injury**

In the event of a medical emergency when actual or suspected serious injury occurs, the following procedures shall be implemented:

- Survey the scene and evaluate whether the area is safe for entry.
- Remove the exposed or injured person(s) from immediate danger.
- Render first aid if necessary. Decontaminate affected personnel after critical first aid is given.
- Obtain paramedic services or ambulance transport to local hospital. This procedure shall be followed even if there is no visible injury.
  1. Call 9-1-1.
  2. Identify location, request medical assistance, provide name and telephone number.
  3. Request assistance from emergency medical service and/or additional assistance.
- Other personnel in the work area shall be evacuated to a safe distance until the SOFR determines that it is safe for work to resume. If there is any doubt regarding the condition of the work area, work shall not commence until all hazard control issues are resolved.
- Fill out accident reporting forms and associated documents.

If a fatal injury occurs, the following additional steps will be followed:

- Notify immediate supervisor.
- Notify Operations Section Chief/Onsite Operations Lead.
- CalRecycle will initiate contact with Cal/OSHA and other appropriate agencies.
- All work activities on the project must be stopped on the project for 24 hours.
- Assist Cal/OSHA as directed.

## **FIRST AID**

Only qualified personnel shall give first aid and stabilize an individual needing assistance. Top priority will be given to life support techniques (e.g., CPR) and life-threatening problems (e.g., airway obstruction, shock, etc.). Professional medical assistance shall be obtained at the earliest possible opportunity.

## **SPILL RESPONSE PROCEDURES**

CalRecycle does not expect a risk of leaks or spills of contaminated liquids or hazardous liquids. However, propane tanks should be removed with caution.

In the case of a spill of such contaminated or hazardous materials, the following procedures shall be followed:

- Determine a spill has occurred.
- Notify the SOFR.



- Identify protective clothing or equipment required to respond.
- Contain the spill.
- Document the incident.
- Initiate appropriate clean up.

### EARTHQUAKE RESPONSE

If an earthquake should occur during project activities, the following steps should be taken:

- Stop working.
- Remain calm and do not panic.
- If indoors, stay indoors away from windows and take cover under heavy furniture if possible.
- Do not use or do anything that might be a source of ignition, i.e., smoking, cutting, or welding.
- If outdoors, stay away from power lines, power poles, and windows.

### WILDFIRE RESPONSE

The State Hazard Tree Removal Incident Management Team will be responsible for monitoring the daily fire reports. If an event occurs, you will be notified to evacuate your site and meet at the primary muster point. Be prepared for road closures, use alternate routes and notify management. Maintain active lines of communication as best as possible during evacuation. If access to Chico is blocked, check local alerts or call the Chico Sheriff. Once assembled at the muster point, each IMT chief shall perform a head count of personnel and report to the SOFR, who shall then report to the IC. Personnel will remain in the area until an all-clear (a single, long air horn blast) is sounded or an authorized individual provides further instruction.

Notification to evacuate the site and meet at the primary muster point will occur as follows:

- The IC will notify the Operations Section Chief who will notify IMT (SOFR, Deputy Ops, Finance, Planning), Consultant TBD, and contractors TBD.
- Primary Muster Point: 900 Fortress Street, Chico.

### SITE EVACUATION PLAN

In the general case of a large fire, explosion, or toxic vapor release, the site must be evacuated. Personnel must evaluate the situation and assess the upwind direction. Personnel must evacuate to an upwind location following these steps:

- All personnel will assemble in an upwind area when the situation permits; a head

count will be taken.

- Determine the extent of the problem. Dispatch a response team in appropriate protective clothing to evacuate any missing personnel or to correct the problem.
- The above procedures will apply to all team members and will be discussed with them prior to the commencement of work.

The hand signal of “both hands on the waist” will be used to notify all personnel to leave the area immediately if all other means to communicate to staff on site fails.

### EMERGENCY WARNING SIGNAL

In the event of an emergency, a “warning” horn will be sounded which will be the indicator to stop work or evacuate the job site. After three loud blasts from the “warning” horn, staff will assemble at a pre-determined location. This location will be pre-determined at the tailgate meeting before work commences on site.

### VEHICLE ACCIDENTS

In the event of an injury accident, call 9-1-1. CalRecycle employees must fill out CalRecycle forms 269, 270, and 274 (Accident Identification, Vehicle Accident Report, and State Driver Accident Review) within 24 hours of the accident, whether they are driving a state vehicle or a rental vehicle. CalRecycle employees must call their CalRecycle supervisor and the CalRecycle vehicle coordinator.

Any employee involved in a vehicle accident while driving a rental vehicle must call the rental company to report damage. Any employee involved in a vehicle accident or experiencing a vehicle breakdown while driving a state vehicle should call the State Emergency Roadside Assistance number (800-600-6065). This includes non-accident issues like flat tires, overheating, or running out of gas.

**Non-CalRecycle employees must call their home agency supervisor and follow their agency’s procedure for vehicle accidents.**

In the case of a vehicle accident or breakdown, notify the safety officer (SOFR) and the supervisor in your ICS chain of command.

## 12. Emergency & Hospital Information

The nearest hospital to the job site is:

**Enloe Medical Center**  
**1531 Esplanade**  
**Chico CA 95926**  
**(530) 332-7300**

### Directions from the DROC

**13 min** (5.0 miles)  
via Cohasset Rd  
Fastest route, lighter traffic than usual

**900 Fortress St**  
Chico, CA 95973

- Take Airport Blvd to Cohasset Rd  
1 min (0.3 mi)
- Continue on Cohasset Rd to Chico  
11 min (4.6 mi)
- Drive to your destination  
1 min (404 ft)

**Enloe Medical Center**  
1531 Esplanade, Chico, CA 95926

The map displays a route starting at 900 Fortress Street and ending at Enloe Medical Center. The route is marked with a blue line. Key landmarks and parks shown include DeGarmo Park, Wildwood Park, and Lower Bidwell Park. The map also shows major roads like Airport Blvd, Cohasset Rd, and Esplanade. A scale bar indicates the distance and time for the route: 13 min (5.0 miles).

### 13. Training Requirements

#### TRAINING

All CalRecycle staff at this job site shall comply with CalRecycle's Health and Safety Field Policy training requirements.

All personnel working on the project are required to have site-specific safety **training as required by California Code of Regulations Title 8 applicable to the tasks they are performing**. Required training may consist of the following areas:

- Site specific training
- First Aid/Cardiopulmonary Resuscitation (CPR)
- Specialized hazard training.

#### **14. Site-Specific Pre-Job Safety Orientation**

All personnel working in field positions will be trained in the provisions of this SSHP and shall meet the requirements for CalRecycle's Health & Safety Policies, be required to sign the sign-in sheet and attend a site safety orientation meeting where the following topics will be covered:

- Key personnel and their responsibilities for site
- CPR and first aid trained personnel
- Site hazards
- Personal protective equipment/required levels of protection
- Location of safety equipment such as fire extinguishers
- Site standard operating procedures and safe work practices
- Work zones and site control measures
- Emergency and spill response and contingency plans

## 15. Workplace Violence

The Department of Resources Recycling and Recovery (CalRecycle) is committed to providing its employees and members of the public with a healthy, safe, and productive work environment that is free of abusive conduct, intimidation, bullying, harassment, threats, assaults, and acts of violence. CalRecycle may work together with state or local law enforcement to pursue prosecution through legal or other appropriate administrative solutions as a result of violations.

It is CalRecycle's policy to encourage all employees to immediately report any acts of workplace violence to their supervisor or to the Workplace Violence Prevention Policy Coordinator so that remedial action can be taken in a timely manner. Employees who report such conditions will not suffer any reprisals due to reporting an incident or participating in the complaint investigation process.

### DEFINITIONS

Abusive Conduct	Conduct of an employer or employee in the workplace, with malice, that a reasonable person would find hostile, offensive, and unrelated to an employer's legitimate business interests. Abusive conduct may include repeated infliction of verbal abuse, such as the use of derogatory remarks, insults, and epithets, verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, or the gratuitous sabotage or undermining of a person's work performance. A single act shall not constitute abusive conduct, unless especially severe and egregious.
Act of Violence	An act of violence is the attempt (coupled with the ability), or actual use of force of violence with the intent to threaten, intimidate, commit a violent injury, or damage/destroy property.
Assault	Under the law, an unlawful threat or unsuccessful attempt to do physical harm to another, causing a present fear of immediate harm. Such acts include, but are not limited to, pushing, shoving, or creating a condition that endangers or threatens the health and safety of state staff.



Bullying	Unwanted, repeated or habitual use of abusive behavior to dominate or humiliate another person that involves a real or perceived power imbalance. Conduct may include but is not limited to ridiculing, name-calling, mocking, hostile glares, deliberately excluding or isolating a person or causing damage to a person's work area or property.
Harassment	The creation of a hostile work environment through unwelcome words, actions, or physical contact not resulting in physical harm. Verbal harassment may include disparaging or derogatory comments or slurs, unreasonable or excessive criticism, or name calling.
Intimidation	When someone says or does something to cause someone of ordinary sensibilities to fear physical harm.
Stalking	Stalking occurs when any person willfully, maliciously and repeatedly follows and makes a credible threat with the intent to place that person in reasonable fear for his/her safety or the safety of his/her immediate family. Threat
Threat	A threat is a statement (verbal, written, or physical) which is intended to intimidate by expressing the intent to either hurt, take the life of another person, or damage/destroy property. This includes threats made in jest but which others could perceive as serious.
State Workplace	A state workplace shall be anywhere a state employee is conducting authorized state business, or on the way to and from (excluding normal commute) a location where state business is, will be, or has been, conducted.

Types of Workplace Violence	<p>The four major types of workplace violence are:</p> <p>Type I – Criminal Act The aggressor has no legitimate business relationship to the workplace and usually enters the affected workplace to commit a robbery or other criminal act such as robbery.</p> <p>Type II – Angry Customer The aggressor is either the recipient or the object of a service provided by the affected workplace or the victim, such as a current or former client, patient, customer, passenger, criminal suspect, inmate or prisoner.</p> <p>Type III – Worker-to-Worker The aggressor has some employment-related involvement with a current or former employee, supervisor or manager.</p> <p>Type IV – Domestic Violence The aggressor is someone who is known to a current employee, supervisor or manager such as a current or former spouse, a significant other, a relative or a friend.</p>
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## RESPONSIBILITIES

### **Reporting Workplace Violence**

All workplace violence incidents occurring while an employee is engaged in official State business must be documented and reported. **It is the responsibility of each and every CalRecycle employee who witnesses conduct or actions indicating a potential for workplace violence, or hears what they believe to be a threat of violence, to immediately report any and all acts of workplace violence to their supervisor, manager or to the WVPP Coordinator without fear of reprisal. All reports will be taken seriously.**

The initial verbal report must be followed up with written documentation using the CalRecycle Incident Report Form (CalRecycle 676), which should be provided to the WVPP Coordinator within two workdays from date of discovery of the incident. A blank Incident Report Form is included in Appendix D.

When reporting, include the following critical information:

- Names of the involved parties (i.e., perpetrator, victim and witnesses);
- Exactly what occurred;
- When the alleged incident occurred, where the event took place, and why it happened (if known).

**Non-CalRecycle employees working under this Site Safety and Health Plan (SSHP) who witness or experience a threat of workplace violence must immediately report the incident to their home-agency supervisor or manager.**

In addition, the employee must report the incident to one or more of the following:

- the CalRecycle Site Safety Officer (SOFR) on the project, whose contact information can be found in the current Incident Action Plan;
- The CalRecycle Workplace Violence Prevention Plan Coordinator, whose contact information can be found in the publicly available Internet CalRecycle Staff Directory;
- The CalRecycle Project Safety Officer, whose contact information can be found on page 10 of this Site Safety Plan.

## Appendix A: Proclamation of State of Emergency

### Executive Department

State of California

#### PROCLAMATION OF A STATE OF EMERGENCY

**WHEREAS** on November 8, 2018, the Camp Fire began burning in Butte County and continues to burn; and

**WHEREAS** this fire has destroyed homes and continues to threaten additional homes and other structures, necessitating the evacuation of thousands of residents; and

**WHEREAS** the fire has forced the closure of roadways and continues to threaten critical infrastructure; and

**WHEREAS** high temperatures, low humidity, and erratic winds have further increased the spread of this fire; and

**WHEREAS** the Federal Emergency Management Agency has approved a Fire Management Assistant Grant to assist with the mitigation, management, and control of the Camp Fire; and

**WHEREAS** the circumstances of this fire, by reason of its magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single local government and require the combined forces of a mutual aid region or regions to combat; and

**WHEREAS** under the provisions of Government Code section 8558(b), I find that conditions of extreme peril to the safety of persons and property exists in Butte County due to this fire; and

**WHEREAS** under the provisions of Government Code section 8571, I find that strict compliance with the various statutes and regulations specified in this order would prevent, hinder, or delay the mitigation of the effects of the Camp Fire.

**NOW, THEREFORE, I, GAVIN NEWSOM**, Acting Governor of the State of California, in accordance with the authority vested in me by the State Constitution and statutes, including the California Emergency Services Act, and in particular, Government Code section 8625, **HEREBY PROCLAIM A STATE OF EMERGENCY** to exist in Butte County due to the Camp Fire.

#### IT IS HEREBY ORDERED THAT:

1. All agencies of the state government utilize and employ state personnel, equipment, and facilities for the performance of any and all activities consistent with the direction of the Office of Emergency Services and the State Emergency Plan. Also, all citizens are to heed the advice of emergency officials with regard to this emergency in order to protect their safety.
2. The Office of Emergency Services shall provide local government assistance to Butte County, if appropriate, under the authority of the California Disaster Assistance Act, Government Code section 8680 et seq., and California Code of Regulations, Title 19, section 2900 et seq.



3. As necessary to assist local governments and for the protection of public health and the environment, state agencies shall enter into contracts to arrange for the procurement of materials, goods, and services necessary to quickly assist with the response to and recovery from the impacts of the Camp Fire. Applicable provisions of the Government Code and the Public Contract Code, including but not limited to travel, advertising, and competitive bidding requirements, are suspended to the extent necessary to address the effects of the Camp Fire.
4. The provisions of Unemployment Insurance Code section 1253 imposing a one-week waiting period for unemployment insurance applicants are suspended as to all applicants who are unemployed as a direct result of the Camp Fire, who applied for unemployment insurance benefits during the time period beginning November 8, 2018, and ending on the close of business on May 8, 2019, and who are otherwise eligible for unemployment insurance benefits.
5. Vehicle Code sections 9265(a), 9867, 14901, 14902, and 15255.2, requiring the imposition of fees, are suspended with regard to any request for replacement of a driver's identification card, vehicle registration certificate, or certificate of title, by any individual who lost such records as a result of the Camp Fire. Such records shall be replaced without charge.
6. The provisions of Vehicle Code sections 4602 and 5902, requiring the timely registration or transfer of title are suspended with regard to any registration or transfer of title by any resident of Butte County who is unable to comply with those requirements as a result of the Camp Fire. The time covered by this suspension shall not be included in calculating any late penalty pursuant to Vehicle Code section 9554.
7. Health and Safety Code sections 103525.5 and 103625, and Penal Code section 14251, requiring the imposition of fees are hereby suspended with regard to any request for copies of certificates of birth, death, marriage, and dissolution of marriage records, by any individual who lost such records as a result of the Camp Fire. Such copies shall be provided without charge.

**I FURTHER DIRECT** that as soon as hereafter possible, this proclamation be filed in the Office of the Secretary of State and that widespread publicity and notice be given of this proclamation.

**IN WITNESS WHEREOF** I have hereunto set my hand and caused the Great Seal of the State of California to be affixed this 8th day of November 2018.



GAVIN NEWSOM  
Acting Governor of California

ATTEST:



ALEX PADILLA  
Secretary of State

## Appendix B: Tailgate Meeting Format

(Form use optional)

Date: \_\_\_\_\_ Location: \_\_\_\_\_

Presented by: \_\_\_\_\_

Topics Covered:

- Health and Safety Plan
- On-site organization and coordination
- Emergency medical care and procedures including evacuation
- Contingency plan
- Additional controls for complex and/or hazardous jobs

Specific precautions for day's activities: \_\_\_\_\_

<u>ATTENDEE LIST</u>	
Print Name	Signature
_____	_____
_____	_____
_____	_____
_____	_____

1. Make a clear announcement to the group for the meeting to start.
2. Explain why the meeting is being held.
3. Keep the meeting from going off on a tangent. If an employee brings up a topic with merit, agree to talk about that topic later. Keep the tailgate meeting moving and keep the promise to discuss later.
4. Ask questions about accident causes and corrective actions from previous jobs. Allow time for discussion and questions.
5. Discuss job hazards at the site, along with safety controls that will prevent accidents.
6. Point out things that are being done right as well as problem areas.
7. Discuss standard field activity procedures (e.g., scavenging and barbequing are prohibited).
8. Use a real accident or safety concern case to emphasize a point. The more recent and closer (geographically) to your location, the more effective the example will be (e.g., no scavenging for bottles). Personal experiences are usually the best examples.

To hold the attention of the group, the tailgate meeting should be no more than 15 minutes. A copy of the daily tailgate meeting notes will be placed with this Site Safety and Health Plan.



## Appendix C: Air Monitoring Log

### Department of Resources Recycling and Recovery Health and Safety Program

Project Lead \_\_\_\_\_ SOFR \_\_\_\_\_

Site and Location \_\_\_\_\_

While on the job site, the Program Manager and/or Onsite Project lead shall perform air monitoring which will assist us in evaluating any potential hazards.

DATE	TIME	STAFF	MONITORING LOCATION	INSTRUMENT	READING	FIELD CONDITIONS	COMMENTS

*It is important to record all the information asked for on this form. Use space on back of Log to record additional information:*

Time: Record the time you begin monitoring.

Location: Identify where you are (e.g. near a trench, spoil pile, etc.)

Field Conditions: Weather (e.g. wind, rain, heat)

Comments: Recordings may include but not be limited to the approximate depth of the trench, proximity to water or homes.

## Appendix D: CalRecycle Incident Report Form (CalRecycle 676)

State of California  
CalRecycle 676 (Rev. 5/16)

Department of Resources Recycling and Recovery (CalRecycle)

### CALRECYCLE INCIDENT REPORT

INSTRUCTIONS: This form shall be completed for any incident(s) involving Department of Resources Recycling and Recovery (CalRecycle) employees, State equipment or information assets that occur at any work location, including off-site or home. This form must be submitted to the Workplace Violence Prevention Program Coordinator within two (2) days from the date of discovery of the incident.

Contacts: [WVPP Coordinator](#) & [EAP Coordinator](#) (916) 341-6660

DATE & TIME OF INCIDENT:	PERSON REPORTING INCIDENT:	
INCIDENT LOCATION:	DIVISION/BRANCH:	
INCIDENT ADDRESS:	WORK ADDRESS:	
CITY, STATE, ZIP CODE:	PHONE NUMBER/EMAIL:	
<b>SECTION I</b> (Complete for all incidents)		
<b>TYPE OF INCIDENT</b> (Check all applicable boxes)		
<b>PERSONAL ASSAULT</b> <input type="checkbox"/> Assault <input type="checkbox"/> Disruptive Behavior <input type="checkbox"/> Robbery <input type="checkbox"/> Weapon <input type="checkbox"/> Theft - Personal <input type="checkbox"/> Personal Theft <input type="checkbox"/> Other: _____	<b>FACILITY</b> <input type="checkbox"/> Alarm/Security <input type="checkbox"/> Bomb Threat <input type="checkbox"/> Burglary/Theft <input type="checkbox"/> Damage <input type="checkbox"/> Fire/ Fire Alarm <input type="checkbox"/> Physical Intrusion: (Please Indicate) <input type="checkbox"/> Controlled Building Access <input type="checkbox"/> Access to Controlled Work Areas	
<b>IDENTIFY ALL ORGANIZATIONS CONTACTED</b> (Check all applicable boxes)		
<input type="checkbox"/> CHP/Local Police <input type="checkbox"/> 9-1-1 (Crime-in-progress or life-threatening) <input type="checkbox"/> CalRecycle Staff: _____	<input type="checkbox"/> Building Security/Management <input type="checkbox"/> Health & Safety Office <input type="checkbox"/> Other: _____	
<b>ALL INDIVIDUALS INVOLVED IN INCIDENT</b>		
<input type="checkbox"/> Victim <input type="checkbox"/> Witness	NAME:	STATE EMPLOYEE: <input type="checkbox"/> YES <input type="checkbox"/> NO
	ADDRESS:	PHONE NUMBER:
<input type="checkbox"/> Victim <input type="checkbox"/> Witness	NAME:	STATE EMPLOYEE: <input type="checkbox"/> YES <input type="checkbox"/> NO
	ADDRESS:	PHONE NUMBER:
<input type="checkbox"/> Victim <input type="checkbox"/> Witness	NAME:	STATE EMPLOYEE: <input type="checkbox"/> YES <input type="checkbox"/> NO
	ADDRESS:	PHONE NUMBER:
<b>SECTION II</b> (Complete for all incidents)		
<b>INCIDENT INFORMATION</b> (Answer the following questions if they pertain to the incident)		



Was there a weapon involved?  <input type="checkbox"/> YES <input type="checkbox"/> NO	Do you suspect that this incident was intentional?  <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN	Do you suspect that this incident involves fraud, embezzlement, or other irregularities?  <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN
Was sensitive, confidential, or private information involved?  <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN	Were personal computers, systems, and/or applications affected?  <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN	Was software or hardware affected by this incident?  <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN
<b>SUBJECT'S DESCRIPTION</b> <i>(Complete this section to describe the person(s) who may have caused the incident)</i>		
NAME (If known):	GENDER: <input type="checkbox"/> Male <input type="checkbox"/> Female	APPROXIMATE HEIGHT:      WEIGHT:      AGE:
IDENTIFYING CHARACTERISTICS (e.g. hair color, glasses, scars, clothing description, etc.): <hr/> <hr/> <hr/> <hr/>		
IS THIS PERSON A STATE EMPLOYEE? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN		
<b>DESCRIPTION OF INCIDENT</b> <i>(Describe incident fully (Report FACTS: Include Who, What, When, Where, Why and How). Also, if equipment is involved, please indicate the TYPE and provide identification codes. If more space is needed, attach additional paper.)</i>		
<hr/> <hr/> <hr/> <hr/>		
<b>SECTION III</b> (Complete for all incidents)		
<b>CORRECTIVE MEASURES</b> <i>(Describe corrective measures fully (Report what was done and by whom))</i>		
<hr/> <hr/> <hr/> <hr/>		
<b>SECTION IV</b> (Complete for all incidents)		
REPORTING EMPLOYEE NAME (PLEASE PRINT):	SIGNATURE:	
TITLE:	DATE:	
<b>SUPERVISOR REVIEW</b>		
What action is being taken to prevent similar incidents? Briefly explain: <hr/> <hr/> <hr/> <hr/>		
SUPERVISOR NAME (PLEASE PRINT):	SIGNATURE:	
TITLE:	DATE:	



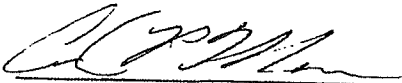
## Approvals

### Prepared by:

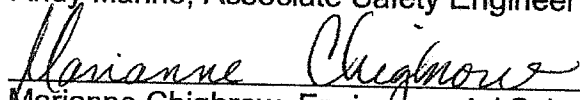


Lisa Garner, ASP, Associate Safety Engineer

### Peer reviewed by:

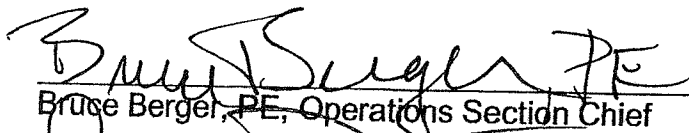


Andy Marino, Associate Safety Engineer



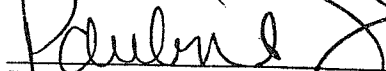
Marianne Chigbrow, Environmental Scientist

The undersigned personnel certify that this health and safety plan will be utilized for the protection of the health and safety of workers during the removal of hazard trees.



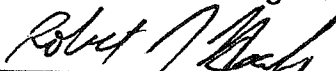
Bruce Berger, PE, Operations Section Chief

11/23/2020  
Date



Pauline Totten, Planning Section Chief

1/23/20  
Date



Robert Healy, PE, Contract Administrator/Liaison

1/22/20  
Date



Vince Paul, Project Safety Officer

1/23/20  
Date

The undersigned personnel have been briefed about the contents of this health and safety plan and intend to comply with its provisions:

Signature	Name	Date

## **Appendix E: COVID-19 Guidance**

This document provides COVID-19 guidance for the safe operation of activities performed by the Department of Resources Recycling and Recovery (CalRecycle) staff associated with removing hazard trees damaged by the Camp Fire Incident in Butte County. The guidelines comply with the Executive Order declaring a state of emergency as a result of COVID-19 on March 4, 2020 and based on guidance from the [California Department of Public Health](#).

The best community and individual defense against COVID 19 is frequent and thorough hand washing and social distancing. Further steps of prevention include; avoiding touching the eyes nose and mouth with unwashed hands, avoiding being around sick people and physical distancing, especially by staying at home.

### **HYGIENE**

- Wash hands with soap and water for a minimum of 20 seconds.
- Avoid touching eyes, nose or mouth with unwashed hands.
- Cover your cough or sneeze with a tissue or your elbow.
- Avoiding close contact with people who are sick.
- Stay away from work, school or other people if you become sick with respiratory symptoms like fever and cough.
- Clean and disinfect frequently touched surfaces daily. If surfaces are dirty, clean them using detergent or soap and water prior to disinfection.

### **SOCIAL DISTANCING**

COVID-19 spreads mainly among people who are in close contact (within about 6 feet) for a prolonged period. Spread happens when an infected person coughs, sneezes, or talks, and droplets from their mouth or nose are launched into the air and land in the mouths or noses of people nearby. The droplets can also be inhaled into the lungs. Recent studies indicate that people who are infected but do not have symptoms likely also play a role in the spread of COVID-19. Keeping space between you and others is one of the best tools to avoid exposure to this virus and slowing its spread.

- Stay at least 6 feet (2 meters) from other people.
- Do not gather in groups.
- Do not shake hands.
- Stay out of crowded places and avoid mass gatherings.

### **FACE COVERING**

While not currently required a facemask or similar cover is recommended in Butte County. The primary role of the face covering is to reduce the release of infectious particles into the air when someone speaks, coughs, or sneezes, including those who carry COVID-19 but do not exhibit symptoms.



Cloth face coverings are not a substitute for physical distancing, hand washing and staying home when ill, but they may be helpful when combined with these primary interventions. Cloth face coverings should be washed frequently, ideally after each use, or at least daily.

## **Office Procedure**

One representative from each section will physically report to the TROC on any day. The designated representative will rotate every two days. Other section staff will work from hotels and maintain direct communication with the TROC representative. Staff will each work from separate offices and maintain social distancing when in the TROC. Use video conferencing equipment to work face-to-face with their offsite teammates.

The safety message of each IAP will include information from the CDPH applicable to working from home, and a link to the CDPH website for additional information. Periodically check for updates to stay up to date with guidelines.

## **Disinfection**

The office will be equipped with disinfectant wipes, hand sanitizer, and any other needed cleaning supplies so that staff can sanitize their work station several times throughout the day. Sufficient cleaning supplies will also be placed in common areas, such as the conference room and the break room. When cleaning, pay particular attention to high-touch surfaces such as:

- Keyboard and mouse
- Cell phone
- Stapler, scissors, tape dispenser
- Desktop and chair
- Door knobs and handle
- Car steering wheel, handle, locks, and seat belt and buckle

## **Public Interaction**

There will not be a public reception area of the TROC. All contact with the community will be done electronically or by phone. The phone number for the TROC will be posted on exterior doors so the community can easily reach call center staff. Forms will be submitted electronically or hard copies through the mail slot. Hard copies will be placed into a drop box, which will not be opened for 48 hours to negate any possible transmission. Hard copies will then be recorded and filed as normal.

## **Meeting Procedure**

### **ALL HANDS SAFETY MESSAGE**

The OSC, SOFR, and other relevant personnel (such as the IC, contractor safety officer, etc.) will video-record an all hands message the day prior to the all hands safety meeting. This video will then be downloaded onto tablets or emailed to personnel. Staff will be required to watch the video and confirm receiving the message prior to starting work the following day.

### **MEETINGS**

Meetings of more than 10 personnel will be done by video conference and presentation, allowing all participants to see the relevant objectives/tactics on screen. Information will be disseminated through the chain of command.

## **Field Operation Procedures**

When visiting multiple sites, field monitors will come into contact with a variety of personnel including contractors, the public, task force crews, tribal monitors and technical experts, putting them at increased risk of exposing themselves and others to illness. A central dispatch will be established at the TROC which all roving monitors will check in and out through, so that the sites they visit throughout the day are logged and contact tracing can be initiated if a monitor becomes symptomatic. TFLs will log monitors into the Job Hazard Analysis. The following precautions must be taken:

- Social distancing. This should include single occupancy to vehicles unless conditions warrant carpooling.
- Wash hands when leaving site
- Minimize touching items, i.e. pens, tablets, cell phone
- Photograph paperwork and transmit electronically once completed. Place the hard copy in a drop box for 48 hours and then filed.

## **Travel**

The sharing of vehicles is prohibited. Sufficient parking will be identified on each site to accommodate additional vehicles. Sites with limited parking will be flagged so the IMT can appropriately limit monitoring resources.

## **Lodging**

To maintain social distancing, personnel must be housed in individual, separate sleeping quarters. Disinfect high touch surfaces periodically. Use the "No Housekeeping" sign to limit access to your room.

## **Screening For Covid-19**

A Medical Officer will be assigned to the IMT, reporting to the Health and Safety Officer. They serve as the subject matter expert for all medical issues and as a liaison to other medical authorities, such as Butte County Public Health and the California Department of Public Health. Periodically personnel will be screened by the Medical Officer or an appropriately trained/licensed designee. This screening will identify whether individuals are complying with the Stay-Home-When-Sick Guidance, or if any individuals are displaying symptoms and should be directed to return home.

### **Stay-Home-When-Sick Guidance**

- Personnel must stay home when sick and track symptoms.
- Flu like symptoms are: fever, cough, shortness of breath.
- If having difficulty breathing or symptoms become severe call 911.
- Contact the Medical Officer or a health care professional to discuss symptoms and determine if testing for COVID-19 is recommended.
- Notify the IMT of your situation so that any other necessary precautions are taken.

Personnel diagnosed with COVID-19 must immediately self-quarantine. Notify the Safety Officer, immediate supervisor and supervisor from home agency of the diagnosis. If an employee is confirmed to have COVID-19, personnel will be informed of their possible exposure to COVID-19 in the workplace while maintaining confidentiality. The local public health department shall be consulted for quarantine guidance and any possible actions to take based on individual circumstances.

## **REFERENCES**

<https://www.cdc.gov/coronavirus/2019-ncov/communication/guidance-list.html?Sort=Date%3A%3Adesc>

<https://www.who.int/docs/default-source/coronaviruse/getting-workplace-ready-for-covid-19.pdf>

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Face-Coverings-Guidance.aspx>

[https://www.faa.gov/other\\_visit/aviation\\_industry/airline\\_operators/airline\\_safety/safo/all\\_safos/media/2020/SAFO20003.pdf](https://www.faa.gov/other_visit/aviation_industry/airline_operators/airline_safety/safo/all_safos/media/2020/SAFO20003.pdf)