



## Preserve Partner and Group Participant COVID-19 Safety Protocols

The health and safety of Midpeninsula Regional Open Space District (District) staff and volunteers is a priority to us. In an effort to mitigate the risk of exposure to COVID-19, we have implemented the following requirements.

### Forms

Complete the following forms via Adobe Sign at least 24 hours prior to the project:

- [Volunteer Agreement and Release of Liability](#) waiver (for first-time District volunteers, required once)
- [COVID-19 Volunteer Agreement Addendum](#) form (required from all volunteers with every project registration)

**Note: Attendance is dependent on completion of these forms; participants will be turned away if the forms have not been submitted at least 24 hours in advance.**

### Health Check

Daily self-health checks are mandatory for both staff and volunteers working in the preserves. Registered volunteer project participants must complete a self-health check before attending projects. If a volunteer refuses or does not pass the self-health check, they will not be allowed to attend.

On the morning of the project, the volunteer will follow the instructions in an online self-health check form to verify they do not have [COVID-19 symptoms established by the CDC](#).

Volunteers will also affirm that no one in their household is experiencing these symptoms or has been advised to quarantine by their physician.

Volunteers must conduct the self-health check via an online [Wufoo form](#). The form does not collect or store personal health information and the form is not a medical assessment.

- Based on the answers given to the COVID-19 health check, an email is generated to the volunteer and designated District program staff stating whether they are able to report to the volunteer project.
- Emails will not include your answers to the specific self-health check questions and the information from the form will not be stored.
- Participants will be asked to confirm they complied with the COVID-19 health screening at arrival.
- If participants are in the field and begin to feel sick, they will be asked to go home.

### What to Bring

- Face mask/covering
- Work gloves (a clean District pair will be provided to keep if you forget your own)
- Hand sanitizer, sunscreen, insect repellent, Tecnu
- Snacks
- Supply of drinking water

## Hygiene and Social Distancing Requirements

- Arrive wearing your face-covering. Face-masks or coverings are required throughout the duration of the project unless you are under physical exertion and at least six feet apart from others not in your household, and must cover both your mouth and nose. If you are unable to wear a mask for any reason this event is not a good fit for you.
- Avoid touching your face, especially eyes, nose, and mouth.
- Regularly clean and sanitize hands with alcohol-based hand sanitizers out of a touch-free dispenser provided by the District or your personal supply.
- Use hand sanitizer after touching any gates, fences, or other infrastructure that you must touch, and before eating or drinking.
- Remain at least six feet away from others who are not from your household at all times.
- Equipment will not be shared; only use the tool that was assigned to you for that project/workday.
- Do not share personal protective equipment (PPE).
- Always wear gloves when handling tools.

## Staff COVID-19 Safety Protocols for Volunteer Projects

- District staff have been trained in safe equipment handling and disinfecting procedures during this time.
- All equipment required for projects will be cleaned in advance using EPA approved disinfectant.
- Staff are subject to the same self-health check, PPE, and social distancing requirements as volunteers.
- Staff will monitor adherence to social distancing and PPE protocols for the duration of the project.

**The health and safety of our staff, volunteers, and preserve visitors is our top priority. Volunteer Program Leads will review the above requirements at introduction and monitor compliance throughout the project. Anyone who chooses not to comply will be required to leave the project. If at any time during the project you feel unsafe or have concerns, please inform staff.**