


Effective Date: 06/08/2020	Version: 4 Supersedes: v3	Related Documents: Grant PUD Face Covering Guidance
 <h2 style="text-align: center;">DISTRICT-WIDE POLICY</h2>		
Approved by: GM/CEO, CFO, CCO, COO, IMT Operations Chief, IMT Operations Deputy Chief		Regulation:
Policy Owner: IMT Operations Chief, IMT Operations Deputy Chief		Policy Category: Operational, Safety

SA-BC-POL-206 – GRANT PUD COVID-19 PPE REQUIREMENTS

1. Scope

This Policy applies to all Grant PUD employees. Employees are expected to adhere to this Policy as well as facility entry protocols as established for each Grant PUD facility.

This Policy also applies to all contractors, subcontractors, and utilities providing mutual aid who perform work at or on Grant PUD facilities, properties, or field projects where Grant PUD employees work, and to contractors, subcontractors, and utilities providing mutual aid who perform work at or on Grant PUD facilities, properties, or field projects who interact with members of the public on Grant PUD’s behalf.

Prior to the COVID-19 pandemic, Grant PUD did not have guidance for PPE requirements associated with a pandemic; this policy provides such guidance for the District’s COVID-19 response.


2. Policy Statement

Mitigating the risk associated with spreading the SARS-CoV-2 virus among and between Grant PUD employees, and certain contractors whose work puts them in close proximity to Grant PUD employees, involves implementing a range of administrative and engineering controls as well as using personal protective equipment (PPE). Administrative controls include staggering work shifts, limiting the size of meetings, and holding meetings outdoors. Engineering controls might include the use of high-efficiency air filters in buildings and erecting physical barriers to separate workers. Administrative and engineering controls are the preferred means of mitigating the COVID-19 threat. Practicing good personal hygiene (hand washing, coughing into one’s elbow) and cleaning/sanitizing work areas, equipment, and tools complement administrative and engineering controls. Proper use and care of PPE can further reduce risk by reducing the chances of asymptomatic employees spreading the virus to co-workers.

Risk exposure levels and PPE requirements contained herein are based on OSHA Guidance for Preparing the Workplace for COVID-19

<https://www.osha.gov/Publications/OSHA3990.pdf>) and CDC recommendations (<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover.html>)

All exemptions issued under previous policy versions are expired with the effective date of Policy SA-BC-POL-206 v.4. If compliance with this requirement significantly hampers or

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prevents an employee or contractor from executing their job duties, an exemption may be granted. To be considered for an exemption, the employee's supervisor or the District Representative must contact the Senior Manager of Safety and request the exemption. Staff within the Safety Department will evaluate the exemption request and notify the supervisor or District Representative whether the request was approved or denied. Unless and until approval is provided by the Safety Department, required PPE must be worn.

3. Policy Requirements:

All Grant PUD employees and contractors must wear a face covering at all times:

- When in any District facility
- When traveling in a District vehicle with another person
- When working outdoors within 6 feet of another person

Grant PUD employees and contractors do not have to wear a face covering:


- When alone in a closed-door office or when seated alone in a cubicle with walls at least 5 ½ feet tall on at least three sides
- When riding alone in a District vehicle
- When working outdoors when at least 6 feet of separation between persons can be maintained regularly and reliably
- When eating, drinking or conducting similar activities where at least 6 feet of separation between persons can be maintained regularly and reliably

Any of the following options are acceptable face coverings (see document titled Grant PUD Face Covering Guidance for additional information):

- Surgical mask or dust mask;
- Balaclava (FR rated where arc flash hazard is present);
- Homemade cloth face covering;
- N95 or N100 respirators (see IMPORTANT NOTES section below);
- Half or full tight fit air purifying respirator w/P100 filter;
- Positive air pressure respirator w/P100 filter;
- Self-contained breathing apparatus

When employing the use of face coverings, employees must:

- Follow donning/doffing procedure;
- Wash or sanitize hands before and after touching face covering;

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- Clean/sanitize PPE (or dispose of PPE if disposable) according to manufacturer’s recommendations
- Launder all worn clothing daily

The nature of the job or task will determine the type of face covering used (see attached guidance document titled Grant PUD Face Covering Guidance). Supervisors and foremen should be aware that N95 and N100 respirators are in short supply and should only be used for jobs/tasks that require these specific types of PPE. Further, respirators required training, fit testing, and medical clearance. Questions regarding N95 and N100 respirator use should be directed to the Safety Department.


Sanitization:

Employees are strongly encouraged to sanitize all touchpoints in personal workspaces, vehicles, and common areas before and after utilizing these spaces.

Additional Considerations:

In addition to the guidance provided above, supervisors and/or foremen and District Representatives shall consider the following when assessing COVID-19 related risks and taking actions to mitigate those risks:

- Supervisors and/or foremen and District Representatives, in collaboration with affected employees and contractors, should first consider if engineering or administrative controls (as opposed to PPE) can be implemented to reduce or eliminate the frequency of tasks that require employees or contractors to work within the social distance of six feet.
- Prior to use of approved respirators, individuals must be trained and approved in the use and care of respiratory protective equipment. This includes proper fit testing and medical screening where equipment requires such (see Grant PUD Face Covering Guidance for more information). Grant PUD will provide fit testing to Grant PUD employees and may provide fit testing to contractors if approved by Grant PUD and contractor authorities.
- Grant PUD supervisors and/or foremen and Grant PUD contractors and subcontractors will use the pre-job brief to identify tasks and determine the PPE requirements for the work consistent with the guidance included in this document.
- Grant PUD supervisors and/or foremen and Grant PUD contractors and subcontractors will review work practices throughout the shift and make changes

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to work practices when necessary to ensure adequate measures are taken and PPE is used when appropriate.

- All employees and contractors are required to properly maintain and sanitize (or dispose of where disposable) masks, respirators, goggles, face-shields, filters, and other PPE.

4. Review/Revision History

Date	Description
v1 3/31/2020	Initial Effective Date
v2 4/10/2020	Updated to add the requirement that face coverings are required regardless of whether work occurs within social distance; change POL title to Grant PUD COVID-19 PPE
v3 5/12/2020	Updated to clarify to which contractors this policy applies
v4 06/08/2020	Updated to clarify face covering requirements