


Effective Date: 7/18/2022	Version: 1 Supersedes: N/A	Related Documents: SA-DW-PRG-070, Bloodborne Pathogen Program
		DISTRICTWIDE POLICY
Approved by: GM and CXOs		Regulation:
Policy Owner: HR Manager, Sr Manager Safety		Policy Category: Safety and Employment, Benefits, Workplace

HR-DW-POL-700 – ILLNESS GUIDANCE POLICY

1. Scope

This policy applies to all Grant PUD employees and contractors (collectively referred to as "Personnel" for purposes of this policy) who report to a Grant PUD facility, property, or field project, or use Grant PUD vehicles, when other persons (such as coworkers or customers) are present. This policy does not apply to employees or contractors while working alone or remotely.

2. Policy Statement

To support our core values of safety, respect, integrity, and teamwork, Grant PUD is committed to maintaining, to the extent feasible, a safe and healthy environment for all employees, contractors, and customers. The purpose of this policy is to help prevent the spread of Communicable Diseases through measures that focus on safety, prevention, and education as supported by OSHA rules and regulations. As needed, Grant PUD will make information available about the transmission of diseases and precautions that infected persons should take to prevent the spread of disease. Grant PUD will rely on information and guidance issued by federal, state, and local public health authorities. Every individual is responsible for taking the appropriate steps to reduce the transmission of Communicable Diseases in the workplace.

3. Definitions


Communicable Disease: An infectious disease that is spread from person to person through casual contact or respiratory droplets. These diseases include but are not limited to common cold Symptoms, influenza, COVID-19 and all variants, MRSA (Methicillin-resistant Staphylococcus aureus), pneumonia, tuberculosis, measles, or German measles (rubella), certain strains of hepatitis and meningitis, SARS, and chicken pox.

Symptoms: Each Communicable Disease has its own specific signs and symptoms; however, general symptoms common to a number of Communicable Diseases include fever, fatigue, chills, sore throat, vomiting, coughing, stuffy or runny nose, and muscle aches.

4. Health & Hygiene Standards

To protect themselves, their co-workers, and Grant PUD's customers, Personnel are encouraged to:

- Self-monitor for Symptoms prior to work and while at work.

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- Stay home when they are experiencing Symptoms that cannot be attributed to another health condition.
- Wash their hands frequently with warm, soapy water or use disposable hand wipes or gel sanitizers.
- Cover their mouth and nose with their arm or tissues whenever they sneeze or cough, and discard used tissues in the trash.
- Clean frequently touched surfaces.
- Avoid others who are symptomatic.
- Ensure all open wounds are covered and that there is no exposure by others to contaminated dressings or the wound.
- Exercise good judgement in safeguarding the health of other Grant PUD employees, contractors, and customers.

5. Reporting

Employees who seek medical attention and are diagnosed by a healthcare provider as being infected with a Communicable Disease are expected to follow the instructions of the healthcare providers and are encouraged to provide information to their supervisor regarding their infection when directed to do so by their physician or public health officials. In such cases, the supervisor or manager shall contact HR for consultation.


The employee in consultation with their attending healthcare provider shall determine if a statement is required to notify Grant PUD that the employee’s continued presence at work will pose no significant current risk of substantial harm to the employee, co-workers, or customers. The employee’s consent to such reports will be obtained in accordance with applicable law.

6. Confidentiality

An employee’s medical condition will be maintained in confidence in accordance with applicable laws, such as the ADA, the FMLA, GINA, HIPAA, state’s workers’ compensation statute, etc., and information regarding an employee’s health is to be provided only to those persons with a need to know. Employees are expected to report information only as required by applicable law or by the request of HR for the processing of leave.

7. Alternative Work Arrangements

If Symptoms are mild, temporary alternative work arrangements for an employee with a Communicable Disease may be provided consistent with the business needs of Grant PUD and safety standards such as avoiding direct adverse effects to the health, safety, or welfare of other employees, contractors, or customers. Such arrangements will be at the discretion

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of the supervisor and may include, but are not limited to, light duty, remote work, voluntary use of PPE, and flexible hours.

If the ADA or state disability laws apply to a particular medical condition, Grant PUD will make reasonable accommodations for the employee in accordance with those laws and Grant PUD policies. Requests for reasonable accommodations under the ADA or state disability laws must be processed through HR.

8. Leaves

Employees with a Communicable Disease may be eligible for leave under Grant PUD policies, FMLA, ADA, or other applicable leave laws. Supervisors should refer any questions regarding leave policies to HR. When appropriate, Grant PUD may require an employee to take a medical leave of absence.

9. Information Sources

HR and Safety are the information sources for Communicable Diseases in the workplace and for work-related travel. When there is a local outbreak of disease, such as during flu season, Grant PUD may issue reminders regarding workplace health issues and Communicable Diseases.

10. Application and Interpretation


This policy will be applied and interpreted so as to be in compliance with applicable laws, including but not limited to the ADA, the FMLA, GINA, HIPAA, the state’s workers’ compensation statute, and the local health code. This policy will be regularly reviewed by HR and Safety to ensure compliance with applicable laws and to incorporate revisions when needed to reflect the best practices of industry standard and government reports.

11. Infection Control Measures

Personnel are required to comply with any infection control measures implemented by Grant PUD. This may include, and is not limited to, the wearing of masks, social distancing, screening, or the use of other PPE. Such measures shall not be implemented without prior approval of Executive Management in consultation with HR and Safety, and concurrence from IBEW Local 77. Any such action will be consistent with recommendations from federal, state, and/or local health authorities.

12. Protocols for Handling Epidemic and Pandemic Outbreaks

Pandemic and epidemic protocols are described in Grant PUD’s Comprehensive Emergency Operations Plan.

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13. Risks/Risk Owners

A. This policy, along with other mechanisms, is intended to mitigate the following risks:

- Health & Safety Risk
- Business Interruption Risk
- Catastrophic Loss Risk
- Customer Satisfaction Risk
- Quality Risk
- Reputation Risk
- Third Party Risk

B. Risk Owners are all Grant PUD employees, supervisors, and contractors.

14. Review/Revision History

Date	Description
7/18/2022	v1 Effective Date