

MEMORANDUM

Date: July 23, 2020

To: Workforce Education and Training Program Participants

From: Los Angeles County on behalf of SoCalREN

RE: COVID-19 Safety Guidelines for Program Participants

Thank you for your participation in the Southern California Regional Energy Network (SoCalREN) Workforce Education and Training (WET) Program. To protect the health and safety of participants the Program has developed the following COVID-19 Safety Guidelines.

All participants must acknowledge and adhere to these guidelines throughout the assessment and training process of the Program.

These guidelines include best practices recommended by the Centers for Disease Control (CDC). For additional information regarding COVID-19, please refer to [cdc.gov/coronavirus](https://www.cdc.gov/coronavirus).

General Requirements

Please work with the Program team to schedule a one-on-one appointment to complete program enrollment including submitting required paperwork. When attending your one-on-one appointment, please follow safety guidance as outlined below:

- If you are sick or displaying symptoms of COVID-19, please reschedule your appointment.
- Program participants who are sick should stay home at least three (3) days (72 hours) after recovery, which means their fever has resolved without the use of fever-reducing medications and there is improvement in their respiratory symptoms (e.g., cough, shortness of breath, etc.), AND at least 14 days have passed since symptoms first appeared.
- Any Program Participants who have been in contact with someone with a confirmed or suspected case of COVID-19 should refrain attending in-person appointments. Individuals who have been exposed should remain at home in quarantine for 14 days from their last contact with the ill individual.
- Avoid group gatherings of any size. Any time two or more people must meet, ensure a minimum 6-foot separation.

Worksite Requirements

- Participants under the age of 18 will not be placed at a physical worksite location until clear directive is received.
- Borrowed training equipment must be disinfected before and after use.
- Personal Protective Equipment (PPE) such as gloves, goggles, face shields, and protective face coverings should be worn as appropriate for the activity being performed.
- Participants will not interact with one another when conducting in-person activities.
- When a worksite activity is complete, and frequently throughout the workday, participants should wash hands with soap and water for at least 20 seconds or use an alcohol-based sanitizer that contains at least 60% alcohol.

Personal Prevention Guidance

- Do not touch your mouth, eyes, or nose with unwashed hands.
- Avoid contact with people who are sick or are displaying COVID-19 symptoms.
- Bring your own food and drinks from home in order to avoid busy or congested restaurants or food trucks. Do not share food or drinks.
- Avoid sharing items such as phones or tools. If tools have to be shared be sure to wipe them down with a disinfectant wipe before and after sharing.