

Oakland University

COVID-19 Preparedness and Response Plan – Returning to Work

The University recommends consideration of the following measures provided by CDC and OSHA which emphasize the following:

- **Personal hygiene**
 - Wash your hands often
 - Avoid touching your eyes, nose, mouth with unwashed hands
- **Frequent Disinfection of Common Surfaces**
 - Review the Facility Cleaning and Disinfecting Matrix
- **Social Distancing Requirements for All Employees Resuming Work**
 - In accordance with CDC and MDHHS Guidelines, all employees who are medically able tolerate a face covering must wear a washable cloth face covering when working in any enclosed public space on campus. Cloth face coverings should not be placed on anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the cover without assistance. In addition these face coverings may not be appropriate for those with certain disabilities such as those with a hearing loss or mobility disability. Reference [OU Face Covering Guidance for COVID-19](#) for more detailed information.
 - All employees must maintain a 6' distance from others to the maximum extent possible. In the event that this is not possible, additional mitigation measures may be required. These should be reviewed with your Supervisor and/or EHS.

To the extent required by law, the University will provide one (1) face covering to each employee performing in-person work on any Oakland University campus or property. Employees are responsible for cleaning the mask, bringing it to campus each day, and wearing it in an enclosed public space. Employees may utilize personal cloth face coverings that comply with CDC Requirements ([How to Wear a Cloth Face Covering](#)).

Engineering Controls

- Building HVAC Air filtration
- Increased ventilation rates in workplace
- Installation of physical barriers
- Drinking fountain use only to refill cups or bottles
- Re-configure office/classroom/laboratory spaces

Administrative Controls

- Require sick to stay home
- Practice social distancing
- Limit occupancy in elevators, restrooms academic and administrative areas

- Minimize contact among workers, clients and customers by replacing face-to-face meetings with virtual communications and implementing telework if feasible.
- Establishing alternating days or extra shifts that reduce the total number of employees in a facility at a given time.
- Implement CDC recommended cleaning and disinfection practices.
- Ensure access to sufficient hand-washing or hand sanitizing stations.
- Discontinue non-essential travel (COVID-19 “hotspots”)
- Training

Personal Protective Equipment

Most employees are unlikely to need PPE beyond what they use to protect themselves during routine job tasks. Employees and supervisors can reference additional resources on Personal Protective Equipment and hazard and risk assessments or consult with EHS to review whether additional PPE ensembles are required.

Additional Preventative Measures

- Daily Self Screening Process – in place to ensure that sick or symptomatic individuals do not enter the workplace and reduce the likelihood of the spread of infection in the workplace and community.
- Adopt protocols to limit the sharing of tools and equipment to the maximum extent possible and to ensure frequent and thorough cleaning and disinfecting of tools, equipment, and frequently touched surfaces.
- In the event that contractors will be on campus performing any resumed activities, develop and implement contractor safety protocol
- At this time testing for active infection has been expanded to include some categories of asymptomatic essential employees. Contact the Oakland County Health Department at 1-800-848-5533 for further information.

Departments/Units Should Develop an Operational Plan which considers the following:

- Prohibition of gatherings of any size in which people cannot maintain six feet of distance from one another.
- Limit in-person interaction with clients and patrons to the maximum extent possible, and barring any such interactions in which people cannot maintain six feet of distance from one another.
- No sharing of equipment or vehicles without proper disinfecting.