

## INTERIM GUIDANCE FOR AGRICULTURAL EMPLOYERS DURING COVID-19:

This interim guidance is based upon what is currently known about the COVID-19 virus. The following guidance is intended to assist agricultural businesses in minimizing workplace exposure to the COVID-19 virus. The COVID-19 virus is evolving rapidly, and this guidance will be updated as we learn more.

This information has been compiled from the following sources: [US Centers for Disease Control and Prevention \(CDC\)](#), [Oregon Health Authority](#), and [OSHA Guidance on Preparing Workplaces for COVID-19](#).

### 1. Actively Encourage Sick Employees to Stay Home and Send Sick Employees Home:

- Employees who are sick, and especially those who have COVID-19 [symptoms](#) (i.e., fever, cough, or shortness of breath), should notify the company immediately pursuant to their attendance policy and stay home. Employees should not return to work until the [criteria to discontinue quarantine](#) are met, in consultation with healthcare providers and state and local health departments.
- Employees who are well, but who have a family member with whom the employee resides or a roommate who has symptoms consistent with COVID-19, should immediately notify the company according to the company's attendance policy, closely follow [CDC recommended precautions, and employers should encourage or require the employee to stay home](#). Sick employees should follow [CDC-recommended steps](#).
- Employees who appear to have COVID-19 symptoms upon arrival at work or who become sick during the day should immediately be separated from other employees, customers, and visitors, and sent home. Where appropriate, employers should develop policies and procedures for immediately isolating people who have signs and/or symptoms of COVID-19, and notify employees of these policies.
- If an employee tests positive for COVID-19, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace, but maintain confidentiality as required by the Americans with Disabilities Act (ADA) and state disability rules. Fellow employees should self-monitor for developing COVID-19 symptoms.
- If an employee tests positive for COVID-19, employers should immediately perform enhanced cleaning and disinfection of the employee's work area, tools and equipment used by the employee, and any communal areas and restrooms following the [CDC Recommendations for Cleaning and Disinfection](#).

### 2. Mitigate How Employees Might Be Exposed To COVID-19 At Work:

- Be aware that some employees may be at [higher risk for serious illness](#), such as older adults and those with chronic medical conditions.

- In accordance with the Governor's [Executive Order No. 20-12](#), allow employees to telework if possible. Businesses must designate an employee or officer to establish, implement, and enforce social distancing policies for those who cannot telework.
- Where possible, farms should implement the following strategies for social distancing:
  - Increasing physical space (6 ft) between employees at the worksite, between employees and customers, and between employees during meals, rest periods, and restroom breaks
  - Implementing flexible worksites (e.g., telework)
  - Implementing flexible work hours (e.g., staggered shifts)
  - Delivering products through curbside pick-up or delivery
  - When breaks occur in an enclosed space, social distancing of 6 feet or more between employees should be maintained whenever possible
- Routinely [clean and disinfect](#) all frequently touched surfaces in the workplace. Give special attention to high-touch surfaces, including, but not limited to, door handles, faucets, toilet handles, light switches, countertops, chairs, tables, equipment, machinery, tools, etc.
- Consider improving the engineering controls using the building ventilation system by increasing ventilation rates and the percentage of outdoor air that circulates into the system.
- Promote frequent and thorough hand washing, including by providing employees, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand rubs containing at least 60% alcohol.
- Ensure bathrooms, including transportable toilets or temporary restroom facilities, are consistently stocked with water, soap, and disposable drying materials for handwashing. Provide access to tissues, trash bins, and plastic bags for the proper disposal of used tissues and other personal care products.
- Encourage employees to wear [simple cloth face coverings](#) as recommended by the CDC to slow the spread of the virus, and help people who may have the virus and do not know it from transmitting it to others. The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare employees and other medical first responders.
- Provide disposable or single-use cups at drinking stations.
- Do not transport employees who are showing COVID-19 symptoms to the workplace. If you must provide transportation for employees, provide adequate space between employees in vehicles and wipe down surfaces afterward with an approved disinfectant. If you must provide transportation for employees away from work who are showing symptoms of COVID-19, transport them separately from healthy employees and remind passengers of the need to "cover their cough." Wipe down surfaces afterwards with an approved disinfectant.

### 3. Educate Employees About How They Can Reduce the Spread of COVID-19 And What Resources Are Available to Them:

- Hold a training session for employees to go over US Center for Disease Control guidelines for how [COVID-19 spreads](#), how employees can [protect themselves](#), and [proper sanitization of](#) their living spaces, vehicles, equipment, and persons.
- Post instructional [posters and fact sheets](#), in English and Spanish, in communal areas and bathrooms to educate employees about proper hand hygiene and symptoms of COVID-19.
- Connect employees to employee assistance programs and community resources as needed.
- Provide all employees with job-specific education and training on preventing transmission of COVID-19, and consider doing refresher training as more information becomes available.

### INTERIM GUIDANCE FOR AGRICULTURAL HOUSING PROVIDERS:

This interim guidance is based upon what is currently known about COVID-19. The following guidance is intended to assist agricultural employers who provide housing to employees in preventing exposure to COVID-19 in agricultural housing units. The COVID-19 virus is evolving rapidly, and this guidance will be updated as we learn more.

This information is sourced from the [US Centers for Disease Control and Prevention \(CDC\)](#) and the [Oregon Health Authority](#).

1. Hold a training session for employees to go over US Centers for Disease Control guidelines for [reducing transmission of COVID-19](#), and how they can [protect themselves](#), [their family](#), and [their homes](#).
2. Develop or update your emergency action and Hazard Communication Program plan by identifying a list of key contacts at your [local and state health departments](#), as well as a list of healthcare facilities where employees with respiratory illness can seek appropriate care. Make these contacts readily available for employees.
3. Allow employees time off to purchase personal cleaning supplies. Ensure bathrooms and other sinks are consistently stocked with water, soap, and disposable drying materials for handwashing. Provide access to tissues, trash bins, and plastic bags for the proper disposal of used tissues and other personal care products.
4. Post instructional [posters and fact sheets](#), in English and Spanish, in communal areas and bathrooms to educate employees about proper hand hygiene and symptoms of COVID-19.
5. [Clean and sanitize](#) housing during times of the day that employees are not generally at housing site (during work hours while employees are working). Increase the frequency of cleaning schedules for communal areas. Give special attention to high-touch surfaces, including, but not limited to, door handles, faucets, toilet handles, light switches, countertops, chairs, tables, remote controls, etc.

6. If possible, ensure that beds are spaced for proper social distancing in sleeping areas for those who are not experiencing COVID-19 symptoms.
7. Instruct employees that if they are sick or have COVID-19 symptoms, they must alert the company immediately. Employees who experience COVID-19 symptoms must be instructed to stay in their housing unit and strictly adhere to social distancing protocols. Management should endeavor to assist an employee in getting access to a doctor, who can let the employee know if testing is available and warranted. If the test is positive, the employee should be quarantined. Other employees who were possibly exposed should be separately quarantined if possible.
8. If possible, confine employees with COVID-19 symptoms to individual rooms and have them avoid common areas. If possible, designate a separate bathroom for employees with COVID-19 symptoms. Increase the frequency of cleaning the bathroom used by symptomatic employees following the [CDC's Recommendations for Cleaning and Disinfection After Persons Suspected/Confirmed to Have COVID-19](#).
9. Check with local emergency housing providers for temporary housing options for those who might test positive and need to be quarantined where on-site options do not exist.

For additional resources please see:

- [Governor Brown's Executive Order 20-12](#)
- [Oregon OSHA COVID-19 Information](#)
- [Oregon Health Authority COVID-19 Information](#)
- [US Centers for Disease Control COVID-19 Information](#)