



COVID-19 Agricultural Employer Training Guide

This guide, in conjunction with the training poster, will help you to provide training on COVID-19 to your workers. The training is designed to comply with Section 3205, “COVID-19 Prevention,” effective November 30, 2020. This document has been updated per the revisions to the Emergency Temporary Standards, which went into effect on January 14, 2022.

Please keep in mind that California Department of Public Health (CDPH) guidance may override elements of the ETS (e.g., masks required indoors regardless of vaccination status, isolation and quarantine protocols), so be sure to check the most recent updates and review the ETS in its entirety before providing this training.

COVID-19 Introduction: Spread and Symptoms *(pages 1 and 2 of the poster)*

Introduce the topic

Say: California has made changes to the COVID-19 prevention guidelines and workplace rules. Today we are going to talk about these changes, and review COVID-19 basics and how we will protect you.

Say: Let’s start with how COVID-19 spreads and common symptoms.

Discuss how COVID-19 spreads *(page 1 of the poster)*

Say: COVID-19 is a disease that is caused by a virus that is very infectious. Recently new variants of the virus have appeared. These variants spread more easily.

Say: COVID-19 spreads through the air when someone infected with the virus breathes, talks, coughs, or sneezes, because they release droplets containing the virus that can be breathed in by others (especially those within 6 feet/2 meters and those not wearing a face covering). Some of the droplets fall to the ground quickly while others that are smaller can hang in the air for a while.

Say: Although it is a less common way of being infected, droplets can also land on surfaces like tables, handles, or tools. If you touch a surface, avoid touching your mouth, nose, or eyes before washing your hands.

Discuss the symptoms of COVID-19 and when to seek medical help *(page 2 of the poster)*

Say: COVID-19 is a disease that affects people differently. You’ve probably seen how some people experience severe symptoms and others may have no symptoms at all. These people without symptoms are called asymptomatic.

Say: Symptoms may develop within 2–14 days after you’ve been exposed to the virus. Common symptoms of COVID-19 often include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.

Say: If you suspect that you might have COVID-19, it is important to contact your healthcare provider.

Say: You should seek emergency medical care immediately if you have trouble breathing, persistent pain or pressure in the chest, new confusion, an inability to wake or stay awake, or bluish lips or face.

Say: If you develop any symptoms or test positive for COVID-19, notify us and do not come into work. If you start developing any of these symptoms at work, let your supervisor know and go home. You should also call your healthcare provider and stay away from others until you are tested and get the results.

Say: It is important to remember that people of all ages and levels of health can get COVID-19. People with underlying medical conditions, such as heart conditions, diabetes, cancers, those with compromised immune systems, and other chronic illnesses are at increased risk for severe illness. Other factors like being overweight, smoking, having asthma, or being pregnant may also increase risk. If you are concerned that you may be at increased risk for COVID-19, please reach out to your supervisor privately after this training and we will work together to accommodate your needs.

Workplace Prevention *(page 3 of the poster)*

Introduce the topic

Say: The California Department of Public Health and Cal/OSHA have adjusted their health and safety recommendations and requirements. While some recommendations and requirements may differ for people who have been vaccinated and those who have not, we will respect each other regardless of vaccination status at our workplace.

Say: Let's talk more about COVID-19 prevention and the steps we are taking to reduce your exposure to the virus at the workplace.

Say: While none of these prevention methods are perfect on their own, each one adds a layer of protection so that when used all together, they can reduce the spread of COVID-19.

Vaccination

Say: COVID-19 vaccines help to build your body's defenses against the virus, so it is more difficult for the virus to infect you or cause serious illness or death.

Say: There are several COVID-19 vaccines available. They work a little differently from each other, but they all "teach" the body how to defend itself from the virus.

Say: We will help you find a place to get vaccinated if you are not vaccinated yet *[provide information on how to access COVID-19 vaccination, for example, provide the website MyTurn.ca.gov]*. All vaccines are free and are not considered public charge.

[If you are using vaccination status to determine workplace safety policies, include the following sentence.] **Say:** As your employer, we are required to ask you to provide documentation of your vaccination status, such as a vaccine card. We can also require all workers to be vaccinated, but we will never discriminate against those who cannot get the vaccine because of medical conditions or religious beliefs.

[If you are not asking employees whether or not they are vaccinated, include the following sentence.] **Say:** As your employer, we are not documenting vaccination status of our employees, therefore our workplace policies will treat all workers as if they are unvaccinated.

Say: During this training, when we talk about someone who is vaccinated, we are referring to someone who has received an approved vaccine and has waited the amount of time recommended for the protection from that vaccine to be in full effect (for example, you are considered fully vaccinated two weeks after your second dose of a Pfizer or Moderna vaccine series).

Hand Washing

Say: Washing your hands often with soap and water for 20 seconds is a simple way to reduce your exposure.

Say: Remember to wash in between your fingers, palms, under your nails, and on the backs of your hands. Soap and water are best, but if they are not available, use hand sanitizer with at least 60% isopropyl alcohol (not methyl alcohol, which is toxic) and rub your hands until dry. If your hands are soiled or dirty, hand sanitizer will not work, and you must wash with soap and water to properly clean your hands.

Say: We have handwashing stations and encourage you to use them often during work. *[List where they are located here.]* We have placed hand sanitizers in the following areas: *[List where they are located here.]*

Face Coverings, Respirators, and Personal Protective Equipment (PPE)

Say: Remember we discussed earlier how COVID-19 spreads from person to person by respiratory droplets? If you are inside, droplets can linger in the air longer than they would when you're outside and the wind can blow them away. This is why face coverings are **required** indoors and in vehicles for unvaccinated workers. They are not required outdoors but are **recommended** for unvaccinated workers when 6 feet/2 meters of distance cannot be maintained.

Say: Depending on local county health requirements, vaccinated individuals may also be required to wear face coverings indoors. *[Discuss the current mask mandates in your county if applicable.]*



Say: Face coverings are used primarily to prevent the wearer from infecting someone else. It must cover **both** your nose **and** mouth and fit snugly against the sides of your face to be effective. When worn properly, your respiratory droplets are blocked by the layers of fabric—the more layers and the tighter the fabric weave, the fewer droplets will escape.

Say: We will provide you with a clean face covering at no cost. Anyone can request and wear a face covering at work, regardless of whether they are vaccinated and without fear of retaliation. Remember, wash or replace cloth face coverings daily and don't share them with others.

Say: Face coverings are not considered personal protective equipment (PPE) and are not as effective as N95s and more protective respirators that filter droplets in the air and protect the person wearing them. We will evaluate the need for PPE to prevent exposure to COVID-19 hazards, such as gloves, goggles, and face shields, and provide these as needed.

Say: : If you are unvaccinated and are working indoors or inside a vehicle with another person, you are required to wear a face covering, but you have the right to request a respirator, such as a N95. We will provide it free of cost and explain how to wear it, how to make sure it seals properly around your face, how to store it, and when to replace it. We will also train you on how to use the respirator properly so that it protects you as designed. *[See section 5144, Appendix D.]*

Say: Regardless of your vaccination status, if you need a respirator for a specific job task, such as applying pesticides or if there is wildfire smoke, you will be provided with one. *[Describe how face coverings and respirators can be obtained at your workplace.]*

Say: If you are unable to wear a face covering for medical or safety reasons, talk with your supervisor to discuss alternatives.

Physical Distance

Say: As we discussed, people within 6 feet/2 meters are at higher risk, but droplets can travel through the air more than 6 feet/2 meters, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection will all decrease the spread of COVID-19, but they are most effective when used in combination.

Say: If you are unvaccinated, it is even more important to maintain distance from others and make sure indoor spaces are well-ventilated. This reduces your risk of being exposed to their droplets and exposing others to your droplets. *[Explain how you will increase ventilation of indoor spaces at your worksite.]*

Say: While the updated Cal/OSHA regulations do not require physical distancing in most situations, you should try to continue to maintain distance while working. If you are unvaccinated, you must maintain at least 6 feet/2 meters of distance while eating and/or drinking during your break and meal periods. If you are unvaccinated but exempt from wearing a face covering and are unable to wear a non-restrictive alternative such as a face shield with a drape on the bottom, you must maintain distance from others. *[Note to presenter: review section 3205(c)(9) of the ETS for additional physical distancing requirements for workers who are not excluded after a close contact.]*

Workplace Policies and Procedures *(page 4 of the poster)*

Written Plan

Say: We have a written COVID-19 Prevention Program that describes how we will prevent exposure and respond if there are COVID-19 cases at our worksite. This training is part of our plan, as are the policies that we are implementing. If you want to review this Prevention Program, you can go to *[Explain where they will have immediate access to the written program]*.

Hazard Assessment

Say: We periodically assess the worksite to see where potential exposures may occur and will implement procedures to reduce exposure. *[Describe your workplace procedures to reduce exposure (e.g., evaluate ventilation systems, increased cleaning, bring in portable air cleaners, etc.)]*

Say: We encourage you to tell us if you see a COVID-19 hazard and to suggest ways to prevent potential exposure at work. *[Describe how employees can participate in the identification and evaluation of COVID-19 hazards.]*

Screening

Say: We have a COVID-19 screening process *[Describe your process (e.g., self-screening before arriving at work or worksite screening)]*. If you have symptoms, do not come to work, but call your supervisor and inform them you may be sick. Your supervisor will let you know about the sick leave benefits that are available to you.

Cleaning/Sanitizing

Say: We have increased the cleaning of frequently touched tools and equipment and shared spaces such as bathrooms, handwashing stations, and break areas. *[Describe your cleaning and disinfection protocol here, including planned frequency and scope of cleaning and disinfection.]*

Workplace Exposure, Testing, and Worker Benefits *(page 4 of the poster)*

Say: If you or one of your coworkers gets sick at work, we are required to take the following steps.

Written Notice

Say: We are required by law to keep everyone's personal information confidential so we cannot tell you who was infected. We can only release information to public health officials as needed, not to the federal government or coworkers.

Say: If we believe that you may have been exposed to someone with COVID-19 at work, we will provide you with written notice within one business day of when we learned of your possible exposure.

Say: A possible exposure means you were at work at the same time as someone with COVID-19 during a time when they were most infectious, even if you didn't see or go near them. But if you were in **close contact** with that person, this means you spent enough time near them during the time they were most infectious that it may be safer for you to be excluded from work (asked to stay home).

Say: : If you have COVID-19, have COVID-19 symptoms, or have been in close contact with someone who has COVID-19 at work, you may be excluded from the workplace (asked to stay home). If you are asked to stay home, we will give you information on what benefits are available to you during that time. *[Note to presenter: review section 3205(c)(9), sections A–F of the ETS for more information about workplace exclusions.]*

Testing

Say: We will offer COVID-19 testing at no cost to you, and during paid time, if:

- You are unvaccinated **and** you have COVID-19 symptoms.
- You were in close contact with someone who has COVID-19 at work. This is true regardless of your vaccination status or whether or not you develop symptoms.

[Describe your workplace-based testing program, local health department or community testing location.]

Say: We will not offer testing if you recently returned to work after recovering from COVID-19, meaning it has been less than 90 days after your COVID-19 symptoms started or your first positive test if you never developed symptoms.

Say: If you get a positive test result, be sure to inform *[name of employer or person responsible for managing positive cases]* immediately. Please also let us know if you think you may have been in close contact with someone with COVID-19.

Workplace Benefits

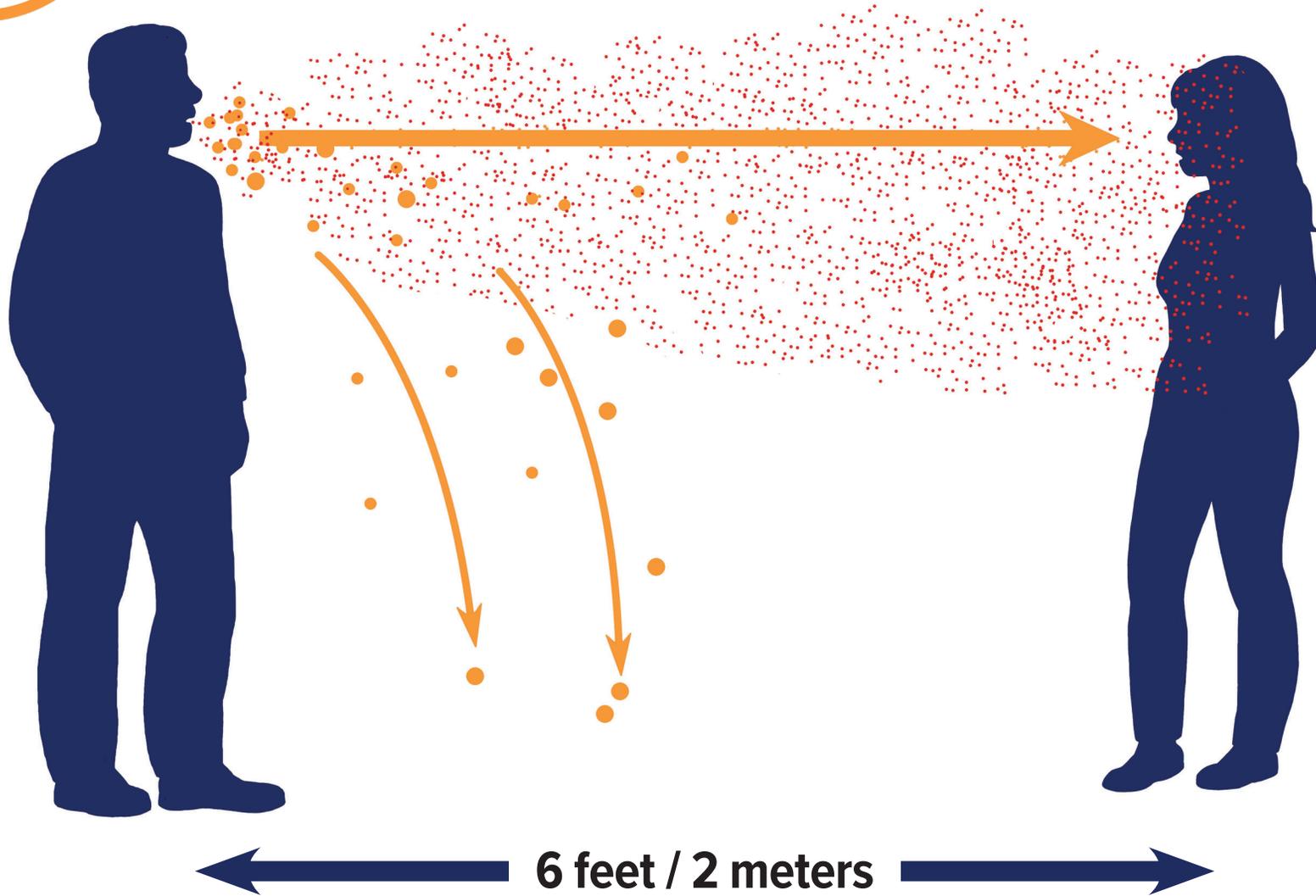
Say: COVID-19 related benefits may be available to you if you are impacted by COVID-19 and required to isolate. We can provide information about these benefits, including federal, state, and our company policies and workplace benefits. The benefits that may be available to you include: *[Mention any benefits currently available under legally mandated sick and vaccination leave, if applicable, workers' compensation law, local governmental requirements, your company's own leave policies, and leave guaranteed by contract.]*

Say: For more information about your benefits, talk to *[name and contact information for human resources person at your company]*.





How COVID-19 Spreads





COVID-19 Symptoms



fever or chills



cough



shortness of breath
or difficulty breathing



fatigue



muscle or
body aches



headache



new loss of taste
or smell



sore throat



congestion or
runny nose



nausea or
vomiting



diarrhea



trouble breathing



persistent pain or
pressure in the
chest



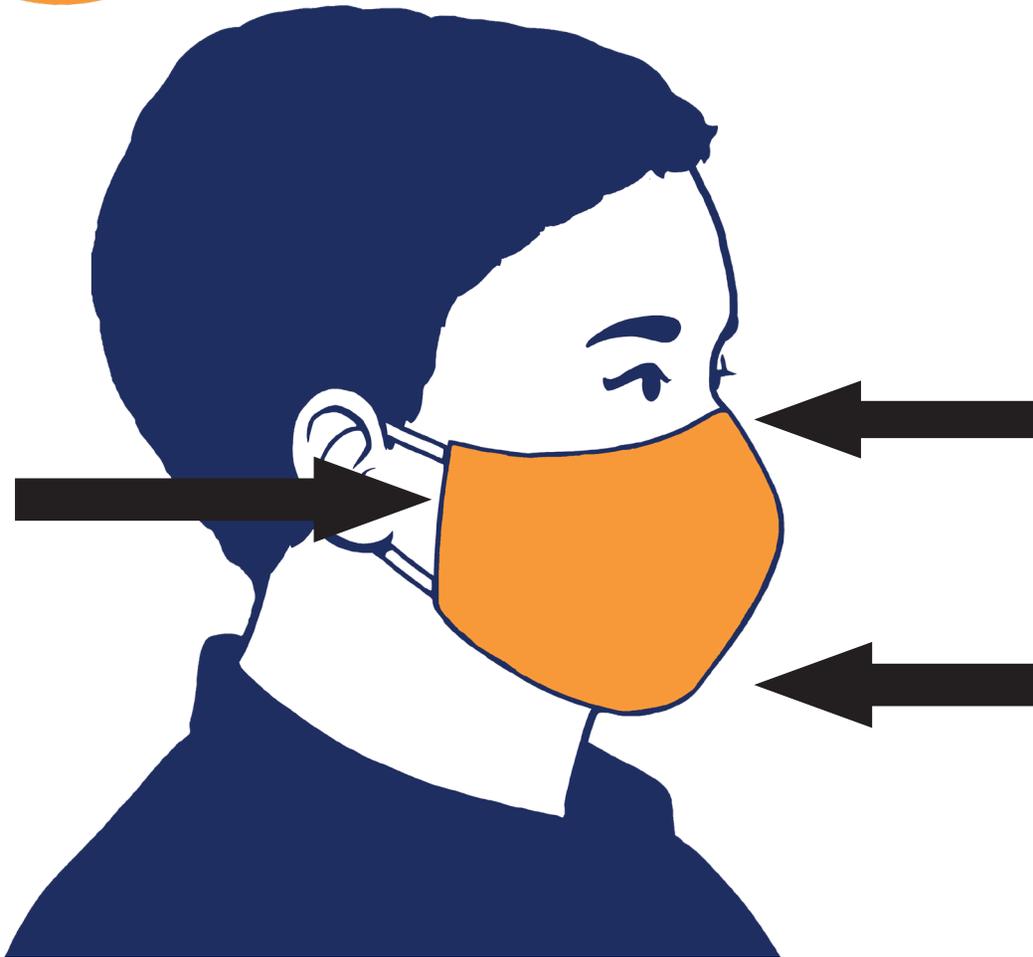
new confusion;
inability to wake
or stay awake



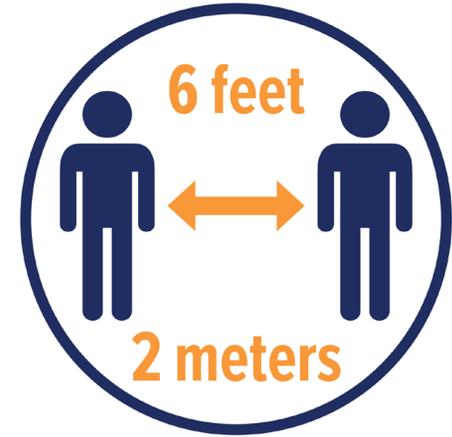
bluish lips or face



General Prevention



wear a face covering



maintain distance



wash your hands



Workplace Prevention



written notice



testing



hazard
assessment



benefits