

Know your Rights at Work

COVID-19 EXPOSURE PROTOCOL

Pennsylvania Governor Tom Wolf has issued a number of executive orders to protect the health of workers during the COVID-19 pandemic. Accordingly, as of 8pm on April 19, 2020, **if any business discovers that its employees have been exposed to a person who is a probable or confirmed case of COVID-19** the employer must immediately take the following steps:

CLOSE FOR CLEANING

- Close off all areas visited by the person who is a probable or confirmed case of COVID-19.
- Open outside doors and windows and use ventilation fans to increase air circulation in the area.
- Wait a minimum of 24 hours, or as long as practical, before beginning cleaning and disinfection.
- Clean and disinfect all areas such as offices, bathrooms, common areas including but not limited to employee break rooms, conference or training rooms and dining facilities, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and ATM machines which may have been used by the ill person, focusing especially on frequently touched areas.

NOTIFICATION, SCREENING, AND CONTACT TRACING

- Implement temperature screening before an employee enters the business, prior to the start of each shift and send employees home that have an elevated temperature or fever of 100.4 degrees Fahrenheit or higher. Ensure employees practice social distancing while waiting to have temperatures screened.
- Any employees who have symptoms (*i.e.*, fever, cough, or shortness of breath) should notify their supervisor and stay home.
- If any employee develops symptoms while at work, that person should be sent home immediately. All surfaces and high touch areas in the workspace should be cleaned and disinfected.
- Identify and notify (consistent with applicable confidentiality laws) all employees who were in close contact (within about 6 feet for about 10 minutes) with the ill person at any time up to 48 hours prior to the onset symptoms.
- Employees should not return to work until the CDC criteria to discontinue home isolation are met, in consultation with healthcare providers and state and local health departments.

If you have questions about any of these new safety standards or observe any violations at your workplace **call your union committee member, organizer or the Union Hotline at 267-603-1274**. Visit uniteherephilly.org for more information.

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