



Karuk Tribe

## COVID-19 Emergency Response Plan

### Appendix D - Karuk Tribe Return to Work Protocol



#### Let's All Return to Work Safely!

The following is a one page summary of the Protocols provided to all employees with the goal of keeping everyone as Safe and Healthy as possible when returning to the workplace.

- 1) DO NOT report to work if you are sick or exhibiting symptoms of illness (fever, cough, shortness of breath, chills, muscle pain, new loss of taste or smell, vomiting or diarrhea, sore throat); contact your Supervisor to report any illness.**
- 2) Wear a face covering at all times while inside of Tribal facilities, very limited exceptions are outlined in the full protocol document.
- 3) Report to your designated Entry Point before reporting to your office for the day.
- 4) Take your temperature and log that it was within normal range at the start of each shift and again upon entering any additional facilities visited throughout the day. A temperature of 100.4 or higher will require reporting to nearest Karuk Tribal Health Clinic to be evaluated by a provider.
- 5) Wash your hands with soap and water for at least 20 seconds EACH TIME you enter the building, and frequently throughout the day (before/after eating, using the toilet, touching shared items/tools, wearing mask/gloves, after blowing nose, or after sneezing).
- 6) Wipe down all surfaces touched, both in your workspace, and in common areas where you touch something (fax, phone, copier, doorknobs, keyboard, mouse, calculator, printer, etc.) with disinfectant wipes or paper towels and bleach spray prior to initial use, and throughout the day.
- 7) Maintain 6 feet of separation from other employees at all times, stagger arrival times and breaks.
- 8) Adhere to all guidance and recommendations issued by the Centers for Disease Control, and practice Good Hygiene Protocols at all times.



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- 9) Employees are strongly encouraged to report **ANY** of the following to Vickie Simmons, HR Director:
- a) Your own non-compliance with any protocols.
  - b) Your travel outside of rural Northern California and Southern Oregon for ANY Non-Essential purposes (essential includes but is not limited to groceries, gas, medicine, or medical care.)
  - c) Your exposure to or contact with anyone who has tested positive for Covid-19.
  - d) Your participation in activities without proper social distancing observed, including personal, private, family activities with anyone who is not part of your household.

### **péekrii vúra yávhi (Stay Safe)!**

*Please refer to your personally signed copy for the entire contents of the Return to Work Protocol, the above information is only the first page.*