On 11/19/20 the State of California Occupational Safety & Health Standards board issued an emergency regulation known as COVID-19 prevention (8 CCR 3205), which was readopted with changes and new sections added on 06/17/21, 12/16/21, and 04/21/22. This training meets requirements of 8 CCR 3205 and University of California policy. For more information visit https://training.ucr.edu/coronavirus.

About COVID-19

What is COVID-19?
Coronavirus Disease 2019 (COVID-19) is an airborne disease caused by severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). SARS-CoV-2 is part of a large family of viruses that typically cause respiratory infections and can result in more severe illness.

Transmission
It is infectious and can be spread through the air when an infected person talks or vocalizes, sneezes, coughs, or exhales. Although less common, it can be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth. An infected person may show no symptoms.

Spread
Particles containing the virus can travel more than six feet, especially indoors. So make sure you combine multiple controls to be effective. This includes physical distancing, face coverings, increased ventilation indoors, and respiratory protection; which decreases the spread of COVID-19, but are most effective when used in combination. N95s and more protective respirators protect you from airborne disease, while face coverings primarily protect people around the user.

Policies & Procedures

COVID-19 prevention plan
Learn more about the University’s COVID-19 policies and procedures designed to protect you from the hazards of the Coronavirus. In particular, review the COVID-19 prevention plan available online. It contains key components designed to help you identify hazards and implement controls to reduce risk of transmission.

Signs & Symptoms

Symptoms
Recognize the symptoms of COVID-19. Symptoms can vary from person to person; it can range from mild to severe illness. Symptoms include, amongst others:
- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestions or runny nose
- Diarrhea

Face covering

When to wear. You can wear a face covering at work, regardless of vaccination status, without fear of retaliation. Employees can request a face covering from the University or Environmental Health & Safety at no cost.

Conditions. Refer to the (CDPH) California Department of Public Health, “Guidance for the use of face masks” for the conditions under which face coverings must be worn. Face masks are strongly recommended for

Testing

When to get tested
Get tested for COVID-19 if you have symptoms. You can find a testing location at https://covid19.ca.gov or by visiting the University’s COVID-19 website.

Do not come to work
It is important that you do not come to work if you experience symptoms or test positive for COVID-19.
all persons, regardless of vaccine status, in indoor public settings and businesses, public transit, and in transportation hubs. Surgical masks or higher-level respirators (e.g., N95s) with good fit are highly recommended.

**How to use**
To wear a face covering, make sure that your mouth and nose are fully covered. It should fit snugly on the sides of your face. It’s important to note that face coverings are not a tested and certified piece of personal protective equipment (PPE). If needed for your job function, your supervisor will provide you with the appropriate PPE.

**Respiratory protection**

**Policies**
You can access the University’s policies for providing respirators can be found on the Environmental Health & Safety (EH&S) website.

**Rights**
You have the right to request a respirator for voluntary use without fear of retaliation, and at no cost to you.

**How to use**
Learn how to properly wear a respirator and how to perform a seal check by completing Respiratory Protection training. One limitation is that facial hair interferes with the seal.

**Vaccination**
The vaccine is effective at preventing COVID-19, and protecting against both transmission and serious illness or death. Information on how to access COVID-19 vaccination is available on the University vaccine website.

**Handwashing**
Frequently wash hands with soap and water for at least 20 seconds. Use alcohol-based hand sanitizer when you do not have immediate access to a sink or hand washing facility. It’s important to note that hand sanitizer does not work if the hands are soiled.

**Benefits**
There are University and government leave benefits you may be entitled to, which may make it financially easier to stay at home if your job duties cannot be performed remotely. Learn more about these programs at the UCNet website. This includes your rights to legally mandated sick leave, vaccination, and workers’ compensation benefits, if applicable. Contact Human Resources for questions about sick leave, vacation, workers compensation, or to inquire about any accommodations.

**Acknowledgment**
I acknowledge that I have received and understand the information presented in the COVID-19 prevention training, based on 8 CCR 3205 and the CDPH industry guidance for higher education. I will consult with my supervisor and/or EH&S for clarification or additional information.

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**Test**
Instructions: Complete this test and submit to Environmental Health & Safety or training@ucr.edu.

1. The University’s COVID-19 policies and procedures includes the ________ which contains key components designed to help you identify hazards and implement controls to reduce risk of transmission. (circle one)
   a. Field Safety Plan
   b. Industry Guidance for Higher Education
   c. COVID-19 prevention plan
   d. Physical distancing policy 3205

2. To wear a face covering, make sure that your mouth and _____ are fully covered.
   a. Eyes
   b. Ears
   c. Nose
   d. Head

3. Do not come to work if you have these COVID-19 symptoms: (select all that apply)
   - Breathing difficulty
   - Chills
   - Cough
   - Fever
   - Headache
   - Loss of taste or smell
   - Fatigue
   - Sore throat
N-95 Filtering facepiece respirators are air-purifying respirators certified by NIOSH to have filter efficiency levels of 95% or greater. N-95 respirators filter out airborne contaminants including dusts, fumes, mists, and microbial agents such as tuberculosis bacteria & flu virus.

**How-to Put-on N-95 Respirators**

1. **Read instructions.**
   - Wash your hands. Hold the respirator in one hand, with nosepiece at your fingertips. Let the straps hang loosely.

2. **Place respirator under your chin, with the nosepiece up.**
   - Hold the respirator with one hand and pull the top strap over your head. Rest it on top of head.

3. **Pull the bottom strap over your head and place it around your neck, below your ears.**

4. **Use both hands to mold the nosepiece to the shape of your nose by pushing inward with your fingertips. Check for secure fit.**

5. **Seal check.**
   - Cover respirator completely with hands and exhale sharply. If air blows on your face, readjust respirator (steps 3 & 4).

**Proper Use & Maintenance**

- **Choose N-95 respirators certified for use to protect against the contaminant of concern.**
- **Read & follow instructions** from the manufacturer.
- **Check for a tight seal** around the face every time you put the respirator on. The more air leaks under the seal, the less protection you receive.
- **Keep track** of your respirator as to not mistakenly use someone else's.
- **Inspect the respirator prior to use; check for damage and contamination.**
- **Replace** your respirator if it becomes damaged, deformed, dirty, or difficult to breathe through.
- **Inform** your supervisor and work with EH&S if you have medical concerns that may result in difficulties when using a respirator. You may also consult with your doctor before using a respirator if you have any medical concerns such as lung or heart problems.
- **Go to an area with cleaner air,** take off the respirator, and seek medical help, if you experience symptoms (i.e. difficulty breathing, dizziness, or nausea).
- **Dispose of the respirator in the normal trash,** unless it was used in a medical facility or research area with specific disposal procedures, or if there is evidence it may be contaminated.

- **Store your respirator properly to protect it from damage, contamination, extreme temperatures, damaging chemicals, and crushing or deforming the facepiece.**
- **DO NOT** use surgical masks or other items over your nose and mouth (i.e. scarves, T-shirts, bandannas).
- **DO NOT** wear your respirator into atmospheres containing contaminants for which it is not designed to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors, or highly toxic materials.
- **DO NOT** attempt to reuse, clean, or disinfect disposable filtering facepiece respirators.
- **DO NOT** allow facial hair, hair, jewelry, glasses, clothing, or anything else to prevent proper placement or come between your face and the respirator.

**Limitations**

- **Review and follow instructions** from the manufacturer on the respirator’s use, maintenance, cleaning, care, and limitations. Also follow instructions from the manufacturer and University regarding medical evaluations, fit testing, and shaving.
- N-95 respirators only filter out particulate contaminants. They do not protect you from chemical vapors/gases, oxygen deficient atmospheres, high risk exposures such as those created by aerosol-generating procedures (i.e. bronchoscopy, autopsy) and asbestos handling. Facial hair reduces the effectiveness of N-95 respiratory protection, but shaving is not required for voluntary use. If you have facial hair, you may wear a loose-fitting powered air purifying respirator.

**Required Use**

N-95 respirators may be required as personal protective equipment, depending on your job responsibilities. If your use of an N-95 respirator is considered voluntary and you are required to wear an N-95 respirator as part of your job, work with your supervisor and EH&S to ensure you have received proper training, fit testing and medical clearance.

**Voluntary Use**

Although Cal-OSHA does not require fit testing or medical certification for voluntary use of an N-95 respirator, users must be provided and review Appendix D of the OSHA Respiratory Protection Standard (1910.134 App D). To access that information, visit the OSHA website, or see page 2 of this handout. For questions related to your voluntary use of an N-95 respirator, please consult with your supervisor and/or EH&S.
Mandatory Information for Employees Using Respirators when not Required Under the Standard
Appendix D to Sec. 1910.34

Respirators are an effective method of protection against designated hazards when properly selected and worn. Respirator use is encouraged, even when exposures are below the exposure limit, to provide an additional level of comfort and protection for workers. However, if a respirator is used improperly or not kept clean, the respirator itself can become a hazard to the worker. Sometimes, workers may wear respirators to avoid exposures to hazards, even if the amount of hazardous substance does not exceed the limits set by OSHA standards. If your employer provides respirators for your voluntary use, or if you provide your own respirator, you need to take certain precautions to be sure that the respirator itself does not present a hazard.

As a reminder, you should do the following:

1. **Read and heed** all instructions provided by the manufacturer on use, maintenance, cleaning and care, and warnings regarding the respirator’s limitations.

2. **Choose** respirators certified for use to protect against the contaminant of concern. NIOSH, the National Institute for Occupational Safety and Health of the U.S. Department of Health and Human Services, certifies respirators. A label or statement of certification should appear on the respirator or respirator packaging. It will tell you what the respirator is designed for and how much it will protect you.

3. **Do not** wear your respirator into atmospheres containing contaminants for which your respirator is not designed to protect against. For example, a respirator designed to filter dust particles will not protect you against gases, vapors, or very small solid particles of fumes or smoke.

4. **Keep track** of your respirator so that you do not mistakenly use someone else's respirator.

For more information regarding limitations and how to properly put on, use, and maintain N-95 facepiece respirators and other masks made of filter material, visit bit.ly/ucN95 or scan the QR code below.