



# COVID-19 Field Protocol

UCSB NRS Reserve Site Planning Checklist

Last Updated 6.24.20

<b>Department/Group/Project:</b>	
<b>Field Team Leader Name, Phone, Email:</b>	
<b>PI/Supervisor Name, Phone, Email:</b>	
<b>Reserve:</b>	
<b>RAMS Reservation Date(s):</b>	
<b>Required Administration Prior to Visit</b>	
<input type="checkbox"/>	Thoroughly fill out a <a href="#">RAMS</a> application / reservation;
<input type="checkbox"/>	Fill out <a href="#">UC NRS liability waiver</a> ;
<input type="checkbox"/>	Watch the <a href="#">UCSB OR COVID-19 Safety Presentation</a>
<input type="checkbox"/>	Download or print out reserve rules and safety guidelines (will vary by reserve)
<input type="checkbox"/>	Enroll in a self-reporting Daily Symptom Tracking application ( <a href="#">Daily Tracking for UCSB users found here</a> )
<input type="checkbox"/>	Fill out <a href="#">GoogleDoc form</a> linked to RAMS reservation with your COVID-19 Safety Plan
<b>When Arriving at Reserve (Day Users)</b>	
<input type="checkbox"/>	Check in (how will vary by reserve)
<input type="checkbox"/>	Clean and disinfect surfaces on reserve specific items being used (vehicle, tools, outhouse, keypads, etc). <i>Users are expected to use their own cleaning/disinfecting products to maintain personal hygiene.</i>
<b>When Arriving at Reserve (Overnight Users)</b>	
<input type="checkbox"/>	Check in (how will vary by reserve)
<input type="checkbox"/>	Attend onsite orientation (facemasks mandatory)
<input type="checkbox"/>	Disperse to your assigned housing unit and get settled in
<input type="checkbox"/>	Wash hands often with soap and water.
<input type="checkbox"/>	Clean/disinfect surfaces in assigned housing units and shared kitchen and bathroom facilities. <i>Cleaning/disinfecting products are stocked in each building.</i> Have facemask and other PPE readily available
<b>While Staying at a Reserve (Multi-Day Users)</b>	
<input type="checkbox"/>	Adhere to social distancing plan established for communal facilities (plans will vary by reserve)
<input type="checkbox"/>	Clean/disinfect surfaces in assigned housing, shared kitchen and bathroom facilities before and after use. <i>Cleaning/disinfecting products are stocked in each building.</i>
<input type="checkbox"/>	Have facemask and other PPE readily available
<input type="checkbox"/>	Follow guidelines (forthcoming) established by UCSB to self-report symptoms/health status
<b>Before Leaving Reserve (All Users)</b>	
<input type="checkbox"/>	Pack up personal items, food, trash, equipment and gear.
<input type="checkbox"/>	Follow cleaning and check out procedures posted in each building or provided during orientation.
<input type="checkbox"/>	Have facemask and other PPE readily available.
<input type="checkbox"/>	Follow social distancing guidelines when cleaning shared spaces.
<input type="checkbox"/>	Check out (will vary by reserve).
<b>On-site Resources</b>	
Reserve Manager email and phone number	
Reserve Steward email and phone number	
Emergency Medical Response: 911	
UCSB COVID-19 updates: <a href="https://www.ucsb.edu/COVID-19-information">https://www.ucsb.edu/COVID-19-information</a>	
Office of Environment, Health & Safety: <a href="https://www.ehs.ucsb.edu/">https://www.ehs.ucsb.edu/</a> or 1- 805-893-7534	
UCSB Field Research Safety Program: <a href="https://www.ehs.ucsb.edu/field-safety">https://www.ehs.ucsb.edu/field-safety</a>	
Local hospital or testing site contact information	