

COVID-19 Volunteer Safety Protocol

The Food Bank of Contra Costa & Solano will take proactive steps to protect the workplace in the event of an infectious disease outbreak, such as COVID-19. It is the goal of the Food Bank that during any such time period, we will strive to operate effectively and ensure that all essential services are provided and that employees and volunteers are safe within the workplace. The Food Bank Leadership Team, with local, state and federal official guidance, actively monitors and coordinates events around any infectious disease outbreak, including COVID-19, and creates and implements work protocols to continue to promote safety.

In response to COVID-19, the Food Bank of Contra Costa and Solano has implemented the following safety practices at all warehouse facilities and direct food distribution sites:

- Symptom Free Sign-In Sheet: Per County mandates, all Food Bank Staff and Volunteers are required to sign an acknowledgment upon entering our facility or arriving at a direct food distribution site confirming the following:
 - You have not had the following symptoms in the last 24 hours: fever of 100.4° or more, 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.
 - In the last 14 days, you have not received a confirmed diagnosis for COVID-19 (either by a COVID-19 test or by diagnosis of a health care professional) or are waiting for the results of a pending COVID-19 test which you took because you were exposed to, have symptoms of, or are presumed positive for COVID-19; Been in close contact with an individual who has been diagnosed with COVID-19; Traveled internationally.

If the answer to any of the aforementioned questions is yes, the staff, volunteer, or visitor will be asked to leave the facility or distribution site immediately.

- Social distancing of at least 6 feet is required for all Food Bank Staff, Volunteers, and Participants. Volunteers will be socially distanced from volunteers of other households. Volunteers may be grouped with members of their own household unless otherwise requested.
- Face coverings that cover both the nose and mouth must be worn at all times during the volunteer activity or while in Food Bank facilities. Volunteers must bring their own face covering.
- Volunteers must wash hands thoroughly with soap if a sink is available or use hand sanitizer at the start of the shift.
- Disposable gloves provided by the Food Bank must be worn while handling all food products including produce.

The Food Bank strives to ensure a clean workplace, including the regular cleaning of objects and areas that are frequently used, such as bathrooms, breakrooms, conference rooms, door handles and railings.

The Food Bank relies on volunteers to help us serve 1 in 9 people living in Contra Costa and Solano Counties, approximately 270,000 community members monthly. The Food Bank is grateful for volunteers who help us to fulfill to our mission **to lead the fight to end hunger, in partnership with our community and in service to our neighbors in need.**

Please feel free to contact Volunteer Services at volunteerhelpdesk@foodbankccs.org if you have additional questions.