

Safety topic

COVID-19 prevention safety plan

Church of Jesus Christ of Latter-Day Saints

Medford Welfare Farm, Medford, Oregon

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Resources and information for developing
safety programs for agricultural businesses

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Introduction

This COVID-19 safety response plan contains the basic framework for an effective implementation of safety practices and procedures outlined in Oregon OSHA's temporary rule, OAR 437-001-0749. This temporary rule addresses COVID-19 prevention in employer-provided housing, labor-intensive agricultural operations, and agricultural transportation. The rules established under OAR 437-001-0749 are effective from May 11, 2020 to October 25, 2020.

In the Church of Jesus Christ of Latter-Day Saints Medford Welfare Farm's (Medford Welfare Farm) COVID-19 safety response plan we have assessed and developed procedures to reduce and prevent the spread of COVID-19. The items listed in this plan are additional precautions to our typical safety practices and procedures relating mainly to field sanitation and ground transportation.

- (a) Section 1 of this rule applies to all labor-intensive agricultural operations (activities that normally fall under OAR 437, Division 4) when employees would otherwise perform their duties or routinely congregate within 6 feet of one another. Agricultural employers whose normal activities do not involve such close contact have no additional requirements under Section 1. While this rule remains in effect, its requirements supersede those found in OAR 437-004-1110 "Field Sanitation for Hand Labor Work" for all activities otherwise subject to that rule.
- (b) Section 2 of this rule applies to all employer-provided transportation within labor-intensive agricultural operations. It does not apply to employer-provided transportation when such transportation supports activities that fall outside the scope of Section 1 of this rule.

Field sanitation

- Name of the person or title designated as the social distancing officer
- The steps you have taken to increase access to toilets and handwashing stations
- The steps you have taken to increase sanitation efforts
- How you will train employees on the prevention of COVID-19

Transportation

- How you will manage social distancing guidelines in vehicles
- How you will manage the use of facial coverings in vehicles
- How you will increase sanitation in vehicles
- How you will encourage social distancing in employer-owned and personal vehicles

COVID-19 prevention safety plan

Church of Jesus Christ of Latter-Day Saints Medford Welfare Farm

Purpose

This COVID-19 prevention safety plan is designed to protect employees from the exposure or spread of COVID-19 in the workplace. With the exception of a very few actual employees most of the workers at the Medford Welfare Farm are volunteers who only help during harvest. As concerns safety these volunteers are viewed as employees but they differ from full-time employees in that they usually only work a few hours at a time and work according to their schedule and convenience. At some times there may only be a dozen or so working and at other times, especially Saturdays, there may be 300 or more for a few hours.

For the volunteers, the Medford Welfare Farm strives to maintain a safe and healthy workplace and follows the field sanitation, vehicle transport, and requirements already set out by Oregon OSHA under OAR 437-004-1110 "Field Sanitation for Hand Labor Work". This plan specifically addresses the additional precautions and steps required by agriculture operations under Oregon OSHA's temporary rules set forth under OAR 437-001-0749. These temporary rules and this plan are in effect from May 11, 2020 to October 25, 2020.

Field sanitation**Social distancing**

We will ensure proper social distancing for our farm labor employees by

- Identifying a social distancing officer.
- Identifying tasks or jobs that pose challenges for social distancing and identify control measures
- Training employees and supervisors on expectations of social distancing and ensure those expectations are being met
- The social distancing officer(s) at The Medford Welfare Farm are the lane coordinators, green vest supervisors, and harvest coordinators working in the areas where volunteers are working.
- They have been trained on our COVID-19 prevention safety plan and trained on COVID-19 prevention concepts. The social distancing officer will be responsible for identifying appropriate social distancing and sanitation measures and ensuring that such measures are implemented and followed.

The social distancing measures that we have taken include the implementation of work activities that separate employees by a minimum of six feet from one another as they perform their duties, during breaks, or during meal periods. Table 1 lists tasks/situations that we have specifically changed due to COVID-19 social distancing guidelines and the new control measures and safety practices. Tasks not included have been deemed already tasks that involve social distancing.

Table 1 Social distancing modified tasks	
Task/Situation	New control measures/practices
Sign in Table	Additional sign in stations will be set up, areas will be roped off to form lines, and ground markings will be made every six feet to indicate a safe separation distance while waiting to sign in.
Platforms	Workers on the platforms will maintain at least six feet between themselves or wear masks and maintain at least three feet of separation.
Porta potties and wash stations	All facilities will be cleaned at least three times per day when workers are present. There will be approximately 23 porta potties distributed throughout the farm.
Ground picking / ladder picking	Volunteers will be instructed to remain at least ten feet apart from people not of their immediate family. If they are going to be closer than ten feet they will be instructed to don a mask.

Some tasks and situations have been identified on our farm operation that make social distancing, specifically contact within six feet, impossible. To mitigate these situations, we have identified those specific tasks and established additional control measures to ensure the safety of all; see Table 2. Because the workers are volunteers, there are several hundred who will work during the harvest, and they typically only work a few hours we are encouraging volunteers to bring their own face covering. However, face masks will be available for those who need one. Face coverings will be provided for actual employees.

Table 2 Tasks that require less than six feet distance between employees	
Task/Situation	New control measures/practices
Sign in area	Masks will be required in the sign in area.
Platforms	If workers on the platforms cannot maintain six feet of separation masks will be required.
Fall protection devices	Harnesses worn by the platform crews will be cleaned after every use by dipping in soapy water, rinsing in the same manner, then hung to air dry.
Picking buckets	Picking buckets will be rotated so there is, at minimum, a 24-hour period between usage, if possible. If required picking buckets will be cleansed with a hydrogen peroxide solution after every use.

Picking fruit	Picking gloves will be provided and recommended for all volunteers picking fruit.
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Potable water

We will ensure all employees have immediate access to safe potable water. We will provide potable water in a way that meets social distancing guidelines and eliminates the sharing of drinking cups.

Toilet and handwashing facilities

Our typical toilet and handwashing safety and sanitation efforts will continue, in addition to new COVID-19 safety efforts. Effective June 1, 2020, we will increase our toilet and handwashing facility at worksites from one per 20 employees to one per 10 employees. Because the workforce varies greatly depending upon the turnout of volunteers we will do our best to meet this ratio as practical.

We will ensure that toilet and handwashing facilities are located adjacent to each other at the entrance or exit to the field or in a completely harvested area, whichever is closer. In any case, such facilities will be no more than a five-minute or a one-quarter-mile (1,320 feet) unobstructed walk from each hand-laborer's place of work in the field. Where, due to terrain, it is not feasible to locate facilities as stated above, the facilities will be at the point of closest vehicular access.

Toilet and handwashing facilities will be maintained in a clean and sanitary condition. Toilets and handwashing stations will be sanitized at least three times daily to mitigate the spread of COVID-19. The volunteers working as the water and wash station attendants will be responsible for ensuring these additional sanitation actions take place by spraying a disinfecting solution on all common use areas.

We will post a notice describing effective field sanitation measures as well as the requirements of the temporary OAR 437-001-0749 rule in a place accessible to workers.

Communication

Every employee will receive information about these new COVID-19 prevention rules. Employees will also be trained on the location of the sanitation facilities and water, and that they have access and are encouraged to use them when necessary. Employees will also be trained on the following concepts:

- Using the water and facilities provided for drinking, handwashing, and elimination
- Drinking water frequently, especially on hot days
- Urinating as frequently as necessary
- Washing hands both before and after using the toilet
- Washing hands whenever high-contact surfaces have been or will be touched
- Washing hands frequently and after covering a cough or sneeze
- Washing hands before eating and smoking. However, smoking is not allowed on the welfare farm property as specified in church regulations.

COVID-19 suspected or confirmed cases

If an employee is suspected of COVID-19 or is tested positive for COVID-19, the following actions will be taken to ensure their health and safety as well as that of their co-workers:

If we receive word that someone who has been volunteering at the welfare farm has tested positive for COVID we will place a notice on the welfare farm website and send a notice to all congregation leaders.

Employee transportation

Social distancing

When transportation is provided to and from the workplace or used to move individuals between workplaces by The Medford Welfare Farm, the following disease-prevention measures will be implemented:

- The vehicle operator and any passengers will be separated by at least three feet during the operation of the vehicle.
- The vehicle operator and all passengers must wear cloth facial coverings that cover the nose and mouth. The Medford Welfare Farm will provide these face coverings if necessary.

Sanitation

All high-contact surfaces such as door handles, seatbelt buckles, arm rests, steering wheels, etc., will be sanitized before each trip or at least twice daily when in continuous use. The van driver will perform the necessary cleaning.

We will educate all workers commuting to and from work (during personal time) with other workers about the risks presented by close contact, and encourage them to employ practices similar to those enforced during work hours.

Training

We understand that this plan is only successful if all employees, supervisors, and leaders are involved in these efforts. We will establish open communication with our employees to ensure they are educated about this plan; how COVID-19 is spread; what steps they can take to reduce the spread; and what our farm is doing to ensure their health and safety. Special training sessions have been held to educate and instruct those filling specific positions (i.e. sign in table, water attendant, green vest supervisor) on these procedures and requirements.

Below are examples of free posters and training materials you may consider using:

Field sanitation poster

English —

Print on blue paper: <https://osha.oregon.gov/OSHAPubs/1890C19-2.pdf>

Spanish —

Print on blue paper: <https://osha.oregon.gov/OSHAPubs/1890sC19-2.pdf>

COVID-19 prevention videos

English —

<https://www.youtube.com/watch?v=vcoYOdshpzM&list=PLvrp9iOILTQaJa78zFQ0QgvShQ2HEwHxP>

Spanish —

<https://www.youtube.com/playlist?list=PLvrp9iOILTQZdKZTcAaYdyu4wKmhGCJNc>