

## California State University Monterey Bay Research Diving Program

### ~Critical Operations Supplemental Guidelines~

**Disclaimer: These guidelines are subject to revision based on updated information(see table 1 for revision dates)**

### COVID-19 CA Executive Order

**Overview:** California State University, and CSUMB, have issued an executive order for all individuals to stay home or at their place of residence, except as needed to maintain continuity of operation of the federal critical infrastructure sectors. This order remains in effect until further notice.

**CSU Policy:** <https://www2.calstate.edu/coronavirus>

**CA State Guidance:** <https://covid19.ca.gov/>

Scientific diving projects and boating operations that campus leadership have identified as critical will need to be identified as Essential Critical Infrastructure Workers. Principle Investigators and Laboratory Managers should have ramped down non-critical field work in accordance with the Chancellor's March 20<sup>th</sup> campus wide communication. In order to file a dive or float plan PI's will need to apply for essential status with the appropriate dean, at which point a dive plan can be submitted to the Diving Safety Officer for review. Once dive plan is approved PIs need to complete the Research Restart Plan (RRP) - see the College of Science Research Restart Plan document for further instruction on this process. The Dean will then seek any higher level required approval based on CSUMB policy prior to dive and float plans being submitted to the DSO.

**Purpose:** Once designated as essential, CSUMB Scientific diving and boating project leads will each need to establish appropriate procedures to ensure social distancing and the health and welfare of participants are protected as much as possible during this time (see attached COVID-19 Field Protocol planning and procedure checklist).

Any proposed project activity under CSUMB auspices must have special approval, on a case by case basis from appropriate campus authorities before submitting a dive or

float plan to the CSUMB Diving Safety Officer. Some projects may also require specific endorsement from the office of Environmental Health, Safety and Risk Management.

This document serves as supplemental guidelines for boating and diving projects requiring additional time and resources to ramp down and suspend research activities, preserve life, or service critical equipment and infrastructure that could result in significant loss.

**Critical Research Considerations:** Any scheduling of essential / critical operations must happen in a manner that considers all risk variables and the potential for exposure to COVID-19 for each individual person well in advance. Prior to scheduling and requesting a project endorsement supervisors and managers should first ensure that the work satisfies the items identified by CSUMB COVID-19 guidelines.

- **Research for which discontinuation would generate data and sample loss that would be effectively irreplaceable.**
- **Maintenance of critical equipment and a safe standby mode of laboratories.**
- **Maintaining critical animal populations and/or that would impact the ethical conduct of research with animal subjects.**
- **COVID-19 research with a timeline relevant to the current pandemic.**

**Reminder: All research requiring in-person social interaction must be conducted with social distancing and possibly using CDC recommended face coverings OR personal protective equipment (PPE). If you are sick, you must remain home and monitor your symptoms; possibly up to 14 days. Return to work only after you have been completely free of symptoms for 2 weeks or as recommended by your physician.**

### **CSUMB COVID-19 Information & Resources:**

Prior to engaging in any dive operations, each dive team member must fill out and submit to the Diving Safety Officer the Return to Diving Health Declaration: COVID-19 form found here:

[https://docs.google.com/forms/d/e/1FAIpQLSeUJx9SQpEy11YFIcoX9J2gWBtLXTDcFsxmN3P7NKcMESdICA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSeUJx9SQpEy11YFIcoX9J2gWBtLXTDcFsxmN3P7NKcMESdICA/viewform?usp=sf_link)

For the most up to date information regarding the coronavirus and CSUMB's response to a myriad of different issues, please reference the URL below.

<https://csumb.edu/health/coronavirus-information>

Additionally, in the event of a positive test for the novel coronavirus, please reference the flowchart below:

## CSUMB's COVID Suspected & Positive Reporting

**1**

**Student, Faculty, or State or Corporation Staff self-reports that they have tested positive for COVID**

**Student**

Provide student the link to complete the confidential [COVID-19 Reporting form](#), and inform them to expect a call from the Campus Health Center (CHC).

No further action from reporter.  
Form submissions delivered to CHC.

**Faculty or Staff**

Inform faculty or staff that UP or Corporation HR is being notified, and to expect a call from the Campus Health Center (CHC).

Reporter emails University Personnel or Corporation HR with faculty/staff's personal contact information.

CHC's health investigations remain confidential and report outcomes to the Incident Management Team (IMT) Command. Cabinet reviews IMT recommendation for notification to campus, omitting personal information.

**2**

**Student, Faculty or State or Corporation Staff self-reports to have been exposed to suspected COVID positive individual and/or are exhibiting COVID symptoms**

Inform them to call Campus Health Center (CHC) at 831-582-3965.  
CHC will guide them on what to do next regarding their potential exposure to suspected COVID positive individual or their symptoms.

## Planning steps for PIs and Lead Divers when submitting a dive/float plan:

1. Apply for essential operation status from appropriate Dean and have all required CSUMB administrative clearance according to current guidelines.
2. If it is determined that scientific boating or diving operations are essential or critical: teams must conduct an in-depth pre-mission risk assessment, employ extra measures to ensure enhanced general health precautions, biohazard protections and ensure that decontamination methods are employed and document these COVID-19 risk mitigations (Project COVID-19 Safety Plan) in the dive plan under the Emergency Action Plan (EAP). The following are recommended considerations while writing the EAP:
  - Team health and fitness must be at the forefront of all decision making and shall consider the potential for infection.
  - If members of the team become infected before or during the mission how will that impact their families and greater community
  - Team and personal considerations:
    - How many team members are needed to safely and effectively accomplish the mission?
    - What is the possibility that someone on the team may be infected due to their potential for exposure outside of the mission?
    - Where are each of the boat crew / dive team for this mission coming from?
    - What has been the potential exposure level for you and your family?
      - ✓ (close proximity to with high potential or possibly A-symptomatic persons)
    - How will you exercise protective measures to and from the lab or research site?
    - Can you avoid potential contamination while interacting with coworkers in a confined area?
    - What additional items can reduce risks during the mission?
      - ✓ (Protective gloves, eye protection, masks, regular cleaning of surfaces, soap & water, antibacterial sanitizers...)
    - What are the ramifications if you become exposed and return home to your family/community
  - **Travel Considerations:** Each team must perform an additional risk assessment and implement critical protocols prior to travel and engaging in close quarters human contact. All travel must be approved according to current campus policy.
    - **Cal State Travel System:**  
<https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/>

- It is very important to know where you are going and where your transit routes will take you. Check local COVID-19 State and County infection updates and legal requirements prior to traveling to any research sites; some counties require written permits from the county Health Department for any non-essential / critical activities.
- **CDC Updates:**  
<https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/cases-in-us.htm>
- **USA State & County Updates:**  
<https://usafacts.org/visualizations/coronavirus-covid-19-spread-map/>
- **Project COVID-19 Safety Plans:** Individual safety plans should be updated and amended by PIs and Lab managers to include additional workplace precautions, new operational step procedures for COVID transmission risk reduction and potential use of PPE and to ensure social distancing when handling equipment and while on-board boats. Also include any additional equipment that will be provided.
  - Divers Alert Network resources regarding gear disinfection, CPR, and emergency O2 administration:
    - ✓ <https://www.diversalertnetwork.org/covid-19/>
    - ✓ <https://www.diversalertnetwork.org/emailview/landing/coronavirus/gearDisinfection/index.html>
    - ✓ <https://www.diversalertnetwork.org/emailView/landing/blogs/cprAndCovid19/index.html>
    - ✓ <https://www.diversalertnetwork.org/emailView/landing/blogs/o2UnitUse0420/>
  - You must also account for the implications should there be a boating or diving related emergency; will emergency care be available, will the emergency response further strain emergency services and personnel or lead to potential exposure for members of the team?
  - Participant face coverings that meet CDC recommendations are required at all times. Divers should leave face covering in place until ready to enter the water. At that time their dive mask and regulator should be in place. Mask and snorkel will remain in place until the diver is back on-board and able to replace face covering.
  - **Participation PPE Guidelines: If PPE is required,** it should be documented that team members are trained in the proper use of PPE; fit testing masks, respirators, special clothing, donning, removal and disposal, and are aware of their individual and collective responsibilities to prevent exposure and the contamination of others. Each team member / participant must

communicate their understanding and acceptance and be offered the opportunity to not participate without any undue pressure or concern for reprisal.

- **General Precautions:** Should the mission be approved and take place it is important to employ all the measures with earnest.
  - ✓ Soap and clean water, disinfectant spray and wipes must be provided and used regularly - Contact the Dive Safety Officer for Disinfectant Spray or other equivalent materials, i.e. wipes, etc.
  - ✓ Apply disinfectant to all interior and common surfaces / equipment before, during, and after the mission.
  - ✓ Maintain 6'-10' social distancing, avoid sharing of items to all extent possible.
  - ✓ Disinfect yourself and any items prior to engaging with others or transiting to another location and before returning home.
- All divers will have their temperatures checked and must be below 100.4 degree F. If the results are outside the listed threshold the diver shall be removed from the dive team until they consult with their physician and are cleared for diving ops.

3. Complete the Research Restart Plan (RRP) process - See RRP document for further instruction.

**Summary:** It is understandable that these measures and precautions may appear to be difficult or extreme, but if followed and employed as necessary it will severely limit the transmission of the virus and rates of infection. Directives from community health managers, Medical First Responders, Emergency Room physicians, resident Epidemiologists, and county supervisors Emergency Operations Center briefings indicate that our every action outside of the home should be with caution and a necessary specific purpose. Small actions can make a big difference for better or worse.

Some of the general community have still not taken heed and it is expected that transmission and detection of the Covid-19 virus may increase during the weeks ahead. It is not safe to assume that others know how to employ general precautions and we don't know how others conduct themselves and who they have been in contact with prior to engaging with us.

A heightened sense of situational awareness with limited movements and interactions will continue to be essential for our well-being and the general public health.

**Safety Support:** Please contact your supervisors, managers and the CSUMB Diving

Safety Office with any questions and for specific guidance to help maintain critical functions involving any boating and diving operations.

Table 1: Revision Date	Changes made to document
5/4/2020	Adapted from the CSU/SDSU COVID-19 Guidelines incorporating HSU DCB recommendations. Added COVID-19 Field Protocol Planning Checklist
5/6/2020	<ol style="list-style-type: none"> <li>1. Added 100.4 to temperature threshold to be consistent with CSU workplace policy.</li> <li>2. Removed requirement for wearing gloves at all times based on feedback from EH&amp;S</li> <li>3. Added Participant facecovering guidelines to distinguish between facecovering and PPE</li> </ol>
5/13/20	<ol style="list-style-type: none"> <li>1. Corrected "Safety Services and/or Risk Management" to Risk Management and Safety Services pg. 2</li> <li>2. Added "meets CDC recommendations" to facecovering on page 4.</li> </ol>
5/14/20	<ol style="list-style-type: none"> <li>1. Edited page 1 purpose to clarify that Dean and SPF approval is needed before filing dive/float plans.</li> <li>2. Edited travel to read "according to current campus policies"</li> <li>3. Added link to SPF travel guidelines</li> </ol>
5/19/20	Adapted for use at CSUMB.
5/27/20	Removed Oxygen saturation testing per UCSD Guidelines
6/3/2020	<ol style="list-style-type: none"> <li>1. Inserted Research Restart Plan (RRP) process as required prior to submission of dive plans - Per Dean Horvath, the RP process is inserted AFTER the dive plan has been approved.</li> <li>2. Shared with Mitch Reid (EHSRM) for review</li> </ol>
6/4/2020	<ol style="list-style-type: none"> <li>1. Inserted resources per Mitch Reid's instruction - reporting process, most up to date info on the CSUMB website.</li> </ol>

	2. Inserted our declaration of health statement as a requirement prior to engaging in dive operations.
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# COVID-19 Field Protocol

## Worksite Planning Checklist

<b>Department/Group/Project:</b>
<b>Field Team Leader Name, Phone, Email:</b>
<b>PI/Supervisor Name, Phone, Email:</b>
<b>Worksite Location:</b>
<b>Project Dates:</b>

**Institutional Review & Approvals:**

- € Office of the Dean
- € Research Restart Plan (RRP) Review Board
- € Diving Safety Officer and/or Boating Safety Officer
- € Filed and approved float plan and/or dive plan.
- € Project-specific and for travel to and from (state park/ reserve manager, partner agency, county officials, etc.):
- € Other:

**Required Training/Safety Brief:** Along with discussing work goals and plans, review safe work practices identified in this checklist with all participants.

- € Maintaining social distancing from one another, equipment handling, disinfection procedures, signs/symptoms of COVID-19, communication options in the field check in procedures, and emergency procedures.
- € Temperatures of all team members should be taken prior to fieldwork and cannot exceed 100.4 degrees F.
- € Team members should have their own face coverings, dedicated PPE if required and trained, provisions, and supplies, if feasible, to minimize sharing.
- € Team members have the right to refuse participation without fear of penalty if s/he feels the conditions are unsafe.
- € Each team member should be asymptomatic for at least 2 weeks prior to fieldwork and will not participate should they feel ill or have reasonable cause to believe they have been exposed to COVID-19.
- € Follow CDC guidance to [Prevent Getting Sick](#).
- € Maintain reliable communication to receive updates or get assistance; maintain a frequent check-in schedule.
- € Remain aware of campus policies regarding COVID-19 and any local ordinances relevant to your destination.
- € Review responsible conduct in the field, community; minimize contact with the public during pandemic.
- € Maintain flexibility to alter plans at any time, self-isolate, or return home.

**Transportation to Worksite:**

- € Avoid public transportation.
- € Meet at the worksite (each crewmember should have their own field vehicle).
- € Depending on the history of the vehicle, all common areas should be wiped with a sanitizing agent prior to and upon completion of field transportation for the day.
- € Other precautions:

**Provisions:**

- € Each participant should be responsible for their own field provisions for the day.
- € Water, food, snacks, etc., should all be prepared and brought from home, if possible.
- € Each crewmember should have at least two gallons of drinking water available per workday.
- € If coolers are used, each team member should have their own assigned cooler.
- € Stops to make purchases in the field should be kept to a minimum in order to lessen contact with the public.
- € For overnight trips, ensure extra lodging is available to maintain social distancing, i.e. single rooms, single tents
- € Other precautions:

**Fueling Vehicles/Service Stops:**

- € Maintain social distancing from anybody who is at the fuel location, store, etc.
- € Be cognizant of what you touch at any service stations, stores, etc., sanitize hands prior to re-entering your vehicle
- € If possible, wear nitrile gloves while refueling vehicles, and remove gloves prior to re-entering your vehicle.
- € If gloves are not available, sanitize hands prior to re-entering your vehicle.

**General Safe Practices:**

- € Maintain social distancing of at least 6 feet, whenever feasible
- € Keep from touching face (specifically eyes, mouth and nose)
- € Wear a face covering in common areas, while in proximity to others; follow local public health requirements
- € Wash hands with soap and water frequently for at least 20 seconds
- € Use hand sanitizer (>60% alcohol) when soap and water are not available
- € Cover coughs and sneezes; cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash and immediately wash your hands.
- € Clean and disinfect frequently touched surfaces.
- € If cough develops, wear a face covering to prevent spread via saliva droplets; return home

**Supplies, Cleaning, & Disinfection:** Shared surfaces, equipment and gear should be cleaned, disinfected and dried before use. Any disinfecting product used should be on the [EPA List-N](#), e.g. Chlorox disinfecting wipes, Lysol multi-surface cleaner, Envirocleanse-A, Peroxide Multisurface Cleaner & Disinfectant). Contact the Diving Safety Officer for assistance in procuring these substances.

- € Hand soap
- € Hand sanitizer
- € Disposable gloves
- € Disinfectant:
- € Extra face covers
- € Personal water bottles
- € Carry a thermometer in your first aid kit
- € Other:

**Wrap up:**

- € Clean and disinfect all shared equipment, touched surfaces
- € Bag up used supplies, return to campus for disposal if possible
- € Debrief with all participants
- € Disinfect dive gear
- € Disinfect vessel

**Emergency Medical Procedures:** All participants must be able to provide clear and precise directions to the worksite. • Cell phone service available • If no cell service, describe communication plan and check-in procedures below, and map to the nearest hospital.

**Notes:**

### Reference: Signs and Symptoms of COVID-19

Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms or combinations of symptoms may have COVID-19 and should stay home, monitor symptoms, and call their medical provider:

- Cough
- Shortness of breath or difficult breathing
- Fever
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

### Campus Resources

**Emergency Medical Response:** 911

**University Police NON-Emergency Number:** 831-655-0268

**CSUMB COVID-19 updates:** <https://csumb.edu/health/coronavirus-information>

**CSU Coronavirus Updates:** <https://www2.calstate.edu/coronavirus/>

**University Student Health Center:** 831-582-3965

**Risk Management and Safety services:** <https://csumb.edu/risk/> OR 831-582-4776