

## UC Davis Policy and Procedure Manual

### Chapter 290, Health and Safety Services

#### Interim Section 01, Public Health Policy

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Responsible Department: Safety Services

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#### I. Purpose

This section implements physical and behavioral standards applicable to all campus affiliates and non-affiliates for UC Davis to mitigate the risk of spread of COVID-19. It sets forth public health requirements, including the use of face coverings and physical distancing.

#### II. Definitions

- A. Campus affiliates--individuals affiliated with the University such as students, employees, and official volunteers.
- B. Campus non-affiliates--individuals who are not campus affiliates, including, but not limited to, members of the public, vendors, service providers, contractors, suppliers, delivery services, visitors, and guests.
- C. Face covering--a covering made of cloth, fabric, or other soft or permeable material, without holes, that covers the nose and mouth.
- D. Physical distancing--a public health practice designed to limit the spread of infection by requiring at least six (6) feet of physical space between individuals.
- E. University business--work conducted in support of the administrative, academic, research, community service, and patient care functions of the University, including travel related to University business.
- F. University property
  - 1. All University property and facilities owned, leased or operated by UC Davis, including campus buildings, private residential facilities, structures and facilities, parking structures, and surface lots, and grounds areas.
  - 2. All off-campus University owned or University leased property or facilities operated by UC Davis staff or faculty in support of UC Davis administrative, teaching, research, medical care or other public service functions or private residential facilities for UC Davis students, faculty, and staff.

#### III. Policy

- A. All campus affiliates and non-affiliates entering or physically present on University property and facilities, or otherwise engaging in University business must comply with this policy. This section is not applicable to telecommuting.
- B. In consultation with the Associate Vice Chancellor--Safety Services, individual University programs may implement enhanced or specialized program specific guidance.
  - 1. Consideration will be given to the conditions and circumstances at each campus location, and decisions will account for variations that may exist among them.

2. UC Davis Health, School of Veterinary Medicine and Student Health and Counseling Services may institute enhanced protocols that apply to their respective clinical and associated facilities.
- C. With the exception of having an appointment to seek medical care; individuals may not enter or remain on University property if they have tested positive within the last 14 days for COVID-19, or have symptoms of COVID-19 not related to a chronic condition (see [Center for Disease Control \(CDC\) website](#) for updated COVID-19 symptoms) until they are cleared by their medical provider to return to campus. UC Davis Health personnel and students should follow the current guidelines contained within the UC Davis Health Management of Patients and Healthcare Personnel for the COVID-19 Pandemic.
1. Individuals must immediately report individual COVID-19 exposures in accordance with current protocol found on the [Safety Services reporting page](#).
  2. In some cases, such as for return to employment, a note from a medical provider may be required upon return.
  3. Employees must stay home if they are sick, provide timely updates to their supervisor, and seek advice from their primary health care provider.
  4. Students must stay home (residing in either off or on campus housing) if they are sick. Students who have symptoms of COVID-19 not related to a chronic condition must follow the below protocol.
    - a. Immediately contact [Student Health and Counseling Services](#) for further assessment and advice.
    - b. Follow all recommendations for isolation provided by their medical provider and/or public health official.
- D. All individuals are required to follow the below requirements:
1. Participate in the University's screening processes, (e.g., symptom questionnaires, temperature checks prior to entering a facility). If an individual is unable to complete or pass the screening processes, entry to University property may be denied or the individual may be required to leave a facility.
    - a. For non-affiliates associated with renovation construction projects within an existing occupied or partially-occupied facility must participate in the University's screening process (or equivalent process to be agreed upon by both parties), to be managed and maintained by the contractor, and report results to the University.
    - b. For non-affiliates associated with new construction projects within a completely separated and fenced construction site, the contractor must develop, manage, and maintain protocols similar to the University's screening process, and report results to the University.
  2. Wear face coverings while present on University property in compliance with the California Department of Public Health [Guidance for the Use of Face Coverings](#). See the [UC Davis Face Coverings Exceptions](#) website for limited exceptions to this requirement.
    - a. Halloween or plastic masks; ski masks with holes for the nose or mouth; and masks that have a one-way valve must not be used as a face covering.

- b. Face shields are not substitutes for face coverings and should be reserved for clinical settings or by explicitly authorized medical exception.
  3. Practice physical distancing at all times (even while wearing a face covering). See the [UC Davis Physical Distancing Exceptions](#) website for limited exceptions to this requirement.
  4. Follow the below use of University property requirements:
    - a. Program specific guidance when entering or present on University property.
    - b. University directions on the availability of campus space, and space designated as closed must not be used.
    - c. Any University signage or instruction on the use of common spaces, elevators, hallways, stairwells, or pathways through campus.
    - d. Furniture and equipment in University facilities must not be removed or rearranged without prior approval from the responsible unit.
    - e. [County Public Health](#) and [California Public Health](#) guidance restricting gatherings.
- E. All individuals must assist in the contact tracing process performed by County Public Health or University designated officials within UC Davis Health, Student Health and Counseling Services, Occupational Health Services, and Risk Management Services to identify other individuals who might have some degree of risk due to close contact with other COVID-19 positive individuals. Assistance obligations include responding immediately, fully, and truthfully to contact tracing inquiries from County or University officials, or their designees.
- F. Travel requirements
  1. Non-essential international travel to any country is prohibited. Registration for essential international travel review is required three weeks prior to departure. Travel restrictions and guidance will change over time. See [Section 300-32](#).
  2. Non-essential domestic travel is not recommended. Travelers must check the following websites for real-time information (see [Global Affairs website](#) for current guidance and travel requirements and the [Risk Management Services website](#) for additional travel information).

#### **IV. Non-Compliance and Enforcement**

Compliance will be implemented and monitored by the units responsible for each of the University facilities and/or activities.

- A. Non-Compliance
  1. A violation of this policy is conduct that threatens the health or safety of members of the campus community and constitutes a serious violation of University policies.
  2. All campus affiliates and non-affiliates entering or physically present on University property and facilities, or otherwise engaging in University business must follow directives to comply with this policy by University staff charged with implementing and monitoring compliance.
  3. Violators may receive a discretionary warning, but are subject to discipline under the policies applicable to unrepresented staff, collective bargaining agreements, the Faculty Code of Conduct, the student code of conduct policies contained in Policies Applying to Campus Activities, Organizations, and Students (PACAOS), and other relevant policies.

4. Student conduct that occurs off campus pursuant to [Section 101.00 of the University of California Policy on Student Conduct and Discipline](#) and [Section 102.27 of the UC Davis Policy on Student Conduct and Discipline](#) is applicable to this policy.
5. Sanctions for non-compliance may include the following:
  - a. Discipline for campus affiliates.
  - b. Non-affiliates may be subject to sanctions, including those for “committing an act that is likely to interfere with the peaceful conduct of activities” in accordance with [CCR, Title 5, section 100012](#).

**B. Enforcement:**

1. All vice chancellors, deans, and department and unit heads are responsible for enforcement of this policy.
2. The UC Davis Police Department and its police officers are not responsible for enforcement of this policy with respect to students, employees, and volunteers.

**V. Roles and Responsibilities**

**A. Vice chancellors, deans, and department and unit heads**

1. Ensure requirements are communicated to everyone within their areas of responsibility including campus affiliates and non-affiliates.
2. Assess the need for specific or enhanced requirements and ensure they are communicated and followed.
3. Monitor and resolve complaints and problems arising in their areas of jurisdiction.
4. Monitor for and maintain fair and equitable treatment of all campus affiliates and non-affiliates.
5. Comply with this policy and all other rules and regulations relative to the health and safety of the community at all times.

**B. Campus affiliates and non-affiliates**

1. Comply with this policy and all other rules and regulations relative to the health and safety of the community at all times.
2. Raise questions or concerns to their department leadership in advance of any circumstances that may impact the ability to comply with this policy.
3. Stay informed of policy changes, the obligations contained herein, and other campus information relative to the health and safety of the UC Davis campus community.
4. Demonstrate compliance with this policy and report violations or areas of concern to their department leadership.
5. Report positive test diagnosis and results to [ReportCovid@ucdavis.edu](mailto:ReportCovid@ucdavis.edu).
6. Participate in the screening processes.

**VI. Further Information**

- A. This section is subject to frequent change with the introduction of additional public health guidelines from local, state, and federal authorities.

- B. Policy changes will be communicated through the UC Davis Safety Services and Administrative Policy Manuals websites.
- C. Additional Information is available from [Safety Services](mailto:safetywebsite@ucdavis.edu); 530-752-1493; [safetywebsite@ucdavis.edu](mailto:safetywebsite@ucdavis.edu).
- D. Additional information and COVID-19 Frequently Asked Questions for students is available at <https://studentaffairs.ucdavis.edu/news/coronavirus-faqs#housing-dining>.
- E. Additional UC Davis coronavirus campus information and resources is available at <https://www.ucdavis.edu/coronavirus/>.

## VII. References and Related Policies

- A. Federal Laws and Regulations:
  - 1. [FEMA-4482-DR-CA California COVID-19 Pandemic](#).
  - 2. [CDC](#):
    - a. Interim Guidance for Administrators of US Institutions of Higher Education.
    - b. Guidance for Institution of Higher Education with Students Participating in International Travel or Study Abroad Programs.
    - c. Social Distancing Guidelines.
    - d. [Use of Face Coverings Guidelines](#).
    - e. [COVID-19 symptoms](#).
- B. State Laws and Regulations:
  - 1. California Code of Regulations (CCR):
    - a. [Title 5, section 100001.A](#).
    - b. [Title 5, section 100012](#).
  - 2. [CDPH Guidance for the Use of Face Coverings](#).
  - 3. [Executive Order N-25-20](#).
  - 4. [Executive Order N-33-20](#).
  - 5. [Yolo County Health & Human Services \[orders\]](#).
  - 6. [COVID-19 Industry Guidance: Institutions of Higher Education](#).
- C. UC Regents:
  - 1. [Principles for Responsible Operation of University Locations in Light of the SARS-CoV-2 Pandemic](#).
  - 2. [Standing Order 100.6: Duties of the Chancellors](#).
- D. Office of the President:
  - 1. [Management of Health, Safety and the Environment](#).
  - 2. [Executive Order](#): Paid Administrative Leave related to COVID-19 Guidelines/Resources.
  - 3. [Policies Applying to Campus Activities, Organizations, and Students \(PACAOS\)](#).
- E. UC Davis Policy and Procedure Manual:

1. [Section 270-20, Use and Reservation of University Properties/Event Arrangements.](#)
  2. [Section 300-10, General Travel Policy.](#)
  3. [Section 300-32, International Travel.](#)
  4. [Section 390-12, Change in Campus Operating Status.](#)
- F. UC Davis Health Administrative Policies and Procedures: [Management of Patients and Healthcare Personnel for the COVID-19 Pandemic.](#)
- G. UC Davis [Section 102.27 Policy on Student Conduct and Discipline.](#)
- H. [Academic Personnel Manual, Section 015, Faculty Code of Conduct and UCD-015, Procedures for Faculty Misconduct Allegations.](#)
- I. [Personnel Policies for Staff Members.](#)