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| SOU Logo Passenger Van Operation for COVID 19 |

**Office: EHS**

**Procedure Contact: Russell Deen**

**Related Policy or Policies: Environmental Health and Safety FAD.085**

# Revision History

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| **Revision Number:** | **Change:** | **Date:** |
|  | Initial Release | 7/13/2020 |
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## A. Purpose

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| SOU’s purpose is to ensure a healthy and safe environment for employees, visitors and students. To minimize the exposure of the COVID 19 virus the following procedure is in place for use when operating a university passenger vehicle. |

## B. Definitions

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| EHS (Environmental Health and Safety), FMP (Facilities Management and Planning), OHA (Oregon Health Authority) |

## C. Procedures

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| Per the OHA guidelines effective May 15, 2020, SOU’s passenger vans are required to:   * Maintain at least three (3) feet of physical distance between passengers. * Determine and post maximum occupancy for each van. * Post clear signs, in more than one language, (available at healthoregon.org/coronavirus) listing COVID-19 symptoms, asking riders with symptoms to stay home, and who to contact if they need assistance. * Mask and/or Face Coverings are required by all passengers and drivers. * Provide transit employees and passengers with at least 60-95% alcohol-based hand sanitizer. * Clean vans or buses frequently. * Conduct targeted cleanings every four (4) hours, with a focus on disinfecting frequently touched surfaces of the bus/train and at transit stations. |
| This procedure may be revised at any time without notice. All revisions supersede prior procedures and are effective immediately upon approval. |