



**Health Officer Directive No. 2020-22d (Exhibit B)**  
**Health and Safety Plan (issued 10/27/2020)**

Each Higher Education Program must complete, post onsite, and follow this Health and Safety Plan.

Check off all items below that apply and list other required information.

*Business/Entity name:*

*Contact name:*

*Facility Address:*

*Email / telephone:*

*(You may contact the person listed above with any questions or comments about this plan.)*

- Higher Education Program is familiar with and complies with all requirements set forth in Health Officer Directive No. 2020-22d, available at [www.sfdph.org/directives](http://www.sfdph.org/directives).
- If the facility or campus has been shut down for a prolonged period, take all necessary steps to ensure that water systems are safe before reopening.
- Reviewed and implemented applicable guidance regarding ventilation for all indoor areas used by the Higher Education Program.
- Added all required signage to entrances and employee break rooms.
- Designated a COVID-19 Liaison as required by the Directive.
- Prepared and implemented a campus-specific COVID-19 Prevention Plan.
- Posted the Prevention Plan and scheduled monthly evaluations of the Prevention Plan.
- Developed a plan and implemented daily COVID-19 symptom verifications for all Personnel and students on campus or engaged in in-person instruction.
- Developed and implemented a COVID-19 screening procedure for all persons arriving at the facility or campus.
- Developed and implemented a plan to promote healthy hygiene practices on campus.
- Developed and implemented a plan for routine, safe cleaning of spaces controlled by the Higher Education Program.
- Closed all non-essential shared spaces, such as game rooms and lounges.
- Reviewed and implemented all industry-specific guidance in the Directive and, where applicable, other applicable directives concerning transportation, cafeterias, eating establishments, congregate living, gyms, and shared laundry facilities.

**Additional Measures**

Explain: