

Risk Assessment Worksheet		1. Project/Incident/Work Activity: LPF COVID-19 Mitigation				2. Location: Los Padres National Forest						
3. Specific Objective: COVID-19 Mitigation		4. Name and Title of Preparer: Curt Schwarm, CA-LPF-DFMO / SOF1				5. Date Prepared: Sunday, May 17, 2020						
6. Risk Decision Authority: The risk decision authority block should be signed after the worksheet is completed. Use the Risk Decision Authority matrix to determine the authorization required to sign in block 6.												
Signature: JOHN SMITH Digitally signed by JOHN SMITH Date: 2020.06.03 08:41:30 -07'00'		Title: IMO Incident Commander				Date: Wednesday, June 3, 2020						
Identify Hazards		Assess Hazards			Risk Control Options			Residual Risk		Decision	Implement	
7. Task	8. Hazard	9. Hazard Probability	10. Severity / Consequence	11. RAC	12. Identify hazard mitigations & abatement measures			13. Hazard Probability	14. Severity / Consequence	15. RAC	16. Task Necessary?	17. Hazard Control Assigned to:
COVID-19 Communication	Employees Lacking COVID-19 Awareness	Likely	Moderate	High	<ul style="list-style-type: none"> It is the responsibility of Employees and Supervisors to be informed on COVID-19 direction. Stay current by reviewing LPF COVID-19 Mitigation IAP, COVID-19 e-binder and reviewing COVID-19 related e-mail. Seek clarity for any concerns/questions. 			Rare	Negligible	Low	YES	Incident Commander T3+ or Agency Administrator
Employee Personal Responsibility	General Contamination	Possible	Critical	High	<ul style="list-style-type: none"> Be mindful of self and others. Please communicate ill-being, whether physical or otherwise. Be responsible to personal hygiene, sanitation, distancing and face covering practices throughout the day. Re-assess self with the 4 screening questions. Wash hands frequently. Maintain 6' distancing minimum. When 6' distancing is not possible, wear CDC recommended face covering. Follow established protocols for cleaning and disinfecting of facilities and equipment/vehicles. Properly dispose of contaminated items and wash/disinfect non-disposable items. 			Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Employee Screening	Community Transmission	Possible	Critical	High	<ul style="list-style-type: none"> Conduct a wellness self-evaluation in the morning, prior to leaving your home. If you are sick, STAY HOME. Answer the 4 screening questions. If "Yes" to any, notify Supervisor or District Duty Chief, as appropriate. Follow Agency guidance to self-quarantine. Maintain communication with Supervisor during isolation period. If "No" to all questions, proceed as planned. Upon arrival to work immediately wash hands, take temperature if thermometer is available and maintain social distance of 6' minimum. If 6' distancing is not possible, wear cloth face covering. Maintain recommended COVID-19 PPE for those likely to respond (N-95 mask, eye protection, gloves). 			Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Employee Training And Onboarding	Exposure Potential	Possible	Critical	High	<ul style="list-style-type: none"> Follow adopted FMB Memo 20-001 Adjustments to Wildland Fire Preparedness Activities for the 2020 Fire Year in response to COVID-19 regarding Work Capacity Tests, Refresher Training and Medical Clearance. Follow the USDA Forest Service Hiring Manager's Guide to Onboarding During the COVID-19 National Emergency Reduce exposure by using opportunities/technology to conduct virtual training, admin., etc. 			Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Facilities Use	Facilities Contamination	Possible	Critical	High	<ul style="list-style-type: none"> Ensure decontamination supplies are available/ready for each facility being staffed. Facilities will need to be decontaminated at the beginning of each operational shift and, as appropriate. Consistently decontaminate after use of shared facilities and/or high use areas. If concurrently occupying space which doesn't allow for 6' distancing, wear cloth face covering. 			Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Field Operations – Work	Exposure Potential	Possible	Critical	High	<ul style="list-style-type: none"> Only engage in field work which is determined to be Essential Government Services. Reference Regional "Bulls Eye" graphic. Contact supervisor for any ?'s. Maintain situational awareness at all times in the field. Wear appropriate PPE, for the necessary field work and when COVID-19 exposure exists. Maintain social distancing of 6' minimum from other employees and Forest visitors. When 6' distancing is not possible, evaluate the Risk vs. Gain of proposed activity. Especially as it relates to your personal risk for COVID-19 (i.e. age, underlying health conditions, etc.). If activity is warranted, the CDC recommends non-medical cloth face covering to help prevent transmission from asymptomatic or pre-symptomatic carriers of the Coronavirus. 			Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Field Operations - Public Contact	Exposure Potential	Likely	Critical	Extremely High	<ul style="list-style-type: none"> Avoid public interaction, if possible. During necessary public contact, maintain a professional demeanor and be prepared with information regarding closures, etc. Recognize that the public may exhibit signs of stress and frustration. De-escalate and disengage contact with such individuals if/when conditions warrant. Your personal safety is of the highest priority. In case of an emergency, notify LPCC ASAP. Refer to eBinder Engage with an Angry Visitor. Maintain 6' minimum separation from any member of the public, unless responding to an emergency where proximal contact is required. In such cases, responders should place themselves upwind to patient if possible or ventilate area. Limit attending personnel. In emergency situations, conduct initial patient assessment at a distance of greater than 6'. If flu/cold like symptoms are present, personnel should immediately don appropriate PPE. If no obvious symptoms, ask the 4 questions while maintaining 6' distancing. A reply of "yes" to any of the 4 questions, will require PPE for responders attending to the patient. Decontaminate personnel and equipment immediately following emergency response. Ensure the emergency incident and/or public contact is documented on ICS-214 Unit Log. In the event of a potential exposure, isolate employee and advise direct Supervisor and/or District Duty Officer who will follow guidance provided in the Region 5 Pacific Southwest Region COVID-19 Response Action Process and LPNF COVID-19 Playbook 			Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator

Front Desk Operations	Exposure Potential	Possible	Critical	High	<ul style="list-style-type: none"> Maximize the use of telework or altered work schedules. Practice appropriate personal protective measures (hand washing techniques, respiratory etiquette, etc.). Screen individuals from the public for potential exposure to COVID-19. Be familiar with signs and symptoms of COVID-19. Consider "no face covering, no service" guideline. Limit access and/or provide customer service and staffing telephonically for information about Forest operations. Schedule appointments to limit the number of people in close proximity. If in person, limit the number of personnel in close proximity. Implement social distancing 6' measures for Front Desk Area. Consider having Visitors wait outside the lobby until it is their turn. Also, if possible, consider conducting visitor related business in an area just outside of the office. Clean and/or disinfect all "high touch" surfaces often. Employees in high-risk categories will not be tasked with in-person contact with public (issuing Forest product permits, etc.). 	Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
General Office Work	Exposure Potential	Possible	Critical	High	<ul style="list-style-type: none"> Maximize the use of telework or altered work schedules. Practice appropriate personal protective measures (hand washing techniques, face coverings, respiratory etiquette, etc.). Clean and/or disinfect all "high touch" surfaces often. Maintain 6' distancing. When not possible, assess personal Risk vs. Gain, wear CDC recommended face coverings and limit the number of personnel in close proximity. Be particularly mindful in high use areas, such as printer locations, break rooms, restrooms, conference areas and passing through the hallways where interaction is likely to occur. Limit access and/or provide customer service and staffing telephonically for information about Forest operations. Schedule appointments to limit the number of people in close proximity. 	Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Personal Gear Use	Personal Gear Contamination	Possible	Critical	High	<ul style="list-style-type: none"> Keep personal gear clean and sanitary. Keep personal gear away from others' in order to prevent cross contamination. For shared vehicles, only store personal gear on/in vehicle when actively operating. After each vehicle use / emergency response, remove personal gear and decontaminate. 	Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Restroom Cleaning 1 of 3	Exposure Potential	Possible	Critical	High	<ul style="list-style-type: none"> Units should consider closing a recreational facility if the facility has significant or minimal use or cannot be cleaned in accordance with the guidance in this tech tip. Prior to entering facility put on required PPE. Sanitize the door handle prior to opening the door. Open door and let stand open for 10 minutes before entering, keep door open while cleaning. <p><u>Personal protective equipment (PPE) guidance includes:</u></p> <ul style="list-style-type: none"> Nitrile or vinyl disposable gloves. Consider wearing two pair – remove one pair before removing the balance of your PPE and keep the other pair on until you are ready to wash your hands. Gowns or Tyvek suit. If unavailable, wear multiple layers of washable clothing. Layered clothing should have buttons or zippers for easy removal. Clothing that can be removed only by pulling it over the head should be avoided. Goggles or splash-resistant safety glasses. If available, wear face shield. Any other PPE recommended on the safety data sheet (SDS) of any product they use. 	Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Restroom Cleaning 2 of 3	Exposure Potential	Possible	Critical	High	<p><u>Follow these steps for cleaning and disinfecting recreational facilities:</u></p> <ul style="list-style-type: none"> Use a detergent or soap and water to clean dirty surfaces before disinfecting them. Use a disinfectant, such as a diluted household bleach solution, an alcohol solution with at least 70% alcohol, or a common U.S. Environmental Protection Agency (EPA)-registered household disinfectant. Ensure all "secondary" containers/sprayers have OSHA-required labeling. Use a diluted household bleach solution only if appropriate for the surface. Follow the manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. <p>Prepare a bleach solution by mixing:</p> <ul style="list-style-type: none"> 5 tablespoons (1/3 cup) of bleach per gallon of water or 4 teaspoons of bleach per quart of water Wet a cloth with the solution and wipe down light switches, paper towel dispenser, hand air dryer, door handles, lock knobs, wastebasket top and edges, toilet stall door handles, hooks, knobs, and all other commonly touched surfaces. Let bleach solutions air dry completely. If using a commercial disinfectant, follow the application directions. 	Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Restroom Cleaning 3 of 3	Exposure Potential	Possible	Critical	High	<p><u>After cleaning, staff members should:</u></p> <ul style="list-style-type: none"> Remove PPE carefully to avoid personal contamination or contamination of the surrounding area. Remove the outer layer of clothing before getting into a vehicle. Remove the gown or layered clothing so that the contaminated outer surface ends up on the inside of the bundle to be thrown away, safely stored, or contained. Remove gloves and immediately wash hands with soap and water for 20 seconds or use a hand sanitizer containing at least 60% alcohol. Report breaches in PPE (e.g., tear in gloves) or any potential exposures to their supervisor. 	Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator
Sanitization	Bleach Disinfectants	Likely	Critical	Extremely High	<ul style="list-style-type: none"> Wear disposable gloves when cleaning and disinfecting surfaces. Clean hands immediately after removal of gloves. The CDC recommends adding 5 tablespoons (1/3) cup of unexpired household bleach to one gallon of water OR 4 teaspoons bleach added to one quart of water. Ensure labeling. Ensure a contact time of 1 minute and allow for proper ventilation during and after application. Wait until surface completely dries prior to use. Do not mix any additional products together, especially ammonia. Review <i>R-5 Fleet Operational Guidance</i> for appropriate cleaners and disinfectants for vehicle use. Bleach is not recommended. 	Likely	Negligible	Moderate	YES	Incident Commander T3+ or Agency Administrator
Sharing Quarters	Exposure Potential	Possible	Critical	High	<ul style="list-style-type: none"> Follow <i>R-5 Operational Guidance for Shared Quarters and Emergency Housing in Response to the COVID-19 Pandemic</i>. Adhere to <i>R-5 Guidance for Use and Management of Forest Service Quarters During the COVID-19 Outbreak (Best Practices Guide)</i> Quarters will be limited to no more than 10 employees, with no more than one person per room. Seek opportunities to align quarters assignments with crew membership. Prioritize employees performing mission essential work. Restrict quarters access to occupants only. Maintain 6' distancing. When not possible, use CDC recommended face coverings. Consider using face coverings in all shared areas of quarters, regardless if others are concurrently occupying space to reduce transmission from potential asymptomatic or presymptomatic personnel. 	Unlikely	Critical	Moderate	YES	Incident Commander T3+ or Agency Administrator