# UW Registered Student Organization covid-19 Prevention Plan Agreement (RSO CPP) - Seattle Campus

***By signing this agreement, I understand the required elements in this COVID-19 Prevention Plan Agreement and will ensure that measures are in place to meet all required elements during RSO in-person activities.***

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| --- |
| RSO Name: |
| RSO COVID-19 Coordinator Name: Date: Email: |
| RSO President Name: Date: Email: |

The UW Registered Student Organization COVID-19 Prevention Plan Agreement (RSO CPP) helps protect the health and safety of UW students by reducing the potential for COVID-19 transmission during RSO activities.

**Each RSO** planning to **have *any* in-person activity** at a **UW location must commit to these mandatory requirements:**

1. [Vaccination](#_1._Vaccination)
2. [Symptom monitoring, illness reporting and response](#_B._PROCEDURES_FOR)
3. [Practicing good hygiene](#_C._PRACTICE_GOOD)
4. [Cleaning shared surfaces](#_D._CLEAN_AND)
5. [Wearing face coverings](#_E._PERSONAL_PROTECTIVE)
6. [Communication](#comms)

Also consider the following requirements when planning in-person activities.

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| **Activity locations** | **Equipment used for activities** |
| UW units and UW buildings / venues where activities take place have their own CPP requirements for space use.  Contact the applicable unit (e.g., department, school, college) and [Building Coordinator](https://facilities.uw.edu/bldgcoord) for the space to make sure your activities meet their CPP requirements. | UW units or buildings may have CPPs with specific procedures for equipment use.  Contact the applicable UW unit and [Building Coordinator](https://facilities.uw.edu/bldgcoord) for the space to make sure your activities meet their CPP requirements. |

In addition to this RSO CPP Agreement, in-person events requiring reservation of space at a UW location must also follow separate [University events guidelines](https://www.ehs.washington.edu/resource/covid-19-prevention-guidelines-person-events-updated-2521-1031).

You may consult with the specific facility manager when making reservations and the Student Activities Office (SAO) ([sao@uw.edu](mailto:sao@uw.edu)) if you have questions about planning in-person activities.

RSOs may also consult with their RSO faculty/staff/department advisor on how required elements will be met during in-person activities. The advisor does not need to sign off on COVID-prevention measures or be present during in-person activities.

Contact UW EH&S ([ehsdept@uw.edu](mailto:ehsdept@uw.edu); 206.543.7262) for consultation if you have questions about activity safety or if you think your planned activity requires alternative strategies or personal protective equipment in addition to face coverings.In the interest of health and safety, in certain situations alternative strategies may be considered upon review by: (1) the RSO faculty/staff/department advisor; and (2) UW EH&S. If alternative strategies are accepted, member training on these strategies must be documented.

# Review and Sign-off oF On the Agreement

RSOs must designate a **student** **COVID-19 coordinator** to ensure all required elements described in the RSO CPP are followed during in-person activities. The COVID-19 coordinator must review and sign off on the required elements in this agreement. The COVID-19 coordinator (or designee) must keep a copy of the plan and be present and able to respond to questions/issues during RSO in-person activities.

The RSO, in coordination with the facility manager, should determine and implement “next steps” actions for members who refuse to comply with CPP required elements.

# Submit your SIGNED Agreement

**Submit a copy of this signed RSO CPP to the Student Activities Office (SAO) (**[**sao@uw.edu**](mailto:sao@uw.edu)**) to document adherence to the University’s requirements prior to the start of in-person activities.**

## 1. Vaccination

The best way to prevent COVID-19 illness in ourselves and prevent spreading it to others is to get vaccinated against COVID-19**. All students (even those in fully online programs) are required to be fully vaccinated against COVID-19 unless a UW-documented medical or religious exemption is approved.** It is not appropriate for members to ask UW personnel or students their vaccination status. Required vaccine verification related to [events](https://www.ehs.washington.edu/resource/covid-19-prevention-guidelines-person-events-updated-83121-1031) and specific venues will be conducted under separate [guidance](https://www.ehs.washington.edu/system/files/resources/vaccine-requirement-in-person-event.pdf). Recommended measures RSOs can take to support vaccination include:

☐ Communicate [UW vaccination policy](https://www.washington.edu/coronavirus/vaccination-requirement/#who) requirements for students during meetings and at and in email reminders.

*I have read and understand the above requirement, and our RSO has implemented measures to support it during our in-person activities.*

***RSO COVID-19 coordinator initials: \_\_\_\_\_\_\_\_***

***RSO president initials: \_\_\_\_\_\_***

## **2.** **SYMPTOM MONITORING, ILLNESS REPORTING, AND RESPONSE**

**RSOs must prevent ill members from attending in-person activities or entering UW locations.** Members should watch for COVID-19 symptoms, stay home if symptomatic and get tested for COVID-19, and report to the University if they have tested positive for COVID-19 or have had a close contact with a COVID-positive person.Recommended measures include:

**Symptom monitoring**

☐ Ensure members understand their responsibilities under the [Husky PACK Pledge](https://www.washington.edu/coronavirus/pack-pledge/).

☐ Allow members to opt-out of in-person attendance if they cannot meet the responsibilities of the [Husky PACK Pledge](https://www.washington.edu/coronavirus/pack-pledge/).

☐ Ensure members recognize symptoms of [COVID-19 infection](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) and have reviewed the FAQ “[*What do I do if I feel sick?”*](https://www.washington.edu/coronavirus/student-faq/#feelsick)

☐ Require members who are ill or even mildly symptomatic to stay (or go) home, even if they have been vaccinated against COVID-19.

☐ Encourage members to enroll in the [Husky Coronavirus Testing](https://www.washington.edu/coronavirus/testing/) program and read the FAQ “[*I want to get tested for COVID-19. Where can I go?”*](https://www.washington.edu/coronavirus/student-faq/#testloc) Self-isolate at home until your test results are received.

**Reporting Confirmed or Suspected COVID-19 and UW Case Response**

☐ Educate members that if they have **confirmed COVID-19** they should stay home and contact the [UW COVID-19 Response and Prevention Team](https://www.ehs.washington.edu/covid-19-case-response) at [covidehc@uw.edu](mailto:covidehc@uw.edu) or 206.616.3344 for public health guidance.

☐ Educate members who have had known **close contact** with someone with COVID-19 to contact the [UW COVID-19 Response and Prevention Team](https://www.ehs.washington.edu/covid-19-case-response) for public health guidance. Close contacts should stay home if unvaccinated or symptomatic.

☐ Encourage members to download and activate the [Washington Exposure Notifications –WA Notify](https://www.doh.wa.gov/Emergencies/COVID19/WANotify) mobile app, which will anonymously alert users if they may have been exposed (e.g. potential close contact) to a COVID-19 positive person.

☐ Educate members on the case response [steps](https://www.ehs.washington.edu/covid-19-prevention-and-response/covid-19-case-response) the University takes to maintain the health and safety of the community. The identity of individuals with COVID-19 and their close contacts is not publicly disclosed.

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## **3. PRACTICING GOOD HYGIENE**

**RSOs must encourage members to reduce potential for COVID-19 transmission by practicing good hygiene**. The most reliable way to prevent infection from surfaces is the regularly wash hands with soap and water.

☐ Encourage members to frequently wash hands with soap and water for at least 20 seconds, where possible. Choose activity locations where this is possible.

☐ If water is not available, use hand sanitizer with at least 60% alcohol content. RSOs are encouraged to keep hand sanitizer available at activity locations where hand washing is not possible.

☐ Encourage members to avoid touching their face with unwashed hands and avoid physical contact with others (e.g., no hugs or handshakes).

☐ Require members to cover mouth/nose with a tissue or their elbow when coughing or sneezing, and immediately dispose of the used tissue.

☐ Remind members of [key moments](https://www.cdc.gov/handwashing/when-how-handwashing.html) to wash or sanitize hands:

* **Before**, during, and **after** preparing food and **before** eating food
* **Before** touching your face
* **Before** and **after** caring for someone at home who is sick
* **Before** and **after** treating a cut or wound
* **Before** exiting a laboratory
* **After** using the toilet
* **After** contact with high touch surfaces (e.g., elevators, doorknobs) or shared equipment
* **After** blowing your nose, coughing, or sneezing
* **After** removing gloves or other personal protective equipment.
* **After** touching an animal or animal waste
* **After** touching garbage.

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## **4. CLEANING SHARED SURFACES**

**RSOs must implement regular cleaning (and disinfection, as needed) for surfaces and items that are shared during activities.** Cleaning of surfaces is different from disinfection and usually precedes disinfection, if needed.In most situations, the risk of COVID-19 infection from touching a surface is low. Cleaning of shared items, equipment, surfaces should be done between uses, and when visibly dirty. Disinfecting (e.g., with single use disinfectant wipes) can be done as a secondary step on shared surfaces.

**UW buildings/venues that clubs may use, and departments/units with specialized equipment may have specific user cleaning and disinfection requirements that clubs must abide by for use – clubs should confirm these requirements.** General measures to limit COVID-19 surface transmission include:

☐ Identify shared items and equipment used during activities and for which the club is responsible to properly clean between uses. The club ensures they have supplies available to adequately clean shared items between uses.

☐ Follow **all product manufacturer’s instructions** when using cleaning or disinfectant products. Don’t use disinfectant gels or liquids on electronics or sensitive equipment, unless indicated as safe to use on those devices.

☐ Check out the EH&S COVID-19 Cleaning and Disinfection Protocol **Appendix Table 1** for **user recommended cleaning or disinfection frequencies** in different areas and how to safely use cleaning and disinfection products.

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## **5.** **WEARING FACE COVERINGS**

Graphical user interface, text, application, chat or text message

Description automatically generated**Face coverings (masks)** **protect yourself and others**. **All individuals (personnel, students, visitors) at a UW location, must adhere to the** [**UW COVID-19 Face Covering Policy**](https://www.ehs.washington.edu/covid-19-prevention-and-response/face-covering-requirements?_ga=2.61512620.1831277918.1629735460-1061537582.1600123495)**.**

☐ Ensure that members read and follow UW [Face Covering Requirements](https://www.ehs.washington.edu/covid-19-prevention-and-response/face-covering-requirements)

☐ Share this [face covering focus sheet](https://www.ehs.washington.edu/system/files/resources/facemasks-focus-sheet.pdf) to help members determine appropriate face coverings, when they are required to be worn at the UW, how to wear them, and when they can be removed.

☐ Have extra face coverings available at in-person activities.

☐ For in-person activities happening in buildings that allow eating and drinking, face coverings may be removed for active eating and drinking in [appropriate places](https://www.ehs.washington.edu/system/files/resources/eating-space-guidance.pdf). Implement [COVID-19 safety practices while eating or drinking](https://www.ehs.washington.edu/system/files/resources/eating-space-guidance.pdf). Club potlucks and food sharing are not encouraged during periods of higher COVID-19 transmission in the community. Verify eating and drinking rules with building coordinators when making space reservations.

☐ Build in short duration break times so people can take their meal and unmask to eat/drink where they feel comfortable and in appropriate places.

Face coverings are *strongly recommended* to be worn outdoors, regardless of vaccination status, when in crowded settings and when there is a decreased ability to physically distance from others.

Physical distancing *is recommended* for all individuals while indoors at a University location, especially in crowded settings, in areas that are not well ventilated, and when actively [eating and drinking](https://www.ehs.washington.edu/system/files/resources/eating-space-guidance.pdf).

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## **6. COMMUNICATION**

**RSOs must communicate to members about COVID-19 prevention.**

☐ Communicate RSO procedures to meet CPP-required elements to members attending in-person activities.

☐ Share UW links about COVID-19: [UW COVID-19](https://www.washington.edu/coronavirus/): facts and resources and [Frequently Asked Questions](https://www.washington.edu/coronavirus/faq/#health).

☐ Cover COVID-19 safety information in meetings.

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# Use Multiple Prevention Measures

Layering measures of personal protection (e.g., wearing facemasks, getting vaccinated, good hand hygiene), elimination (e.g., regular cleaning of shared items), engineering (e.g., increasing fresh-air flow indoors), and administrative measures (e.g., staying home when sick, physical distancing) best protects you, RSO members, and the UW community.

# Novel Coronavirus (COVID-19) Resources

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| University of Washington W | [UW Novel coronavirus & COVID-19: facts and resources](https://www.washington.edu/coronavirus/) |
| CDC logo | [CDC Coronavirus (COVID-19)](https://www.cdc.gov/coronavirus/2019-ncov/index.html) |
| EPA logo | [EPA Disinfectants for Use Against SARS-CoV-2](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2) |
|  | [Washington Ready Proclamation](hhttps://www.governor.wa.gov/sites/default/files/proclamations/proc_20-25.17.pdf)  [Washington State Higher Education Proclamation](https://www.governor.wa.gov/sites/default/files/proclamations/proc_20-12.5.pdf) |
| Washington State Dept of Health logo | [WA DOH – COVID-19](https://www.doh.wa.gov/emergencies/coronavirus)  [WA Notify – Washington Exposure Notifications](https://www.doh.wa.gov/Emergencies/COVID19/WANotify) |

Please contact EH&S at ehsdept@uw.edu ￜ 206.543.7262 with questions or for assistance.

Concerns about COVID-19 safety can be reported anonymously to EH&S via an [online form](https://www.ehs.washington.edu/report-concern).

**This document will be updated periodically to incorporate public health guidance changes.**