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LANL COVID-19 Risk and Exposure Control Measures for On-Site Work Activities

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LANL

LANL COVID-19 Risk and Exposure Control Measures for On-Site Work Activities

1.0 PURPOSE

Los Alamos National Laboratory (LANL, or the Laboratory) has implemented risk evaluation and control measures designed to ensure safe performance of all on-site work activities considering the potential impacts of COVID-19. This document provides the framework to empower managers and staff to work safely while ensuring 100% effective operations.

For additional information on COVID-19 and the tools to fight it, please see the employee [COVID-19 Tool Kit](#).

Throughout this document, the use of “shall” or “must” denotes a Laboratory requirement and is mandatory while the use of “should” or “recommended” is guidance.

2.0 AUTHORITY AND APPLICABILITY

2.1 Authority

- Issuing Authority (IA): Laboratory Director (DIR)
- Responsible Office (RO): Laboratory Director’s Office (LDO)

2.2 Applicability

This document applies to all Triad employees (full-time employees, part-time employees, students, post docs, Laboratory associates) and guest scientists. It also applies to on-site subcontractor personnel and lower-tier subcontractor personnel in accordance with their contract.

3.0 STRATEGY

The initial emergence and spread of COVID-19 drove the need to apply specific COVID-19 safety protocols for on-site work. Given public health predictions that COVID-19 will remain in the community at varying levels for some time to come, the Laboratory will continue with a sustainable approach to protecting worker health and safety.

4.0 COVID-19 SAFETY PROTOCOLS – EXPECTATIONS FOR ON-SITE WORK

4.1 COVID-19 Vaccinations

Triad employees, students, and guest scientists are mandated to be vaccinated for COVID-19 unless they have an approved medical or religious exemption.

Note: Staying up to date with boosters is encouraged for all on-site workers.

Triad employees on change-of-station must be also vaccinated; those outside of the United States must obtain a World Health Organization approved vaccine.

Employees on extended absence (e.g., long-term medical, maternity, parental, etc.) are exempted; however, they must be vaccinated prior to returning to active status.

4.1.1 **Approved Medical and Religious Exemption Protocols**

Protocols for religious exemptions currently are paused, but may be reestablished as circumstances warrant. Those with approved medical exemptions must follow the directions of Occupational Medicine.

4.2 **On-site Work Activities**

The Laboratory is currently under normal operations and exercising [P554, Work Locations](#). Based on the evolving COVID-19 situation, work activities on-site can be scaled either up or down, as necessary.

4.3 **Briefings**

As a pre-requisite to performing work or coming on-site, all new Triad employees, subcontractors, and visitors, should review the COVID-19 Briefing, available on the [COVID-19 Hub](#).

4.4 **Work Controls**

Regularly wipe down shared surfaces. Hand sanitizer manufactured in accordance with U.S. Food and Drug Administration (FDA) requirements must be available at building entrances and throughout workspaces. Disinfectants should be available as needed, e.g., when the space is occupied by people at increased risk for severe illness from COVID-19. Cleaning and disinfecting supplies include soap, detergents, water, and paper towels. Cleaning materials and disinfectants may be obtained from the TA 60-2 warehouse, by working through the FOD, or ordered on a P-Card.

Other work controls will vary depending on Los Alamos County CDC Community Level designations. See Attachment A, *COVID Work Controls by CDC Community Level*. All individuals should observe the following guidelines:

- Wash hands often with soap and water for at least 20 seconds when returning to work, before eating or drinking, before and after using the bathroom, and before leaving the job site.
- Wash hands before donning protective gloves and other PPE (if required for the activity) and after removing PPE. If soap and water are not available, use a hand sanitizer containing at least 60% alcohol, and wash hands as soon as possible.
- Avoid touching their face. If you must touch your face to don PPE, wash hands first. Ensure that PPE that touches the face (safety glasses, respirator, etc.) has been sanitized with soap and water or disinfectant before donning the PPE.
- Make and maintain improvements to indoor ventilation and air filtration to the maximum extent feasible.

4.5 **Face Mask Use**

Individuals who are identified as having had a close contact exposure, who have COVID-like symptoms, or who test positive for COVID-19 must wear a high-quality mask (e.g., an N-95) as defined by the CDC in accordance with CDC [Isolation Guidance](#).

When the Los Alamos CDC Community Level is high, masks are required for all individuals working on-site in all Laboratory locations, including those in Los Alamos, Santa Fe, Carlsbad, and elsewhere in New Mexico regardless of vaccination status. Exceptions are noted below.

Note: Employees may choose to wear a face mask, even if not required.

When an employee is required to wear a face mask, the following requirements must be observed:

- **Acceptable masks**, in order of understood efficacy, are NIOSH-approved N95s, KN95s that meet marking requirements of GB2626-2006 or GB2626-2019, three-layered disposable masks (sometimes referred to as procedure masks, surgical masks or medical procedure masks), and cloth face masks.
- **Unacceptable masks** include neck gaiters and bandannas.
- See [Types of Masks and Respirators](#) for further information.

When masks are required, exceptions to the face mask requirement are as follows:

- When alone in an individual office (with floor to ceiling walls and a closed door) or alone in a vehicle.
- When actively eating or drinking.
- When engaging in smoking activities (activities must be in compliance with [P909, Smoking and Smokeless Tobacco](#)).

Face masks are not required to be worn when:

- Respiratory protection is worn for other hazards.
- There is a potential for heat stress in a work activity, during hot work where the face mask presents a fire hazard, or when an arc hazard exists in a work activity, as determined by an industrial hygienist. Necessary respiratory protection for other hazards associated with the work will be identified by the IH and health physicist in work control documents.

Note: Individuals must remove their face mask temporarily if a Laboratory Security Officer requests them to do so.

5.0 ON-SITE VISITORS

Before visitors come on-site, the sponsor or host should brief the visitors on the COVID-19 policy (see Section 4.3) and current masking requirements based on community level.

Note: On-site federal employees and federal contractors and subcontractors, must follow the requirements of their department.

6.0 TRAVEL

All Triad employees who go on work-related travel must review and adhere to [CDC Guidelines](#) before, during, and after travel, particularly relating to mask use and testing.

Triad employees who experience COVID-19 symptoms while on travel shall isolate from others and obtain a COVID-19 viral test as soon as possible. If COVID-19 symptoms worsen, employees should seek guidance from a local urgent care facility. When the employee returns from travel, their return to work on-site must be coordinated through their line manager. For further guidance on what to do if experiencing COVID-19 symptoms while on travel, see the [COVID-19 Hub](#).

Employees who go on work-related international travel must have approval from their Division Leader and:

1. Have up-to-date vaccinations, which includes completion of an initial mRNA vaccination series (e.g., Pfizer or Moderna) or viral vector vaccination series (e.g., Johnson & Johnson) and receipt of all recommended vaccine boosters, as deemed eligible by the CDC;

OR

2. Otherwise be considered up to date on their vaccinations, by being vaccinated and following all booster recommendations in accordance with the [CDC](#) guidance for "[People who received COVID-19 vaccine outside the United States.](#)"

7.0 EMPLOYEES WITH CONFIRMED COVID-19, COVID-19-LIKE SYMPTOMS, AND CLOSE CONTACT EXPOSURES

All individuals known to be exposed to COVID-19 must wear a high-quality mask or respirator (such as an N95), take other post-exposure precautions, and watch for symptoms for 10 full days after exposure, consistent with CDC guidance. Individuals exposed to COVID-19 should be tested at least 5 full days (ideally, on or after day 6) after their last exposure.

Staying home when sick, even if not COVID-19, is the best way to protect other employees from unnecessary illness. Employees should do a quick health assessment every day before they work on-site. If an employee has any COVID-like symptoms, tests positive for COVID-19, or has a known close contact exposure to someone confirmed to have COVID-19, then they must follow the isolation and masking guidance provided by the [CDC](#).

Employees shall notify their line manager of any testing, masking, quarantine, or isolation requirements in accordance with the relevant CDC guidance.

COVID-19 symptoms include the following:

- fever or chills;
- cough;
- shortness of breath or difficulty breathing;
- fatigue;
- muscle or body aches;
- headache;
- new loss of taste or smell;
- sore throat;
- congestion or runny nose; or
- nausea, vomiting, or diarrhea.

The CDC has a helpful Coronavirus Self-Checker tool <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html> that can provide additional guidance regarding symptoms.

If an employee obtains a positive viral test, they should notify their responsible line manager and any known close contact exposures. Guidance on how to notify close contact exposures can be found here: <https://tellyourcontacts.org/>.

Employees must return to work through Occupational Medicine if:

- They isolate due to illness and are unable to perform any official work for 5 or more consecutive days (if an employee performs some remote work during their isolation they do not need to return to work through Occupational Medicine).
- They have concerns about their ability to work safely due to lingering symptoms.

Employees do not need to return to work through Occupational Medicine if they quarantine for five or more consecutive days and are not symptomatic.

Note: Individuals who receive antiviral therapy with Paxlovid may experience rebound COVID. If an employee receives Paxlovid and then has a recurrence or worsening of their symptom and or tests positive after having tested negative, they should restart their isolation and isolate again for at least five (5) days and wear a mask around others for a total of ten (10) full days after rebound symptoms started.

Note: Individuals who did not receive Paxlovid but experience recurrent symptoms after recovery should reach out to their community healthcare provider for recommendations on evaluation, treatment, and isolation.

8.0 COVID-19 TESTING

Employees shall follow CDC guidance on COVID-19 viral testing. The most commonly available viral tests are RT-PCR tests and antigen tests. Antibody tests indicate if a person has had a past infection or vaccination and are not recommended for use in the determination of current infection.

Employees should seek viral testing if they have COVID-like symptoms at least five days after a close contact exposure to someone with COVID-19, and they should consider testing before and after travel.

Nucleic Acid Amplification Tests (NAAT) are the gold standard for the diagnosis of current infection. The most common NAAT is the RT-PCR. While in-home kits are available, these tests are most often collected outside of the home and analyzed in a laboratory. Because they look for fragments of genetic material, RT-PCR tests can remain positive for up to ninety (90) days after infection.

Rapid antigen tests are most often used for in-home testing. They are quite accurate when the test result is positive. However, negative results should be verified with an RT-PCR test, particularly when used for testing asymptomatic people. If unable to obtain an RT-PCR test, negative results should be verified with a second antigen test at least twenty-four (24) hours after the first test was collected. Because antigen tests look for pieces of live virus, they do not remain positive for an extended period after infection.

The CDC offers an interactive Viral Testing Tool designed to help you understand when you should test and where to find tests <https://www.cdc.gov/coronavirus/2019-ncov/testing/viral-testing-tool.html>.

9.0 EXCEPTIONS OR DEVIATIONS TO CONTROLS OR REQUIREMENTS

The Laboratory Leadership Team is responsible for reviewing all work activities and controls to ensure that activities can be safely and effectively performed in accordance with COVID-19 Safety Protocols. This includes reviewing associated requirements to identify conflicts between or among policies or where implementing a requirement could have a significant negative impact on the Laboratory's ability to safely perform on-site work activities.

10.0 DEFINITIONS

The term "**vaccinated**" throughout this policy means that it has been 14 days or more since an individual received their primary series of COVID-19 vaccines.

The term “**up-to-date vaccinations**” throughout this policy means the individual has received all doses in the primary series and all boosters recommended for them when they are eligible. The individual is up to date as soon as they receive their booster; they do not need to wait 14 days afterward to be up to date. Booster eligibility can be found here:

<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/booster-shot.html#when-you-can-get-booster>.

The term “**close contact**” throughout this policy means that an individual has been less than 6 feet away from an infected person (laboratory-confirmed or a clinical diagnosis) for a total of 15 minutes or more over a 24-hour period.

The term “**viral test**” means reverse transcriptase polymerase chain reaction (RT-PCR) tests and antigen tests.

11.0 RESPONSIBILITIES

11.1 Laboratory Director

- Establishes this document and holds the Laboratory Leadership Team accountable for implementation.
- Works with DOE/NNSA as appropriate to declare changes in overall Laboratory operational status.

11.2 Laboratory Directors Office (LDO)

- Sponsors, oversees, and determines overall mission critical and operations functions using guidance and requirements provided by DOE/NNSA.
- Serves as the work risk-acceptance body on behalf of the Laboratory.
- Coordinates identification and management of cross-organization needs and resources.
- Approves temporary deviations from or exemptions to existing requirements and controls.

11.3 Associate Laboratory Directors (ALDs)

- Ensure that management, supervisors, and staff within their directorates are aware of, and adhere to, this document.
- Identify and obtain necessary approval from the LDO and DOE/NNSA for temporary deviations from or exemptions to existing requirements and controls and provide substantially equivalent interim compensatory measures to ensure safe and effective performance of work activities in accordance with COVID-19 Safety Protocols.

11.4 Medical Director

- Provides medical and public health consultation on Laboratory-wide work practice safety requirements for the minimizing spread of exposure.
- Provides medical and public health oversight for the workplace response to close contact exposures, COVID-like symptoms, and confirmed COVID-19 cases.
- Reviews and makes final determinations for medical exemption requests.

11.5 Biological Safety Officer

- Provides evaluations of work practices where a concern for COVID-19 exists.

- Conducts workplace walk-downs of work activities, as required, when the COVID-19 Safety Protocols cannot be implemented.
- Provides oversight and guidance to Industrial Hygienists that evaluate work practices and conduct workplace walk-downs where concerns for COVID-19 exists.

11.6 Emergency Management Division

- Provides all hazards incident management and coordination at the Laboratory to include the overall response to COVID-19 related incidents in accordance with [EMD-PLAN-100](#), LANL *All-Hazards Emergency Management Plan*; [EMD-PLAN-600](#), *Los Alamos Continuity of Operations Plan*; and [SEO-COOP-001](#), *LANL/NA-LA Infectious Disease/Pandemic Plan*.

11.7 Human Resources Division

- Manages the religious exemption process.

11.8 Responsible Line Managers

- Ensure that staff within their organization are aware of, and adhere to, this document.
- Refer staff members to Laboratory and CDC guidance for travel, vaccine, testing, masking, quarantine, isolation, and other relevant COVID-19 guidance.
- Review CDC Isolation guidance with their employee and monitor for compliance.
- Refer any employee who is not compliant with using the CDC Isolation Guidance, or with following the guidance to HR/ER.
- Promote a culture that encourages employees to monitor their health daily; report exposures, COVID-like symptoms, and positive tests; and follow CDC guidance.
- Coordinate project requirements, assignments, and remote work when staff are not available to work on-site.

11.9 LANL Workers

- Adhere to all COVID-19 Safety Protocols and requirements of this policy in the performance of on-site work activities.
- Check the LANL website on a regular basis for updates and be aware of the current CDC Community Level for Los Alamos County posted on the LANL COVID Hub:
 - Follow current COVID-19 CDC guidance available on the CDC website;
 - Monitor their health daily before coming on-site;
 - Follow the CDC isolation, testing, and masking guidance for any close contact exposures, symptoms of COVID-19 or positive COVID-19 tests;
- Notify their line manager of any testing, masking, quarantine, or isolation guidance resulting from the CDC.
- Follow CDC COVID-19 travel guidance regarding precautions to take on work-related travel, and when not to travel when using public transportation.

11.10 LANL Subcontractors and Visitors

- Adhere to all COVID-19 Safety Protocols and requirements of this policy in the performance of on-site work activities.

11.11 Facility Operations Directors

- Provide custodial support to clean and disinfect common areas, turnstiles, entry areas, restroom, and kitchen areas.
- Make and maintain improvements to indoor ventilation and air filtration to the maximum extent feasible.

12.0 IMPLEMENTATION

The requirements in this document are effective on the effective date.

13.0 HISTORY

Revision History		
04/30/20	POL1201-6, Rev. 0	Initial Issue.
05/08/20	POL1201-6, Rev. 0 Admin. Chg. 1	Section 4.4.1: Added clarifying language for calling into COVID-19 Hotline. Attachment A: Added clarifying language for calling into COVID-19 Hotline.
05/14/20	POL1201-6, Rev. 1	Section 3.0 and 3.1: Clarified critical factors. Section 3.2: Clarified that DLDs prioritize resource needs. Section 4.1: Clarified that visitors and guests must wear face coverings on-site. Section 4.2: Clarified face covering requirements for employees on-site. Section 7.0: Clarified rules for eating on-site. Other minor edits.
05/22/20	POL1201-6, Rev. 2	Section 4.3 Travel Requirements: Added section to clarify travel requirements.
06/08/20	POL1201-6, Rev. 3	Section 4.2, Stipulated that maximum occupancy limit for auditoriums is 10% capacity while maintaining six feet between individuals. Updated requirements for individuals in a transient situation, (e.g., in an elevator or in a security turnstile). They can be within six feet of each other in a transient situation provided they wear face coverings, and the duration is less than 10 minutes. Section 4.3 <i>Travel Requirements</i> : Updated travel requirements regarding travel outside of New Mexico. Updated Attachment A, Return-to-Worksite Screening Daily Self-Assessment.
06/17/20	POL1201-6, Rev.4	Section 4.1.2: Clarified requirement to call the COVID-19 Hotline. Revised language in daily Self-Assessment form for clarity.
06/18/20	POL1201-6, Rev.4 Admin. Chg. 1	Updated hyperlinks.
06/24/20	POL1201-6, Rev.5	Section 3.0: Added the following to the last paragraph: "As of May 15, 2020". Section 3.0: Adjusted percentages, i.e., "70% of the Laboratory workforce is teleworking and 30% is supporting work on-site". Section 4.2: Replaced "All Employees" with "All employees, subcontractors, visitors, and guests". Sections 4.3.2 and 4.3.4: Removed option for COVID-19 elective testing at NMDOH.

Revision History		
07/06/20	POL1201-6, Rev.6	Section 4.3.3: Updated requirements for self-isolating when traveling outside of New Mexico: "regardless of transportation mode". Updated Daily Self-Assessment Checklist.
07/13/20	POL1201-6, Rev.7	Section 3.0: Updated date that the Laboratory began an operational status of Limited Operations to July 9, 2020. Also, updated the percentage of employees working on-site as compared with employees teleworking. Section 4.3.3: Updated requirements for out-of-state travel.
07/21/20	POL1201-6, Rev.8	Section 4.2: Expanded face covering requirements while on-site. Added requirement to immediately isolate and call COVID-19 Hotline. Section 7.0: Added that sign templates are available on LANL's internal website. Section 9.1: Specified that COVID-19 safety protocols may not be disregarded for the sake of programmatic or operational need. Attachment A: Removed COVID-19 Hotline hours of operation.
08/05/20	POL1201-6, Rev.9	Section 4.3.1: Added a note requiring new hires arriving from out of state to self-isolate for 14 days before coming on-site.
09/24/20	POL1201-6, Rev.10	Added clarifying language throughout document. Section 3.0: Updated Laboratory's operational status. Section 4.1: Deleted note. Section 4.2: Added additional information on types of masks/coverings that are allowed. Section 4.3.3: Added direction that RLM should consider current State of New Mexico travel restrictions when evaluating risk factors for employees returning to work after personal travel. Section 9.3: Added paragraph on sustainable activity. Attachment A: Checklist updated.
09/28/20	POL1201-6, Rev.10, Admin. Chg. 1	Corrected Question 2 on Self-Assessment to refer to Question 4 rather than Question 5.

Revision History		
11/13/20	POL1201-6, Rev.11	<p>Section 3.1: Subcontractors, visitors, and guests included in self-monitoring practices.</p> <p>Section 4.0: Deleted Note.</p> <p>Section 4.1: Added Note for required notification to the COVID-19 Hotline.</p> <p>Section 4.2: Clarified rules for immediate isolation. Clarified language for breakroom limits. Stipulated no eating or drinking during in-person meetings.</p> <p>Section 4.3.1: Clarified self-isolation rules for work-related travel outside of New Mexico</p> <p>Section 4.3.3: Clarified self-isolation rules for personal travel outside of New Mexico.</p> <p>Section 4.4: Added section.</p> <p>Revised Daily Self-Assessment.</p>
11/16/20	POL1201-6, Rev.12	<p>Section 4.3.2: Clarified self-isolation rules for out-of-state subcontractors, visitors, and guests coming on-site to the Laboratory.</p> <p>Updated Daily Self-Assessment.</p>
11/18/20	POL1201-6, Rev.12 Admin. Chg.1	<p>Section 4.4: Clarified number of participants allowed at a gathering.</p> <p>Updated Daily Self-Assessment.</p>
01/04/21	POL1201-6, Rev.13	<p>Section 3.0: Updated percentage of Laboratory employees teleworking to 65%.</p> <p>Section 4.2: Added language regarding physical barriers and face coverings.</p> <p>Section 4.3: Added language regarding self-isolation requirements for work-related travel outside of New Mexico and for out-of-state subcontractors, visitors, and guests and specified the exceptions to those requirements. Clarified that self-isolation begins the day <i>after</i> a person returns to New Mexico. Added language regarding isolation and monitoring requirements for persons returning from out of state.</p> <p>Updated hyperlinks.</p>
02/18/21	POL1201-6, Rev.14	<p>Added Sections 4.3.1, International Travel and 4.3.2, Domestic Travel.</p> <p>Updated Daily Self-Assessment.</p>
02/19/21	POL1201-6, Rev.14 Admin. Chg. 1	Corrected typo in Daily Self-Assessment.

Revision History		
04/07/21	POL1201-6, Rev.15	<p>Section 3.0: Removed Figure 1.</p> <p>Sections 4.2, 4.3.2: Updated to include guidance for those who have been fully vaccinated.</p> <p>Section 7.0: Clarified requirements for eating and drinking.</p> <p>Section 10.0: Added phrase ‘full on-site operations capability.’</p> <p>Attachment A: Added guidance on those who have been fully vaccinated.</p>
04/30/21	POL1201-6, Rev.16	<p>Section 4.2: Added recommendations for safe tool use and occupancy limits.</p> <p>Section 4.3: Clarified travel requirements.</p> <p>Section 5.0: Clarified definition of “close contact.”</p> <p>Section 6.2: Specified that N95 masks are distributed by a Deployed Industrial Hygienist.</p> <p>Section 11.8: Added provision for Facility Ops. Directors to provide custodial support to clean common areas.</p>
05/18/21	POL1201-6, Rev. 17	<p>Section 4.2: Updated face-covering requirements. Added information for fully vaccinated and unvaccinated individuals. Added space occupancy limits for meetings.</p> <p>Section 4.3: New section, COVID-19 Testing. Renumbered remaining sub-sections.</p>
5/21/21	POL1201-6, Rev. 17 Admin. Chg. 1	Section 4.4.3: Third bullet, changed “section 4.3.1” to “section 4.4.1.”
06/07/21	POL1201-6, Rev. 18	<p>Section 4.2.1: Clarified social distancing requirements for fully vaccinated individuals.</p> <p>Section 4.2.2: Clarified requirements for unvaccinated individuals including subcontractors, visitors, and guests.</p> <p>Section 4.2.3: Specified that a COVID-19 ventilation evaluation is a one-time evaluation. Clarified requirements for space-occupancy limits in auditoriums. Changed the occupancy limit to 33% of capacity. Clarified break-room requirements for unvaccinated individuals.</p> <p>Section 4.3: Changed “random testing” to “periodic testing.” Added to note, indicating appropriate behavior regarding COVID-19 testing.</p> <p>Section 7.0: Added that occupancy limits will be posted in conference rooms and common areas.</p> <p>Attachment A: Changed “random testing” to periodic testing.”</p>
06/22/21	POL1201-6, Rev. 18 Admin. Chg. 1	Updated hyperlink for Quick Take Guide, “LANL COVID-19 Controls”, OSH-ISH-QTG-034 throughout document.

Revision History		
07/01/21	POL1201-6, Rev. 19	<p>Correction: Issue date for Rev. 18_Admin. Chg. 1 should be 06/22/21.</p> <p>Section 3.1: Clarified factors for the Laboratory's phased approach to full-time on-site operations.</p> <p>Section 4.1: Added "vaccinated and unvaccinated" regarding the Daily Self-Assessment.</p> <p>Section 4.2.3: Clarified space occupancy limits.</p> <p>Section 4.3: Added note regarding people who cannot take the Nasopharyngeal swab testing.</p> <p>Section 4.4.2: Clarified requirements for domestic work-related travel.</p> <p>Section 6.2: Deleted paragraph regarding PPE distribution.</p>
08/17/21	POL1201-6, Rev. 20	<p>Throughout document added information on NAAT testing.</p> <p>Section 1.0: Added definitions for "Fully Vaccinated" and "Unvaccinated."</p> <p>Section 4.2.1: Created section titled "Face Mask Use" and consolidated/updated information from elsewhere the document. Renumbered subsequent sections and updated their information (4.2.2, 4.2.3, and 4.2.4).</p> <p>Section 4.4 and subsections updated.</p> <p>Section 5.0 Updated to clarify that Hotline personnel will make recommendations to close-contact individuals and RLMs in accordance with CDC guidance.</p> <p>Section 6.1: Clarified manufacturing requirements for hand sanitizer.</p> <p>Attachment A: Daily Self-Assessment updated—Note removed from "Exposure to Others".</p>
09/03/21	POL1201-6, Rev. 21	<p>Attachment A: Updated to remove manager verification of the employee's DSA completion. Updated travel-related rule for unvaccinated employees. Updated pregnancy risk condition.</p>

Revision History		
10/07/21	POL1201-6, Rev. 22	<p>Issued as a PROVISIONAL document until October 15, 2021.</p> <p>Throughout document rearranged some sections to improve flow of information.</p> <p>Section 1.0: Added definition of acceptable COVID-19 test.</p> <p>Section 2.2: Clarified applicability statement.</p> <p>Section 4.0: Updated information regarding mandatory vaccines and approved exemptions for employees.</p> <p>Section 4.2.1: Updated information regarding vaccines or proof of a negative COVID-19 test conducted within the three (3) days prior to coming on-site for all other on-site workers (e.g., subcontractors, visitors, etc.).</p> <p>Section 4.4: Updated applicability for LANL COVID-19 testing program.</p> <p>Section 4.5: Streamlined travel section and removed references to new hires.</p> <p>Section 11.0: Updated responsibilities.</p>
12/03/21	POL1201-6, Rev. 23	<p>Section 4.3.1: Clarified requirements for acceptable face masks.</p> <p>Added Reference section and renumbered remaining sections.</p>
01/19/22	POL1201-6, Rev. 24	<p>Section 4.0: Updated vaccination requirements for students.</p> <p>Section 4.2.1.a: Added new section updating international visitor approvals and associated visitor vaccination/booster requirements.</p> <p>Sections 4.2.2 and 5.0: Added Note regarding new Attachment B.</p> <p>Section 4.3.1: Updated/clarified acceptable mask requirements.</p> <p>Section 4.5.2: Updated work-related international travel approvals and associated traveler vaccination/booster and other requirements.</p> <p>Section 4.5.3: Clarified first bullet under “Unvaccinated Individuals.”</p> <p>Attachment A: Updated instructions under “Exposure to Others” and “COVID-Like Symptoms/COVID Testing”.</p> <p>Added new Attachment B and included pointers in body of document.</p>
01/31/22	POL1201-6, Rev. 25	Updated Attachments A and B.
02/03/22	POL1201-6, Rev. 26	Updated Item #1 on Attachment A, Daily Self-Assessment.
02/07/22	POL1201-6, Rev.27	Updated Attachment A, Daily Self-Assessment, Item #4.

Revision History		
03/31/22	POL1201-6, Rev.28	<p>Throughout document, clarified and updated requirements language.</p> <p>Section 3.1: Added religious exemptions and booster information in critical factors.</p> <p>Section 4.1: Updated requirements for in-person meetings, conferences, or events that will be attended by more than 50 participants.</p> <p>Section 4.2.1: Updated requirements for visitors coming on-site.</p> <p>Section 4.2.2: Clarified requirements for employees to call into Hotline.</p> <p>Section 4.3.1: Updated requirements for face masks.</p> <p>Section 4.4: Added religious exemption language for COVID-19 testing. Deleted note.</p> <p>Section 4.5.3: Updated return to work requirements for employees, who are not fully vaccinated, when returning from personal travel.</p> <p>Attachment A: Added condition (d) under exposure to others.</p>
05/17/22	POL1201-6, Rev.29	<p>Section 1.0: Updated definitions.</p> <p>Section 3.0: Clarified strategy to reflect current pandemic status.</p> <p>Section 4.0: Clarified expectations for on-site work to reflect current pandemic status.</p> <p>Section 4.1: Added requirements for those with approved medical or religious exemptions, and those in hybrid or on-site status.</p> <p>Section 4.3.1: Clarified face mask use expectations for close contacts.</p> <p>Section 4.3.2: Updated expectations for individuals who are not fully vaccinated.</p> <p>Section 4.4: Updated COVID-19 testing requirements.</p> <p>Section 4.5.2 and 4.5.3: Updated travel requirements.</p> <p>Attachment A: Updated requirements regarding exposure to others.</p> <p>Attachment B: Updated isolation requirements.</p>
06/03/22	POL1201-6, Rev.30	Attachment B: Updated isolation requirements for positive COVID-19 cases.
06/23/22	POL1201-6, Rev.31	Section 1.0: Updated definition of up-to-date vaccinations.
06/27/22	POL1201-6, Rev.32	Attachment A: Updated text to reflect the definition of up-to-date vaccination status.

Revision History		
07/08/22	POL1201-6, Rev.33	<p>Entire document has been edited to reflect a return to normal operations. Sections have been rearranged and renumbered for clarity and to streamline document.</p> <p>Section 4.0: The LANL Course “<i>Working Safely at LANL during the COVID-19 Pandemic</i>,” has been archived.</p> <p>Section 5.0: The requirement for performing a Daily Self-Assessment has been replaced by the recommendation in Section 5.0 to do a quick health assessment before work on-site.</p> <p>Attachments A and B have been replaced by Attachment A, <i>COVID Work Controls by CDC Community Level</i>, and Attachment B, <i>LANL COVID-19 Requirements Briefing</i>.</p>
07/12/22	POL1201-6, Rev.34	<p>Added paragraph in Section 4.5 that states, “When the Los Alamos CDC Community Level is high, masks are required for all individuals working on-site in all Laboratory locations, including those in Los Alamos, Santa Fe, Carlsbad, and elsewhere in New Mexico, regardless of vaccination status. Exceptions noted below.”</p>
07/12/22	POL1201-6, Rev.35	<p>Section 4.5: Deleted first paragraph.</p>
08/23/22	POL 1201-6, Rev 36	<p>Section 4.4: Updated Work Controls, i.e., cleaning supplies, posted signs when levels are high, and improving and maintaining indoor ventilation.</p> <p>Section 4.5 and 5.0: Updated masking requirements.</p> <p>Section 11.9: Removed references to CDC Quarantine and Isolation Calculator.</p> <p>Attachment A: Clarified vaccination requirements for All Levels. Clarified masking requirements for Additional LANL Controls.</p> <p>Attachment B: Updated face-mask requirements.</p>
09/06/22	POL 1201-6, Rev 37	<p>Section 6.0, <i>Travel</i>: Replaced Laboratory Director with Division Leader for international travel approval.</p>
09/21/22	POL 1201-6, Rev 38	<p>Section 4.5: Updated mask requirements.</p>
09/27/22	POL 1201-6, Rev 39	<p>Section 4.4: Removed bullet requiring postings for physical distancing.</p>
10/05/22	POL 1201-6, Rev 39 Admin. Chg. 1	<p>Section 7.0: Updated hyperlink for site with information on how to notify close contacts.</p>

14.0 REFERENCES

Prime Contract:

- [Clause H-44](#), *Paid Leave under Section 3610 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) to Maintain Employees and Subcontractors in a Ready State* (March 2021)
- [Clause H-46](#), *Coronavirus (COVID-19) Vaccine*

LANL

- [DEAR 970.5204-2](#), *Laws, Regulations, and DOE Directives* (Dec. 2000)

15.0 ATTACHMENTS

Attachment A. *COVID Work Controls by CDC Community Level*
Attachment B. *LANL COVID-19 Requirements Briefing*

16.0 CONTACT

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No: POL1201-6 LANL COVID-19 Risk and Exposure Control Measures for On-Site Work Activities
Attachment A. COVID Work Controls by CDC Community Level (Page 1 of 1)

Baseline Workplace Controls Executed at All Community Levels	CDC Community Levels					
	All Levels	Low (CDC)	Additional LANL Controls	Medium (CDC)	Additional LANL Controls	High (CDC)
<ol style="list-style-type: none"> Vaccination required for all on-site Triad employees, students, and guest scientists, except those with approved medical or religious exemptions. Perform a quick health assessment before work on-site. Stay home when sick and test, quarantine, and isolate in accordance with CDC guidance if you are COVID-19 positive, have COVID-like symptoms, or have a close contact exposure. Background surveillance with wastewater testing. Clean shared surfaces and common areas routinely. Maintain adequate supply of sanitizing and decontaminating solutions, including hand sanitizers. Optimize ventilation in all occupied facilities. All new workers and visitors complete COVID briefing (Attachment B). 	<ul style="list-style-type: none"> Stay up to date with COVID-19 vaccines. Get tested if you have symptoms 	<ul style="list-style-type: none"> Masks recommended for individuals at increased risk for severe illness and immunocompromised individuals 	<ul style="list-style-type: none"> If you are at high risk for severe illness, talk to your healthcare provider about whether you need to wear a mask and take other precautions Stay up to date with COVID-19 vaccines Get tested if you have symptoms 	<ul style="list-style-type: none"> Masks recommended for individuals at increased risk for severe illness and immunocompromised individuals. Work planning shall include COVID controls. 	<ul style="list-style-type: none"> Wear a mask indoors in public Stay up to date with COVID-19 vaccines Get tested if you have symptoms Additional precautions may be needed for people at high risk for severe illness 	<ol style="list-style-type: none"> Masks required for all employees, on-site contractors, and visitors, regardless of vaccination status. in all indoor areas, except when actively eating and drinking or alone in an enclosed office. Large meetings (over 50 attendees) should be kept to a minimum Travel should be limited to mission essential travel and employees should consider testing 3–5 days after their return from travel. Work planning shall include COVID controls Minimize use of shared tools Maintain adequate supply of acceptable face masks
<p>Per CDC, people may choose to wear a face mask at any time. People with symptoms, a positive test, or exposure to someone with COVID-19 should wear a mask. Masks are required on public transportation and may be required in other places by local or state authorities.</p>						
<p>Per CDC, if you are immunocompromised or at high risk for severe disease, learn more about how to protect yourself with additional CDC recommendations for each COVID-19 Community Level.</p>						

No: POL1201-6 LANL COVID-19 Risk and Exposure Control Measures for On-Site Work Activities
Attachment B. LANL COVID-19 Requirements Briefing (Page 1 of 2)

LANL COVID REQUIREMENTS BRIEFING**Vaccinations**

- Triad employees, students, and guest scientists are mandated to be vaccinated for COVID-19 unless they have an approved medical or religious exemption.
- Triad employees on change-of-station must be also vaccinated; those outside of the United States must obtain a World Health Organization approved vaccine.
- Employees on extended absence (e.g., long-term medical, maternity, parental, etc.) are exempted; however, they must be vaccinated prior to returning to active status.

Work Controls

- Regularly wipe down shared surfaces.
- Cleaning materials and disinfectants may be obtained from the TA 60-2 warehouse, by working through the FOD, or ordered on a P-Card. Cleaning and disinfecting supplies include soap, detergents, water, paper towels
- Hand sanitizer is available at building entrances and throughout workspaces.
- Wash hands often and avoid touching face. Ensure that PPE that touches the face (safety glasses, respirator, etc.) has been sanitized with soap and water or disinfectant before donning the PPE.

Face Masks

- All on-site individuals must follow the current institutional requirements for mask-wearing found on the [COVID-19 Hub](#). Employees may choose to wear a face mask, even if not required.
- Individuals who are identified as having had a close contact exposure, who have COVID-like symptoms or who test positive for COVID-19 must wear a high-quality mask (e.g., an N-95) as defined by CDC in accordance with CDC isolation guidance.
- When the Los Alamos CDC Community Level is high, masks are required for all individuals working on-site in all Laboratory locations, including those in Los Alamos, Santa Fe, Carlsbad, and elsewhere in New Mexico, regardless of vaccination status. Exceptions are noted in Section 4.5.
- Acceptable masks, in order of understood efficacy, are N95s, KN95s that meet marking requirements of GB2626-2006 or GB2626-2019, three-layered disposable masks (sometimes referred to as procedure masks, surgical masks or medical procedure masks), and cloth face masks. Cloth masks must have at least two layers of washable, tightly woven, breathable fabric (such as cotton), a nose wire, and be made of fabric that blocks light when held up to a bright light source. All face masks must cover the nose, mouth, and chin and fit snugly against the sides of the face. Unacceptable masks include masks with exhalation valves or other openings, neck gaiters and bandanas.
- Face masks are not required to be worn when respiratory protection is worn for other hazards, where there is a potential for heat stress in a work activity, during hot work where the face mask presents a fire hazard, or when an arc hazard exists in a work activity, as determined by an industrial hygienist.
- Individuals must remove their face mask temporarily if a Laboratory Security Officer requests them to do so.

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Attachment B. LANL COVID-19 Requirements Briefing (Cont.) (Page 2 of 2)

On-site Visitors

- While on-site, visitors must follow all LANL COVID-19 protocols including any masking requirements.
- On-site federal employees and federal contractors and subcontractors must follow the requirements of their department.

.Exposure to COVID-19

- Perform a quick health assessment every day before work on-site and stay home when sick.
- If any COVID-like symptoms, positive test for COVID-19, or known close contact exposure to someone confirmed to have COVID-19, follow the guidance provided by the [CDC](#). Notify line manager or host of any testing, masking, quarantine, or isolation requirements in accordance with the relevant CDC guidance.
- Employees must return to work through Occupational Medicine if they isolate due to illness and are unable to perform any official work for 5 or more consecutive days, or they have concerns about their ability to work safely due to lingering symptoms.