

# Special Edition

## The Health & Safety Minute

A weekly update  
for FM employees

UVA Facilities Management—Occupational Programs

08.07.2020

### Recognizing Our Safety Successes

Safe + Sound Week is a national US event which raises awareness of safety and health at work programs. It focuses on the importance of management leadership, worker participation, and a systematic approach to identifying and fixing hazards.

Here's a quick look at what we will be doing next week:

- Submit a near miss to [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu) for a chance to win some swag!
- Remember ... A Near Miss today may be an injury tomorrow.
- Recognize a supervisor that you feel does a great job making sure you have a safe working environment to include COVID-19.
- Connect with a Safety Committee Member. Did you know that they bring your safety concerns to the monthly meeting? Their goal is to help address any hazards or concerns so that you have a safe workplace



### RECOGNIZING: Safety Stars & Near Miss Reporters!

FM Occupational Health and Safety appreciates everyone that reports Near Misses/Safety Observations & our Safety Stars! The team conducted a drawing from the last 12 months of submissions/nominees & would like to recognize the following employees:



- Justin Golladay
- Marie Mukankusi
- Andrew Dillard
- David Hermes
- Tammy Carter
- Mike Minor
- Jim Murphy
- Armiss Ferguson
- Nick Gentry
- Dora Gholson
- Paige Herndon
- Lee Meadows
- Corey Harmon

They won a soft-sided cooler/lunchbox featuring Bernie the Bee!

Nominate a Safety Star by emailing [fm-ohs@virginia.edu](mailto:fm-ohs@virginia.edu)

Report a Near Miss or opportunity for safety improvement:

[https://bit.ly/FM\\_NearMiss](https://bit.ly/FM_NearMiss)



## COVID-19 FAQs for FM Employees

There are so many questions about our “new normal”. OHS has collected the ones we are asked most frequently and posted them [here](#):

<https://bit.ly/FM-C-19FAQs>

If you have a question that is not answered, please email us at [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu)

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## UPDATED: UVA Policy SEC-045: COVID-19 Health & Safety Requirement – Face Masks, Physical Distancing, Social Gatherings, and Enforcement

The University has updated the policy pertaining to Face Masks, Physical Distancing, Social Gatherings, and Enforcement.

Read the entire document: <https://uvapolicy.virginia.edu/policy/SEC-045>

### Take note of the revised face coverings section:

1. **Face Coverings:** All students, faculty, staff, and contractors must wear masks at all times when they are inside, except when they are alone (or with their roommates) and in their private spaces (e.g., dorm rooms, apartments, or individual offices). When they are outside, they must wear a mask when they cannot maintain a physical distance of at least six feet. Everyone should sanitize hands before removing their mask or returning it to their face.

Exceptions: There are four exceptions to the requirements above:

- **EATING, DRINKING, PERSONAL HYGIENE:** People may remove masks, of course, when eating, drinking, showering, brushing teeth, etc.
- **EXERCISING:** Certain exceptions to masking requirements apply to those who are exercising indoors – e.g., for those who are swimming or on exercise equipment. Details on these exceptions will be posted at IM-Rec and athletic facilities. To be on the safe side, always bring your mask with you.
- **TEACHING:** Instructors may remove masks when teaching behind plexiglass barriers as long as they can maintain physical distance of at least six feet from students.
- **HEALTH/ADA ACCOMMODATIONS:** Students with pre-existing conditions can contact the Student Disabilities Access Center (SDAC) to seek accommodations related to masking requirements. **Employees with pre-existing conditions can seek accommodations related to masking requirements at** <https://eocr.virginia.edu/procedures-employees-disabilities-request-workplace-accommodations>.

If an employee fails to comply with requirements of this policy, it may result in disciplinary action in accordance with relevant University policies.

## Local Governments Tighten COVID-19 Restrictions

Albemarle County Board of Supervisors & Charlottesville City Council each voted July 27 on modifying Phase Three of 'Forward Virginia' in the county to slow the spread of the coronavirus. Changes include:

- Gatherings are limited to 50% occupancy with a 50 person maximum indoors. This does not apply to outdoor gatherings. [UVA is limiting gatherings to 15 or less.](#)
- Face coverings are required both indoor and outdoor without six feet of social distancing.
- Those who suffer from a physical or mental risk must provide documentation if they cannot wear a mask in public places.

These are in effect starting Saturday, August 1, until September 29. Violations this ordinance are punishable as misdemeanors.

Source: <https://bit.ly/39Bz0Am>

## Win Prizes!

### Report Near Misses

OHS would like to recognize employees that take the time to report Near Misses & hazards in their work areas and jobsites.

OHS will begin drawing winners monthly to win a soft-sided cooler—perfect for a physically-distanced picnic with your neighbors!

Please take the time to report Near Misses (Near Accidents) to FM-OHS at [FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu). The [Near Miss Reporting form](#) is also available for anonymous reports.

*Hazards haven't gone away because of COVID-19!*

## OHS Training Data to be Added to WorkDay

Great news! As of July 1, your OHS training records are now being kept in Workday so that you can easily view your transcripts/learning history. Please note, it may take up to 14 days for your records to display in Workday.

You will receive Workday emails to alert you of classes for which you have been enrolled.

Did you receive a notification for one you have already attended in July?

(Example pictured.) This was the system responding to our entry of your records in Workday. In the future, you will receive those emails prior to your class.

From: Workday @ UVA <[uva@myworkday.com](mailto:uva@myworkday.com)>  
Sent: Monday, July 20, 2020 6:40:36 PM  
To: [REDACTED]  
Subject: You have been enrolled in FM - Hearing Conservation



Dear [REDACTED]

You have been enrolled in FM - Hearing Conservation . You can download the calendar appointment to your Outlook calendar from the course .

There may be a waitlist for the course . If you are unable to attend, please go to the Learning app and select Drop Learning Enrollment so a waitlisted co-worker may attend .

Thank you

Please do not reply to this email, it was sent from an account that is not monitored.

University of Virginia, University of Virginia Health Systems, University Physicians Group

# STOP THE SPREAD

## PROBABILITY OF INFECTION:

*This illustration shows how face coverings & physical distancing can work to stop the spread of COVID-19. Coupled with frequent handwashing & physical distancing, you are able to protect you and your loved ones.*

### FACE COVERS ARE REQUIRED INDOORS & AT ALL FM AREAS & JOBSITES WHERE PHYSICAL DISTANCING CANNOT BE OBSERVED.

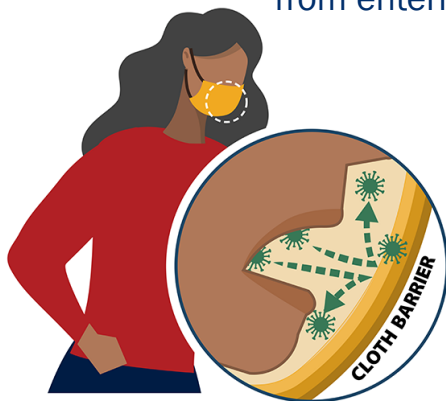
*This includes passengers inside Kubotas & vehicles: FM employees and their managers must make every effort to avoid having passengers in any FM vehicle. No more than one passenger is allowed in any FM vehicle, regardless of circumstances. Whenever a passenger is in a FM vehicle, both the driver and passenger must wear face covers & windows must be opened a minimum of 3”.*

The best way to protect yourself and others is to physical distance (keep 6 feet between you and others), frequent handwashing, and wearing your face cover.

### WEAR YOUR FACE COVER TO PROTECT THOSE AROUND YOU.

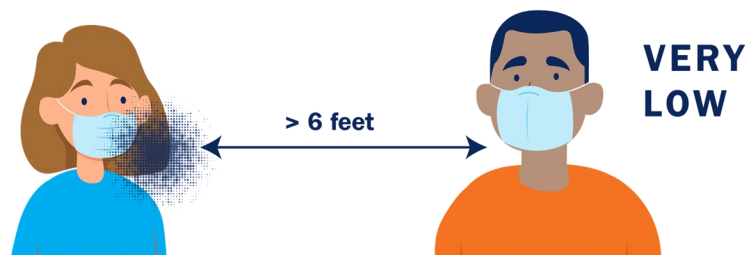
*Wearing your face cover is an act of respect for those you meet every day. It stops small droplets of saliva created when you laugh, speak, and cough or sneeze from entering the air and potentially infecting another person nearby.*

Face shields are not an alternative to face covers. However, they can be used in addition to a face cover. Face shields do not stop your droplets of saliva from entering the air.



If you can see other people and are not separated by a door or wall, it is a *best practice* to wear a face covering.

*How a face cover works*



## IMPORTANT OHS LINKS:

- **OHS Homepage:** <https://www.fm.virginia.edu/depts/ohs/index.html>
- **COVID-19 Resources:** <https://at.virginia.edu/2YiaRLm>
- **NOMINATE a Safety Champion:** <http://bit.ly/SafetyChamps> (at top)
- **NEAR MISS FORM:** For incidents or near-incidents that did not result in injury/first aid: <http://bit.ly/FMNearMiss>
- **INCIDENT REPORTING FORM:** For incidents resulting in an injury/first aid: <http://bit.ly/FMAccidentRpt>

## CONTACT US



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The OHS main number (434-297-6379) and email ([FM-OHS@virginia.edu](mailto:FM-OHS@virginia.edu)) are active and will be answered during business hours. *If there is no answer when you call, leave a message and your call will be returned promptly.*

# *free* **COVID-19** *testing*

Thomas Jefferson Health District (TJHD) is now offering free drive-thru COVID testing (nasal swab testing) for anyone above the age of six.

FOR UPCOMING DATES AND TIMES, VISIT

<https://at.virginia.edu/TJHDDTestingSites>

*Questions? Call TJHD's COVID-19  
hotline at 434-972-6261*





### **Celebrate 811 Day!**

VA811 is celebrating 811 Day (August 11) with a virtual run/walk! This virtual 5K or 8.11 run is for anyone who wants to get outdoors and exercise for some great prizes! Do the 5K and get one entry for a free prize. Do the 8.11 run and get two entries! Free t-shirts are also available to those who post a picture on Facebook or Instagram with the hashtag #irun4VA811 – but you must register!

**Registration information can be found here:**

<http://survey.constantcontact.com/survey/a07eh7ngxxxkcutmqxu/a016pkdacwi3w/questions>

**This virtual run is being held between August 1 through the 11th.**

**Winners will be announced on the 11th!**