

BUILDING NOTICE



MARCH 25, 2021

STAY SAFER AT HOME – SHELTER IN PLACE ORDER C19-07u

Greetings 375 Beale Occupants,

On March 23, 2021, the City and County of San Francisco Department of Public Health issued Order No. C19-07u, which supersedes the Order of the Health Officer, No. C19-07t, issued on March 2, 2021 and will remain in effect, without a specific expiration date, until rescinded, superseded, or amended in writing. For specific details, please visit the following link:

<https://www.sfdph.org/dph/alerts/files/C19-07-Shelter-in-Place-Health-Order.pdf>

Order No. C19-07u went into effect at 8 am on Wednesday, March 24, 2021.

Per the March 23, 2021 San Francisco Department of Public Health Order No. C19-07u:

GENERAL REQUIREMENTS

- All Essential Businesses, Outdoor Businesses, and Additional Businesses, as defined in Sections 8.a, 8.b and 8.c, are allowed to operate in the County under this Order. All other Businesses are temporarily required to cease all activities at facilities located within the County except Minimum Basic Operations, as defined in Section 8.d. Except as otherwise provided in Appendix C-1, Businesses that include allowed operations alongside other operations that are not yet allowed must, to the extent feasible, scale down their operations to the allowed components only. All Essential Businesses must prepare, post, and implement an updated Social Distancing Protocol (as revised March 23, 2021) and Health & Safety Plan checklist for each of its facilities in the County frequented by Personnel or members of the public. Both checklists must be posted at or near the entrance of the relevant facility and shall be easily viewable by the public and personnel. A copy of the Social Distancing Protocol checklist must also be provided in hardcopy or electronic format to each person performing work at the facility. A copy of the revised Social Distancing Protocol (SDP) and Health & Safety Plan (HSP) implemented by the Bay Area Headquarters Authority for the Bay Area Metro Center (BAMC) is attached to this notice.
- Office Facilities that are not Essential Businesses can reopen, however they must adjust their maximum occupancy rules based on the size of the Office Facility to limit the number of people (including Personnel and members of the public), as follows: **(a)** Businesses with fewer than 20 Personnel must reduce their maximum occupancy to the number of people who can maintain at least six feet of physical distance from each other in the Office Facility at all times. **(b)** Businesses with 20 or more Personnel must reduce their maximum occupancy to the **lesser** of: (1) 25% the Office Facility's normal maximum occupancy, or (2) the number of people who can maintain at least six feet of physical distance from each other in the Office Facility at all times.
- Per Section 3h of the Order, unless and until expressly stated otherwise in a Health Officer order or directive, all health and safety requirements under the Order and related directives apply equally to those people who have been vaccinated for COVID-19 as to those who have not.
- All businesses that are allowed to be open indoors must review SFDPH's Guidance on "Ventilation for Non-Healthcare Organizations During the COVID-19 Pandemic," available online at <https://www.sfdcp.org/COVID-Ventilation> ("Ventilation Guidance"). Those businesses must: (1) implement as many improvements in the Ventilation Guidance document as feasible, and (2) keep a hand-annotated copy of the Ventilation Guidance

showing which improvements were considered and implemented. Ventilation guidance from recognized authorities such as the CDC, ASHRAE, or the state of California can be used as an alternate to the DPH Ventilation Guidance with an annotated version of the alternate guidance kept on hand.

- The Personnel Screening Form and Non-Personnel Screening Form attached to the updated form of Social Distancing Protocol have been updated. See Social Distancing Protocol Attachments A-1 and A-2, available online at <https://www.sfdph.org/dph/alerts/coronavirus-healthorders.asp>.
- Order No. C19-07u does not affect Order No. C19-12e issued March 18, 2021 (requiring face coverings), which will continue indefinitely until otherwise directed by the Health Officer. Essential Businesses and entities with workers engaged in Essential Infrastructure Work, Minimum Basic Operations, or Essential Governmental Functions who continue to operate at BAMC must require their employees and contractors to continue to wear a Face Covering in accordance with Order No. C19-12e at the workplace when interacting with the public, when working in or walking through common areas, and in any room or enclosed area when other people are present.

SIGNAGE

(Templates can be found online at: <https://sf.gov/outreach-toolkit-coronavirus-covid-19>)

- All businesses must post required signage per section 3.27 of Appendix A to the Social Distancing Protocol in any break room, cafeteria, or similar indoor space.
- All businesses must add **all** COVID-19 related signage to the establishment as required by Sections 4.g, 4.h, and 4.i(ii) of the Stay-Safer-At-Home Order.
- Additional signage is required to be posted for employees to report unsafe conditions related to COVID-19. All businesses are required to post signs in employee break rooms or areas informing employees that they can report violations of COVID-19 health orders and directives by calling 3-1-1 or visiting www.sf.gov/report-health-order-violation. Signage should also state that the employee's identity will not be disclosed to the employer.

MANDATORY REPORTING REQUIREMENTS

- All businesses and governmental entities must continue to require that all personnel immediately alert the business or governmental entity if they test positive for COVID-19 and were present in the workplace within the 48 hours before onset of symptoms or within 48 hours of the date on which they were tested.
- All businesses and governmental entities must continue to report to the San Francisco Department of Public Health when three or more personnel test positive for the virus that causes COVID-19 within a two-week period. Please review the reporting requirements linked here: www.sfcddcp.org/covid19-positive-workplace and be sure to notify Building Management immediately with any confirmed cases. Guidance for how to report to Building Management is also attached to this notice.

For additional questions or concerns, please contact Building Management at (628) 220-2080 or via e-mail at 375BealeSt@cushwake.com. We thank you for your attention to this matter.

Building Management