

COVID-19 Guidelines- Residential Recycled Water Mobile Reuse Program

Wednesday - Friday – 8:00am - 2:00pm

Saturday and Sunday - 8:00am - 12:00pm

1400 Spinnaker Dr. Ventura, California

Objective: To resume Ventura Water’s Mobile Reuse Program. Due to health and safety considerations, Ventura Water will request residents stay in their vehicle while their recycled water container is filled by wastewater operations staff to ensure safe distancing between residents and operations staff.

All Mobile Reuse Program Permit holders will receive a copy of these safety procedures prior to the resumption of this program.

Staff: Wastewater operations staff will operate the recycled water fill station and conduct activities to fill mobile reuse recycled water tanks and containers.

Description:

Training course- Residents will need to schedule an appointment to attend a ZOOM or WebX Mobile Reuse training course prior to receiving recycled water. Once a resident has completed the training course, they will need to submit an application and \$75 payment (**check only**) to treasury to receive a permit to pick up recycled water. Once the training course and payment have been completed, a permit card will be issued. All residents must show proof of a valid permit card before receiving recycled water.

Picking up Recycled Water- Residents picking up recycled water will need to press the call button at the front gate of the wastewater treatment plant or call (805) 797-1511 before entering. Once inside the wastewater treatment plant, residents will be required to wear a face covering and stay in their vehicle unless directed otherwise by operations staff. When a resident arrives at the recycled water fill station, the operations staff will fill mobile reuse recycled water tanks and containers.

Safety Guidelines:

- **Symptom Checks:** When staff arrive at the Wastewater Treatment Plant at the beginning of their assigned shift, a wellness check will be administered by management staff. The wellness checks will include a temperature reading and questions related to symptoms associated with COVID-19. Staff experiencing any COVID-19 related symptoms will not be allowed to work. Wellness checks will be submitted to the Risk Management Division daily.

- Social Distancing: Social distancing between operations staff and residents will be required. Staff will be instructed to maintain at least 6-feet of physical distance between themselves and recycled water mobile reuse permittees.
- Face Coverings: All employees and residents/participants will be required to wear face coverings at the facility unless wearing a face covering poses a health risk. Staff will ensure that their face coverings:
 - o Fit snugly but comfortably against the side of the face.
 - o Are secured with ties, ear loops or elastic bands.
 - o Allow for breathing without restriction.
 - o If cloth, include multiple layers of fabric and can be laundered and machine dried without damage or change to shape.
 - o Will be careful not to touch their eyes, nose, and mouth when removing their face covering and wash hands immediately before and after removing.
- Personal Protective Equipment: Personal Protective Equipment (PPE) will be provided to all employees. PPE requirements will follow guidance from the Centers for Disease Control and Prevention (CDC) and Ventura County Department of Public Health. As such, the PPE expectations and the provision of PPE will be based on the most recent guidance and is subject to change.
- Employees will be wearing work gloves.
- Hygiene: Employees will be required to ensure proper hygiene is consistently practiced. Hand sanitizer will be available on the fill station table for use by employees and customers. Emphasis will also be placed on CDC recommended hygiene habits including covering your nose and mouth when you cough, not touching your face, and avoiding high-touch objects.
- Hand Washing: Employees will be required to wash their hands often while at work, especially.
 - o After having been in a public place and touched an item or surface that may be frequently touched by other people.
 - o Before, during, and after preparing and eating food.
 - o Before and after treating a cut or wound.
 - o After using the bathroom facilities.
 - o After blowing their nose, coughing, or sneezing.
- Staff Training: The wastewater staff will be given this document to review prior to the commencing of the Mobile Reuse Program and should call Jason Wong with any questions. (805) 677-4135.