

Grants Pass Downs COVID-19 PROTOCOL for Employees/Contractors on the Backside

This protocol outlines Grants Pass Downs' ("GPD") requirements and expectations for all backside employees, including GPD management.

These are the general policies and procedures subject to the discretion of GPD management and are subject to change as state and local health authorities update public health guidelines and policies. All employees are expected to follow and must familiarize themselves with the most up-to-date version of this protocol each day the employee will be on the GPD premises. Failure to comply with this protocol may result in disciplinary action up to and including termination of employment.

GPD personnel who have been designated to implement and enforce social distancing and other policies consistent with guidance from the Oregon Health Authority may require employees to follow additional safety and sanitation measures in supplement to those listed below and as circumstances warrant. Their directions must be followed in all cases.

General Safety Measures

- Running water, soap, and paper towels will be provided for hand washing at all permanent restroom facilities.
- All personnel must follow the CDC's and Oregon Health Authority's hand-washing guidelines and should frequently wash their hands throughout each day for at least 20 seconds each time, including before and after work and after touching any surfaces at the work location.
- Portable toilets will include hand sanitizer.
- Hand sanitizer stations will also be provided at high-traffic areas.
- Employees are required to wear masks (or other face coverings such as a buff or a bandana) that completely cover their mouth and nose at all times when they are within 6 feet of any other person. One reusable mask and filter per person will be provided by GPD on a one-time basis upon initial entry to the backside. It is the employee's responsibility to maintain and keep clean their own mask. Additional masks or filters may be available upon request, subject to availability.
- Employees shall keep and maintain a clean and sanitized work area, frequently cleaning all surfaces.
- If you begin to experience any symptoms while at work, put on your mask or cloth face covering to cover your nose and mouth, avoid close proximity (within 6 feet) to any other person, and leave the backside immediately and go home. You should report any symptoms to your supervisor and Katy Burris (hr@gpdowns.com or 541-244-8751). Contact your personal physician or other health advisor for further instructions.
- If you begin to experience any symptoms while away from work, do not report for screening at the backside, stay home, and call to report any symptoms to your supervisor and Katy Burris (hr@gpdowns.com or 541-244-8751). Contact your personal physician or other health advisor for further instructions.
- Employees who are well but have reason to believe they have been exposed to COVID-19, must notify their supervisor and follow CDC-recommended precautions in the CDC's

Guidance for Workers Who May Have Had Exposure to COVID-19 (abbreviated title).

- If any person is confirmed to have COVID-19, GPD will undertake to inform other personnel of possible exposure to the virus; however, the infected person's identity will remain confidential as required by the Americans with Disabilities Act and in accordance with health authority guidance. The infected person will be asked to identify other persons with whom they came into contact with before leaving the facility. Anyone who worked in close proximity (within 6 feet) to the person with confirmed COVID-19 must also immediately leave work and refer to the CDC's and Oregon Health Authority's guidance on how to conduct a risk assessment. All surfaces in an infected or exposed person's workspace will be cleaned and disinfected using the CDC's and Oregon Health Authority's recommended methods.

Backside Admission

GPD will be closed to all non-essential persons. Only essential employees, owners, trainers, veterinarians, farriers, grooms, jockeys, and exercise riders will be allowed entry. GPD Management reserves the right to allow other key personnel on the backside. At all times GPD will have one or more designated employees or officers to oversee and enforce this protocol, as well as to assist essential persons in adhering to the CDC's and Oregon Health Authority's COVID-19 guidelines to the maximum extent possible.

- Entry to the backside will be limited to two specific locations, the Pansy Lane gate and the Arena gate.
- Screening checkpoints will be set up at both backside entry gates to screen and register those seeking entry to Grants Pass Downs. Every person entering the backside will have their name, temperature, and ORC license number recorded daily. The screening will consist of the following:
 - a. Temperature Check – Temperature readings will be taken with a non-touch forehead thermometer. Temperatures will be recorded daily. Only those with a temperature less than 100.4°F degrees will meet the requirement for admittance.
 - b. Symptom Screening – Entrants will be asked to report any symptoms. Only those reporting no symptoms of COVID-19 will meet the requirement for admittance.
 - c. Exposure – Entrants will be asked to disclose any close contact in the last 14 days with anyone who may have been exposed to COVID-19. Entrants must immediately report any potential exposure to Katy Burris (hr@gpdowns.com or 541-244-8751).
- **If all screening requirements are met**, an employee will be granted access only to the backside areas essential to their work for that day and not to any other areas.
- **If the screening requirements are not met**, an employee must immediately leave the premises and not return until:
 - a. 14 days have passed since possible exposure;
 - b. at least 7 days have passed since they experienced any fever, cough, shortness of breath, or other known symptoms and potentially longer, depending on your health care provider's instructions and CDC, Oregon Health Authority and local health department protocols.
- If an employee has a confirmed COVID-19 infection, GPD may require written medical clearance from such employee's health care provider before that person may regain access to the backside. GPD will inform local health authorities of possible virus exposure in the

backside, follow local health authorities' instructions, and pass on information and directions to essential persons who are or have been working in the backside as directed.

- Any employee (and all persons staying with such employee) who is residing in company-provided housing or the RV spaces on the backside is required to report to one of the entry gates for screening each morning by 9 a.m., where they will be screened as described above, and otherwise comply with all requirements set forth herein.
- Posters that encourage staying home when sick, provide guidelines on social distancing, coughing and sneezing etiquette, and maintaining hand hygiene will be placed at key locations around the backside. Employees shall comply with these guidelines.

Continual Assessment

GPD will continually assess the risk posed by COVID-19; evaluate the risk of exposure; select, implement, and ensure controls are used to prevent exposure, including physical barriers to control the spread of the virus; enforce social distancing; and provide appropriate PPE, hygiene, and cleaning supplies.

This protocol may be updated frequently. It is the responsibility of everyone seeking admittance to the backside to read this protocol every day and follow the most up-to-date guidance for everyone's safety.

Please call or email Katy Burris, GPD HR & Payroll Manager, who is designated to establish, implement, and enforce social distancing policies consistent with guidance from the Oregon Health Authority, at hr@gpdowns.com or 541-244-8751 if you have questions or to obtain the most current version.