*Note: This addendum is intended to supplement your COVID-19 Prevention Plan (CPP) and has been updated to reflect requirements of the non-emergency temporary standard that became effective February 2023.*

Instructions: Fill in the red text to personalize this addendum for your operation.

(Company Name) will take the following precautions to reduce the spread of COVID-19 in employer-provided housing. (Identify person/job title) is responsible for ensuring that employees follow these precautions.

Cal/OSHA [Title 8, Section 3205.2](https://www.dir.ca.gov/title8/3205_2.html), requires that employers who provide housing for employees take precautions to prevent the spread of COVID-19. Section 3205.2 does not apply to the following:

* Housing provided for the purpose of emergency response if the employer is a government entity, or the housing is provided temporarily by a private employer and is necessary to conduct the emergency response operations
* Employees with occupational exposure as defined by [Title 8, section 5199](https://www.dir.ca.gov/title8/5199.html) when covered by that section
* Housing provided exclusively to house COVID-19 cases or where a housing unit houses one employee
* Housing in which all residents maintain a household together prior to residing in employer-provided housing, such as family members

## Assignment and set-up of housing units

The housing coordinator, (Identify person/job title), will arrange for proper assignment and setup of housing units, as stated below.

To the extent feasible, we will assign persons to the same housing unit that travel and work together, separate from other workers. Residents who usually maintain a household together will be housed in a single housing unit without other persons.

We will set up housing units to minimize the spread of COVID-19:

* We will maximize the amount of outdoor air and increase air filtration efficiency to the highest level compatible with the existing ventilation system. If a Minimum Efficiency Reporting Value (MERV)-13 or higher filter is not in use, portable or mounted high-efficiency particulate air (HEPA) filtration units will be used to the extent feasible in all sleeping areas.

## Face coverings

(Identify person/job title) will be responsible for providing face coverings to all residents and provide information on when face coverings should be used according to California Department of Public Health (CDPH) or local health department guidance or orders.

## Training

(Identify person/job title) will train residents on the following (in addition to any workplace training requirements):

* When they must wear masks in employer-provided housing (following state or local health department requirements)
* COVID-19 symptoms and encouraging residents to report them
* How and when to report COVID-19 symptoms to (Identify person/job title)

## COVID-19 testing of residents

* (Identify person/job title) will set up and implement effective procedures for testing residents for COVID-19 if there has been an instance of close contact to a COVID-19 case or a resident is experiencing COVID-19 symptoms.

## COVID-19 quarantine/isolation

If an employee has been exposed to or contracts COVID-19, (Name of employer) will take steps to protect other residents from getting sick. (Identify person/job title) will set up living area(s) to stop the spread of COVID-19 when infections do occur.

* Residents that are COVID-19 cases: These residents will be isolated from all residents who are not COVID-19 cases. COVID-19 cases may be housed together. Sleeping areas and bathrooms will not be shared with non-COVID case residents.
* Residents with close contact to a COVID-19 case: These residents will be quarantined from all other residents according to [current CDPH guidance](https://covid19.ca.gov/quarantine-and-isolation/). A private bathroom and sleeping area will be provided.