



Building 1400

Follow the general COVID-19 safety practices for employees and visitors, as well as additional practices developed for this building as follows:



Medical Screening. Leave the building and remain at home if you are experiencing symptoms related to COVID-19, test positive or have been exposed to a known or suspected case.



Physical Distancing. Maintain at least six feet between yourself and others at all times. The greater the distance the better. Respect distancing markings and notifications. Avoid congregating or loitering in common areas. Utilize outdoor areas when feasible.



Personal Hygiene. Wash hands/use hand sanitizer when entering and exiting the building. Avoid placing personal items on surfaces unless necessary. Cover coughs/sneezes.



Protective Equipment. Wear a face covering/mask which covers the nose and mouth at all times when moving through the building or using common areas.

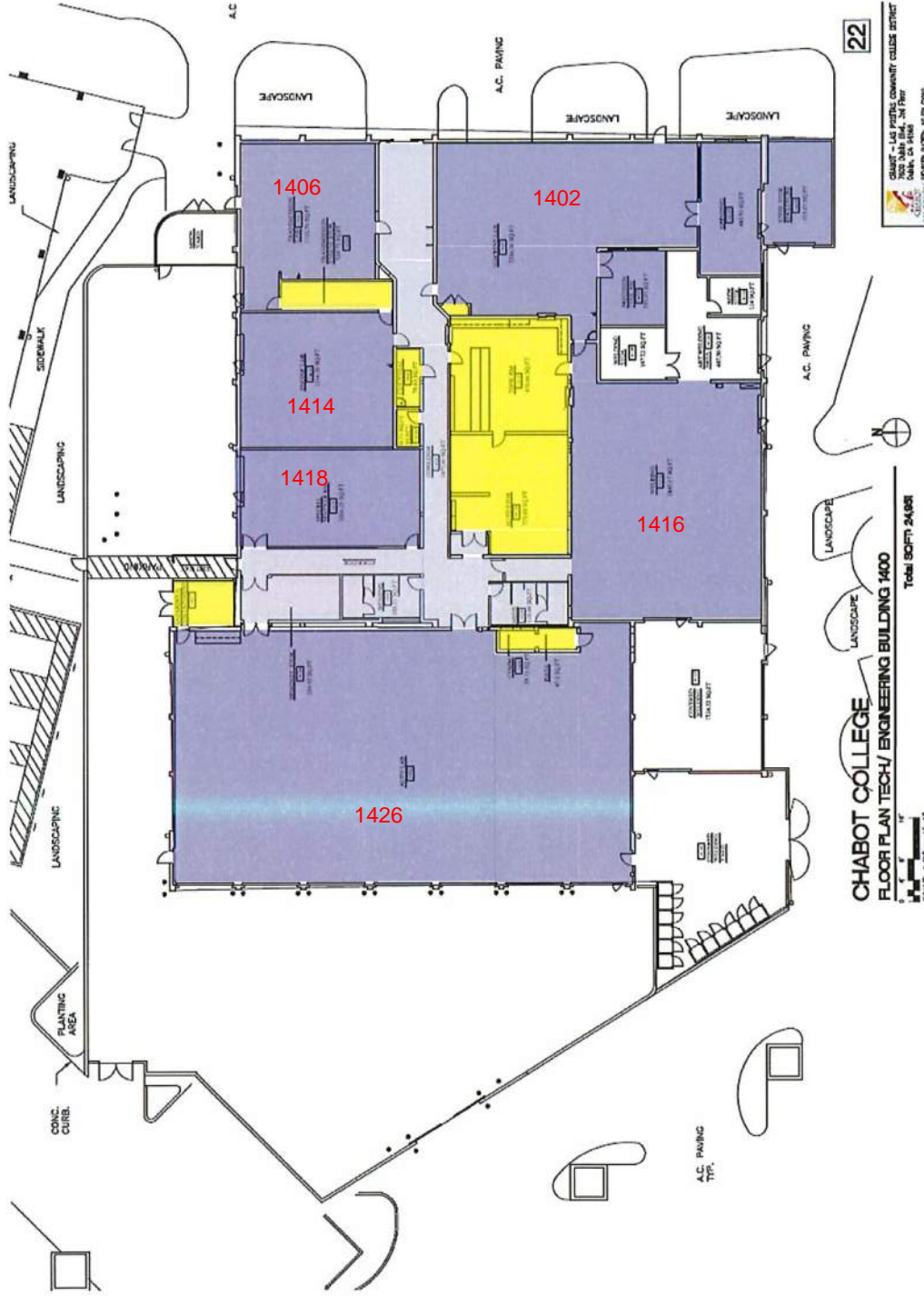
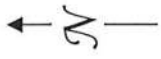


Environmental Cleaning. High touch surfaces in the building are cleaned and disinfected on a routine basis. In addition, ventilation systems have been adjusted to help enhance COVID-19 safety where practicable.



Additional Practices. Coordinate with representatives from the specific areas/operations you are visiting in the building regarding additional COVID-19 safe practices that may apply.

Note: These practices are current as of the revision date. Since the COVID-19 pandemic is evolving rapidly, extra diligence should be used in watching for updates to these practices.



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 CHABOT COLLEGE COMMUNITY COLLEGE DISTRICT
 1400 ENGINEERING BUILDING 1400
 DATE: 09/16/2020
 DRAWN BY: J. P. JONES

LEGEND
 Green = staff personal spaces
 Yellow = staff common areas
 Orange = staff specialized areas

Light Purple = common areas
 Dark Purple = public specialized areas

Safe Work Practice Zones
 Chabot College – Building 1400
 25555 Hesperian Blvd., Hayward, CA
 FACS #PJ48098
 September 16, 2020





Note: These practices are current as of the revision date. Since the COVID-19 pandemic is evolving rapidly, extra diligence should be used in watching for updates to these practices.

All Chabot-Las Positas employees must follow the “General Practices for All Employees” COVID-19 safety guidance and all visitors/students must follow the “General Practices for All Visitors” COVID-19 safety guidance. This document provides additional more specific COVID-19 safety practices tailored to the work area/operation listed above. Questions regarding COVID-19 safety should be directed to your supervisor or the designated COVID-19 Safety Coordinator, Owen Letcher (925)485-5277.



MEDICAL SCREENING

1. As indicated in the general COVID-19 Safety Practices Guidance for Employees and Visitors, stay home if you exhibit COVID-19 symptoms, test positive, have been in close contact with a known or suspected case, or have risk factors for more severe illness.
2. Any person who begins exhibiting symptoms during the day will trigger implementation of the case response protocol. If a student exhibits symptoms, they will be isolated from other students and staff and will be required to leave the site. The Safety Coordinator will then be informed for further assessment and follow-up as appropriate.



PHYSICAL DISTANCING

1. *Maintain Physical Distance.* When feasible, maintain six feet of distance between yourself and others. If not possible to maintain distance higher quality face coverings or an additional clear face shield may be appropriate to add, so long as it does not impact safety in the instructional environment. More distance and more physical barriers between people are better.
2. *Reduced Physical Interaction.* Follow guidance from your supervisor or site contact about working from home, staggering work schedules and break times, conducting business online, and other measures aimed at reducing the need for physical interaction.
3. *Work Area Layout.* Be aware of and support changes in the work area layout that support physical distancing (e.g., do not use seats/desks marked as out of use, do not rearrange configurations changed for distancing, follow traffic flow guidance). Inform your supervisor or site contact immediately if any workstations are not configured to support 6 feet of distancing when in use.
4. *Instructor Area.* Conduct instruction from the areas designated for the instructor whenever possible in order to help maximize the distance between the instructor and students.
5. *Implementation of Safe Practices.* Staff are responsible for reinforcing safe practices in the classroom. Teach students the safe practices and enforce their implementation.



PERSONAL HYGIENE

1. *Hand Hygiene.* Reinforce handwashing with soap and water for at least 20 seconds among students and staff. At a minimum, handwashing should occur before and after touching shared surfaces and after coughing/sneezing. Stagger handwashing to prevent congregating at sinks. When handwashing is not feasible, use provided hand sanitizer, which should be rubbed into hands until completely dry.
2. *Sneezing & Coughing.* Reinforce covering coughs and sneezes with a tissue or the inside of their elbow.

3. *Avoid Touching Face.* Reinforce not touching the face (eyes, nose, and mouth) with unwashed hands.
4. *Personal Belongings/Clothing.* Keep each student's belongings separated from others' and in individually labeled containers, shelves, or areas. Non-essential personal items should be kept at home.
5. *Shared Materials.* Avoid sharing materials when possible. Ensure adequate supplies to minimize sharing of high touch materials (e.g., tools, equipment etc.). Assign supplies and equipment to a single student or limit use to one group of students at a time and clean/disinfect between uses. Discourage sharing of items that are difficult to clean (e.g. porous items) or eliminate their use altogether.
6. *Supplies.* Maintain adequate supplies to support healthy hygiene behaviors, including soap, approved hand sanitizer for classrooms, paper towels, tissues, and no-touch trash cans.



PROTECTIVE EQUIPMENT

1. *Masks.* As indicated in the general COVID-19 safety practices guidance for employees and visitors (including students), surgical, paper or cloth masks (a.k.a., face coverings) must be worn at all times unless both: a) you are alone in a substantially enclosed personal workspace (office, cubicle), room, or isolated area, and b) no other persons are anticipated to come within six (6) feet. Instructional staff may wear a face shield in lieu of a mask in limited situations when necessary for instruction, provided the instruction can be performed from a distance of at least six feet. Likewise, properly fitted and assigned respirators (e.g., N95) may also be used in lieu of face coverings, provided exhalation valves are covered with cloth. Face coverings are not to be worn by those who have trouble breathing or are unable to remove the covering without assistance. Additional precautions should be implemented in such situations as determined on a case by case basis.
2. *Gloves.* Employees and students who handle commonly touched items may wear disposable gloves to supplement frequent hand hygiene. In addition, disposable gloves may be worn during use of disinfectant products. Conduct hand hygiene after removing gloves.
3. *Face Shields.* Face shields should be worn in addition to face masks/covering when students are working within six feet of each other.



ENVIRONMENTAL CLEANING

1. *General Surfaces.* Frequently touched surfaces in the common/shared areas are cleaned as specified on the Cleaning/Disinfection Log Form and in accordance with general COVID-19 safety practices guidance for employees and visitors. This includes touchscreens, keyboards, mice etc. and shared work supplies and office equipment, such as printers, copiers, phones, keyboards, workstations, etc. Clean and disinfect between uses if they cannot be removed and stored for sign-out. Disinfection should be conducted between uses. Disinfected surfaces should be allowed to air dry.
2. *Personal Work Area.* Clean/disinfect frequently touched surfaces in your personal area at least once per day (e.g., phone, keyboard/mouse, chair arms, handles, work surfaces). In addition, clean/disinfect surfaces touched by visitors to your work area following their departure.
3. *Nightly Cleaning and Disinfection.* Nightly cleaning and disinfections conducted by custodial staff.
4. *Outside Items.* Individuals bringing packages, mail, or other items into the area should either: 1) clean/disinfect the item (external surface), 2) clean hands and contacted surfaces after handling

of the item, or 3) isolate the items until infectious risk diminishes. Current CDC guidance indicates that coronaviruses on surfaces and objects die within hours to days, and that COVID-19 has not been shown to survive on surfaces longer than seven days.

5. *Cleaning/Disinfection Supplies.* Cleaning/disinfection products and materials will be provided. Per the general COVID-19 safety practices guidance for employees and visitors, disinfectants must be used per the product label, which typically includes a minimum contact time to ensure proper disinfection, as well as precautions for using the product safely.



ADDITIONAL PRACTICES

1. *Visitors/Vendors.* Visitors to the area should be avoided when practicable and generally limited to those needed for essential meetings, tasks, or services. When hosting a visitor/vendor, confirm with them that they are free of COVID-19 symptoms and ensure they are familiar with the general guidance for visitors documents, as well as additional area-specific practices. For vendors, find out if their work will require any additional safety practices people in the area will need to follow, and communicate to others as appropriate. Meet visitors at the door and ensure they wash/sanitize their hands and are wearing a face covering. Escort visitors (at a distance of six feet), directly to the appropriate meeting room or office.
2. *Ventilation.* If weather permits and if feasible, allow outdoor air to enter the classroom by opening windows and/or exterior doors/roll-up doors
3. *Personal fans.* Store all personal fans as they can contribute to the spread of respiratory droplets.
4. *Postings.* Ensure postings are present wherever students are expected to clean and disinfect equipment and at handwashing sinks.

Room Detail Report - Fall 2021

Chabot College

*Occupancy is based upon DSA IR A -26.cc: Lecture 20 sf/student; Computer Lab 35 sf/student; Science Lab 50 sf/student; Nursing & Dental 50 sf/student; Career Technical Education Shop 50 sf/student; Athletics and Kinesiology 50 sf/student; Fixed Seating rooms number of seats provided. Fall 2021 capacity instructional rooms assume 195 sf for instructor plus remaining square feet at student capacity noted.

					Room Area	Occupancy Loads	* Occupancy Estimates								
					Total Area (SF)	* Fire Code Capacity	Fall 2021 Room Reduced Room Capacity								
Campus	Building	Room #	Room Type												
				<table border="1"> <tr> <td>Purple — Tier 1</td> <td>In-person lectures prohibited.</td> </tr> <tr> <td>Red — Tier 2</td> <td>Lectures are permitted but must be limited to 25% capacity or 100 people, whichever is fewer, with modifications.</td> </tr> <tr> <td>Orange — Tier 3</td> <td>Lectures are permitted but must be limited to 50% capacity or 200 people, whichever is fewer, with modifications.</td> </tr> <tr> <td>Yellow — Tier 4</td> <td>Lectures are permitted but must be limited to 50% capacity, with modifications.</td> </tr> </table>	Purple — Tier 1	In-person lectures prohibited.	Red — Tier 2	Lectures are permitted but must be limited to 25% capacity or 100 people , whichever is fewer, with modifications.	Orange — Tier 3	Lectures are permitted but must be limited to 50% capacity or 200 people , whichever is fewer, with modifications.	Yellow — Tier 4	Lectures are permitted but must be limited to 50% capacity , with modifications.			
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482 - Chabot College	1400 1400 - TECH-VOC SHOP	1402	210 Class Lab -Machine Tool	2267	45	25									
482 - Chabot College	1400 1400 - TECH-VOC SHOP	1406	210 Class Lab - Transmissions	1153	25	25									
482 - Chabot College	1400 1400 - TECH-VOC SHOP	1414	210 Class Lab -Engines	1217	25	25									
482 - Chabot College	1400 1400 - TECH-VOC SHOP	1416	210 Class Lab -Welding	2805	57	48									
482 - Chabot College	1400 1400 - TECH-VOC SHOP	1418	210 Class Lab - Demonstration	1024	51	25									
482 - Chabot College	1400 1400 - TECH-VOC SHOP	1426	210 Class Lab	6595	50	50									
482 - Chabot College	1400 1400 - TECH-VOC SHOP	1402-C	215 Class Lab Service	284	5	2									
482 - Chabot College	1400 1400 - TECH-VOC SHOP	1402-D	215 Class Lab Service	482	9	5									
482 - Chabot College	1400 1400 - TECH-VOC SHOP	1416-E	215 Class Lab Service	1496	14	9									
					17323	281	214								



Classroom 1402

Machine Tool Lab

MAXIMUM OCCUPANCY

25
(Fall 2021)

USE INSTRUCTIONS

Follow the general COVID-19 safety practices for all employees and all visitors in addition to specific practices developed for the subject area. This includes, but is not limited to:



Medical Screening. Do not use this area and remain at home if you are experiencing symptoms related to COVID-19, test positive or have been exposed to a known or suspected case.



Physical Distancing. Maintain a distance of at least six feet between yourself and others at all times. The greater the distance the better. Do not rearrange tables/chairs, they have been placed to allow at least six feet between students.



Personal Hygiene. Wash hands/use hand sanitizer before and after using the area. Avoid placing personal items on surfaces unless necessary. Cover coughs/sneezes.



Protective Equipment. Wear a face covering/mask which covers the nose and mouth whenever others are present or anticipated to be present in the area.



Environmental Cleaning. Clean and disinfect surfaces you will be frequently touching before and after using the area.

Note: These practices are current as of the revision date. Since the COVID-19 pandemic is evolving rapidly, extra diligence should be used in watching for updates to these practices.



Classroom 1406
Automatic Transmissions Lab

MAXIMUM OCCUPANCY

25
(Fall 2021)

USE INSTRUCTIONS

Follow the general COVID-19 safety practices for all employees and all visitors in addition to specific practices developed for the subject area. This includes, but is not limited to:



Medical Screening. Do not use this area and remain at home if you are experiencing symptoms related to COVID-19, test positive or have been exposed to a known or suspected case.



Physical Distancing. Maintain a distance of at least six feet between yourself and others at all times. The greater the distance the better. Do not rearrange tables/chairs, they have been placed to allow at least six feet between students.



Personal Hygiene. Wash hands/use hand sanitizer before and after using the area. Avoid placing personal items on surfaces unless necessary. Cover coughs/sneezes.



Protective Equipment. Wear a face covering/mask which covers the nose and mouth whenever others are present or anticipated to be present in the area.



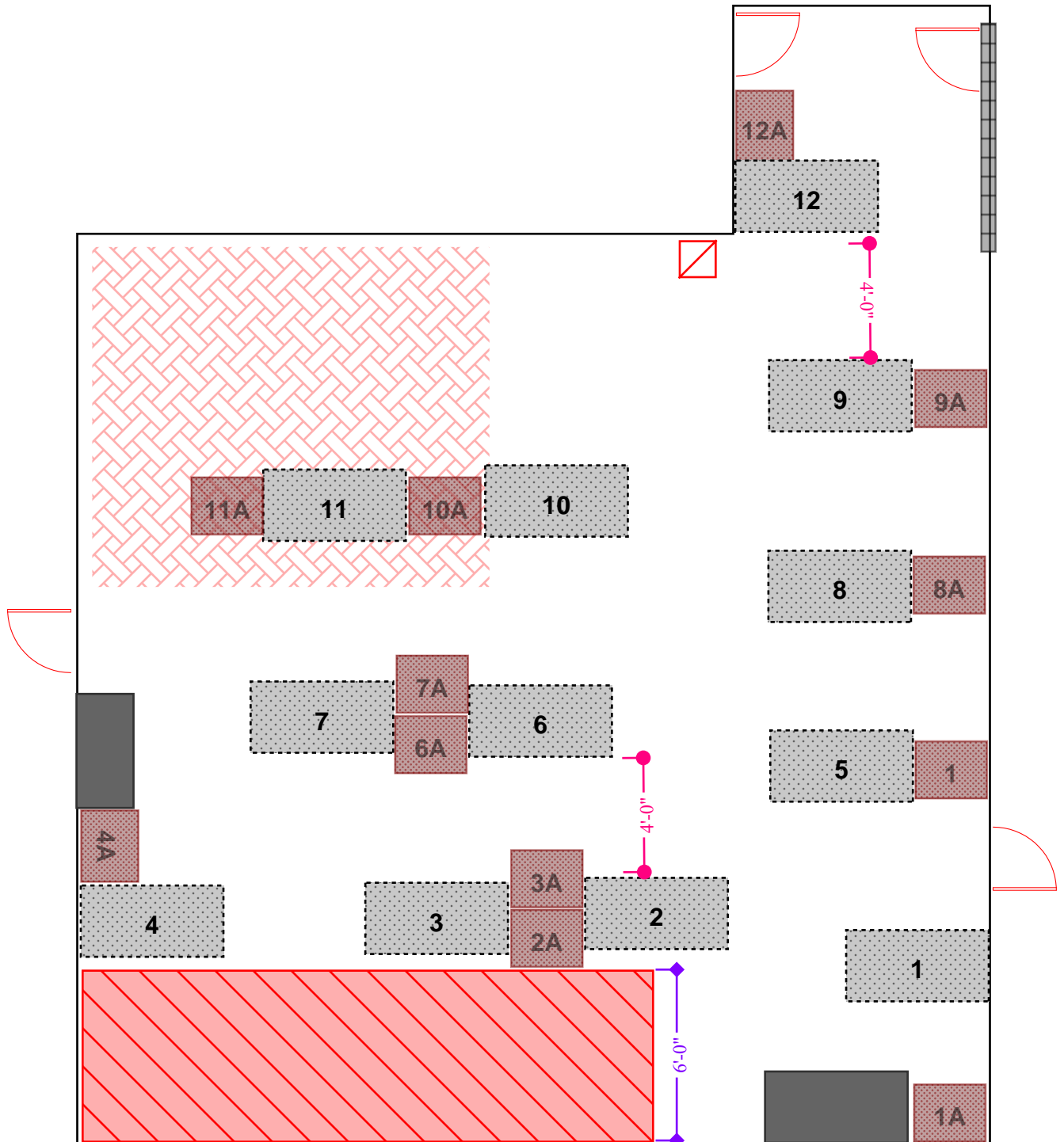
Environmental Cleaning. Clean and disinfect surfaces you will be frequently touching before and after using the area.

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Suggested Occupancy & Layout Chabot College - Room 1406

Legend

Scale: 3/16" = 1'





Classroom 1414

Engines Lab

MAXIMUM OCCUPANCY

24
(Fall 2021)

USE INSTRUCTIONS

Follow the general COVID-19 safety practices for all employees and all visitors in addition to specific practices developed for the subject area. This includes, but is not limited to:



Medical Screening. Do not use this area and remain at home if you are experiencing symptoms related to COVID-19, test positive or have been exposed to a known or suspected case.



Physical Distancing. Maintain a distance of at least six feet between yourself and others at all times. The greater the distance the better. Do not rearrange tables/chairs, they have been placed to allow at least six feet between students.



Personal Hygiene. Wash hands/use hand sanitizer before and after using the area. Avoid placing personal items on surfaces unless necessary. Cover coughs/sneezes.



Protective Equipment. Wear a face covering/mask which covers the nose and mouth whenever others are present or anticipated to be present in the area.



Environmental Cleaning. Clean and disinfect surfaces you will be frequently touching before and after using the area.

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Classroom 1416

Welding Shop

MAXIMUM OCCUPANCY

48
(Fall 2021)

USE INSTRUCTIONS

Follow the general COVID-19 safety practices for all employees and all visitors in addition to specific practices developed for the subject area. This includes, but is not limited to:



Medical Screening. Do not use this area and remain at home if you are experiencing symptoms related to COVID-19, test positive or have been exposed to a known or suspected case.



Physical Distancing. Maintain a distance of at least six feet between yourself and others at all times. The greater the distance the better. Do not rearrange tables/chairs, they have been placed to allow at least six feet between students.



Personal Hygiene. Wash hands/use hand sanitizer before and after using the area. Avoid placing personal items on surfaces unless necessary. Cover coughs/sneezes.



Protective Equipment. Wear a face covering/mask which covers the nose and mouth whenever others are present or anticipated to be present in the area.



Environmental Cleaning. Clean and disinfect surfaces you will be frequently touching before and after using the area.

Note: These practices are current as of the revision date. Since the COVID-19 pandemic is evolving rapidly, extra diligence should be used in watching for updates to these practices.



Classroom 1418

MAXIMUM OCCUPANCY

25
(Fall 2021)

USE INSTRUCTIONS

Follow the general COVID-19 safety practices for all employees and all visitors in addition to specific practices developed for the subject area. This includes, but is not limited to:



Medical Screening. Do not use this area and remain at home if you are experiencing symptoms related to COVID-19, test positive or have been exposed to a known or suspected case.



Physical Distancing. Maintain a distance of at least six feet between yourself and others at all times. The greater the distance the better. Do not rearrange tables/chairs, they have been placed to allow at least six feet between students.



Personal Hygiene. Wash hands/use hand sanitizer before and after using the area. Avoid placing personal items on surfaces unless necessary. Cover coughs/sneezes.



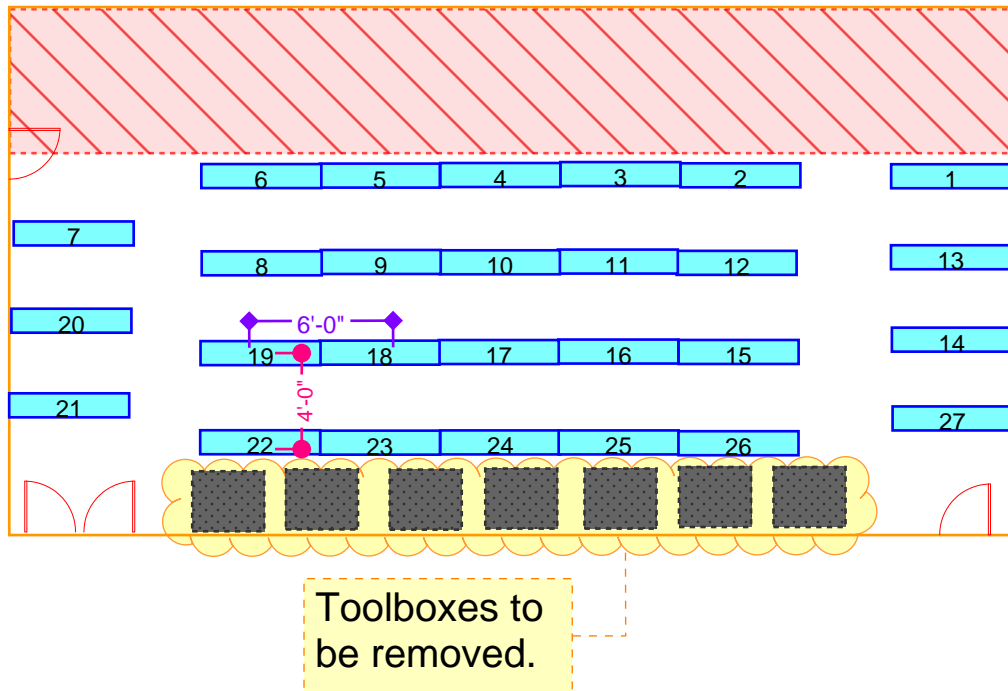
Protective Equipment. Wear a face covering/mask which covers the nose and mouth whenever others are present or anticipated to be present in the area.



Environmental Cleaning. Clean and disinfect surfaces you will be frequently touching before and after using the area.

Note: These practices are current as of the revision date. Since the COVID-19 pandemic is evolving rapidly, extra diligence should be used in watching for updates to these practices.

Suggested Occupancy & Layout Chabot College - Room 1418



Legend

Scale: 1/8" = 1'



Classroom 1426

Automotive Shop

MAXIMUM OCCUPANCY

50
(Fall 2021)

USE INSTRUCTIONS

Follow the general COVID-19 safety practices for all employees and all visitors in addition to specific practices developed for the subject area. This includes, but is not limited to:



Medical Screening. Do not use this area and remain at home if you are experiencing symptoms related to COVID-19, test positive or have been exposed to a known or suspected case.



Physical Distancing. Maintain a distance of at least six feet between yourself and others at all times. The greater the distance the better. Do not rearrange tables/chairs, they have been placed to allow at least six feet between students.



Personal Hygiene. Wash hands/use hand sanitizer before and after using the area. Avoid placing personal items on surfaces unless necessary. Cover coughs/sneezes.



Protective Equipment. Wear a face covering/mask which covers the nose and mouth whenever others are present or anticipated to be present in the area.



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