

## Recommendations for Managing COVID-19 Exposures in Multi-Passenger Vehicle Operations February 8, 2021

This guide provides prevention and mitigation recommendations for DOI managers to consider to reduce the potential for transmission of COVID-19 infections when multiple passengers must travel in the same vehicle or when a vehicle is used in succession by multiple employees. These recommendations are discretionary only and managers are encouraged to consider them on a case-by-case basis depending on the particular facts and circumstances. These recommendations are applicable to travel in planes, helicopters, cars, trucks, fire engines, etc. This document draws on information provided by the Occupational Safety and Health Administration (OSHA), the Centers for Disease Control and Prevention (CDC), and other sources. As an initial matter, managers should consider conducting a risk and hazard assessment prior to departure to ensure the trip is necessary, and if so, to assess risk and plan for implementation of the below recommendations and mitigations.

### RECOMMENDATIONS

**Before Vehicle Use.** Managers are encouraged to consider the following recommendations before vehicle use:

- Encourage employees to conduct a daily self-assessment for all symptoms of COVID-19, including elevated temperature, before starting official travel.
- Encourage employees [if they are sick](#), have recently had a [close contact](#) (within 6 feet for a total of 15 minutes or more) to a person with COVID-19, or are waiting for COVID test results, to not report to the worksite or ride in a shared vehicle with other DOI employees until CDC and local [guidance for quarantine](#) or [discontinuation of isolation](#) criteria are met.
- Encourage employees to consider COVID-19 risks and self-identify with their supervisor if they are at high risk for severe illnesses. Individuals who have [an increased risk of severe illness from COVID-19](#) should consider the risks of travel prior to departure and are encouraged to raise any issues with their supervisor.
- Encourage employees to plan for one person per vehicle or limit the number of passengers in a single vehicle to maximize distancing within the vehicle, whenever possible.
- Encourage employees to [wash their hands](#) with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol before entering a vehicle.
- Encourage employees to wear a mask consistent with DOI guidance when on-duty and during official travel.
- Encourage employees to decline riding in a vehicle if the driver or a passenger(s) is not wearing a face mask consistent with DOI guidance.

- Encourage employees to use a single, assigned vehicle to limit interactions and switching of vehicles if traveling in groups.

## MITIGATIONS

**During and After Vehicle Use.** Managers are encouraged to consider the following recommendations during and after vehicle use:

- Encourage employees to be familiar with information about how to thoroughly disinfect all surfaces inside the vehicle, and commonly touched surfaces outside the vehicle BEFORE and AFTER vehicle use following [CDC guidelines](#).
  - This includes cleaning and disinfecting frequently touched surfaces (e.g. steering wheel, gear shift, door frame/handles, windows, radio/temperature dials, and seatbelt buckles), regularly using an approved disinfectant from [EPA List N: Disinfectants for Coronavirus \(COVID-19\)](#), and following the instructions on disinfectant labels to ensure safe and effective use of the product. This may also include keeping surfaces wet with a disinfectant for a specified period of time, taking precautions such as wearing personal protective equipment (e.g. gloves) when using specific disinfectants, and ensuring good [ventilation](#) while using the product.
  - Special [considerations](#) are encouraged for people with asthma to reduce their risk of an asthma attack when using disinfectants.
  - This also includes CDC's [guidelines](#) for cleaning and disinfection for non-emergency transport vehicles that may have transported passengers with suspected/confirmed COVID-19.
- Encourage employees to refrain from touching surfaces, if possible, when riding in a vehicle.
- Encourage employees to sit as far as possible from the driver, such as in the rear seat diagonally across from the driver. In larger vehicles, such as vans and buses, encourage passengers to sit in the back seat to try and remain at least six feet away from the driver.
- Encourage employees to improve the ventilation in the vehicle, if possible, (for example, open the windows or set the air ventilation/air conditioning on non-recirculation mode).
- Encourage employees to consider CDC [guidance](#) regarding hygienic practices, such as using alcohol wipes to disinfect surfaces or using hand sanitizer containing at least 60% alcohol when, or washing hands with soap and water for at least 20 seconds as soon as possible after, using parking meters and pay stations,
- Encourage employees to wash their hands regularly with soap and water for at least

20 seconds or use an alcohol- based hand sanitizer containing at least 60% alcohol when handwashing facilities are not available. Key times to clean hands include:

- Before, during, and after preparing food;
- Before eating food;
- Before and after using the toilet;
- After nose blowing, coughing, or sneezing;
- Before and after work shifts;
- Before and after work breaks;
- After handling another passengers' personal belongings;
- After putting on, touching, or removing face masks;
- Before wearing and after removing gloves; and
- Before and after pumping gas.