



TO: Department Heads
FROM: Mayor London N. Breed and City Administrator Carmen Chu
RE: Changes to City Offices COVID-19 Safety Protocol
DATE: June 11, 2021

Thank you for the incredible work you and your staff have done to support San Francisco's response and our residents during this pandemic. Based on very low COVID-19 case rates, increasing vaccination, and in connection with the State's planned termination of its *Blueprint for a Safer Economy*, San Francisco's Health Officer has issued a new health order and rescinded a number of previous requirements all of which will be effective June 15, 2021 ([Health Order](#)). Please note, the Health Officer's declaration of a health emergency and the Mayor's proclamation of local emergency will continue to be in effect.

The Health Officer's new order, *Encouraging COVID-19 Vaccine Coverage and Reducing Disease Risks (Safer Return Together)* replaces San Francisco's previously issued *Stay-Safer-At-Home Order*. Generally, the new San Francisco Health Order aligns with State health orders, guidance, and rules, with a few narrow exceptions.

At the same time, Cal/OSHA which promulgates rules around work sites, is considering numerous amendments to its COVID-19 Emergency Temporary Standards (ETS). As of the issuance of this memo, the Cal/OSHA COVID-19 ETS is unchanged from November 2020. However, it is expected that Cal/OSHA will revisit the ETS later this month.

To provide clarity to departments given the actions taken by the State and by San Francisco's Health Officer, and given our responsibility to our employees and public at-large who visit public facilities, the purpose of this memo is to provide updated guidance for our facilities and operations.

While we work through this transition phase in anticipation of updated guidance from Cal/OSHA and other regulatory bodies, San Francisco will continue certain safety measures within our City facilities. Below is a summary of key changes beginning on June 15 that impact most departments.

- There are no capacity limits on businesses, gatherings, or activities.
- Health and safety plans are no longer required, with narrow exceptions. This means departments no longer need to create and submit these plans to the City Administrator and departments are no longer required to prepare and post on-site social distancing protocols or health and safety plans. Limited exceptions

include mega-events, as defined by the State, and schools which must submit health and safety plans to the Health Officer.

- While health and safety plans are no longer required, Cal/OSHA continues to require a written COVID-19 prevention program for all public and private employers ([Cal/OSHA Guidance](#)).
- Symptom check requirements are eased but remain in place. Departments should continue to have employees perform a COVID-19 symptom self-assessment prior to entering the workplace each day.
- There are no longer physical distancing requirements, except in limited instances. However, existing Cal/OSHA regulations continue to generally require physical distancing for employees in all workplaces. Cal/OSHA is expected to revisit these requirements later this month.
- Face Coverings - while the local Health Order no longer requires fully vaccinated individuals to wear a face covering indoors except in particular settings such as healthcare, long-term care, public transit, correctional facilities and shelters, Cal/OSHA regulations continue to require face coverings for all employees in the workplace regardless of vaccination status. Cal/OSHA plans to revisit face coverings and other requirements later this month.
 - Given unchanged Cal/OSHA requirements as of the writing of this memo, the City will continue to require that everyone entering City owned or leased facilities wear face coverings regardless of vaccination status. We will revisit this requirement at the end of June and then provide any additional guidance to departments.
- COVID-19 signage requirements are being eased and limited to just two signs.
 - All businesses and government agencies will be required to post a single sign that provides this message: Get vaccinated; Stay home if sick and talk to your doctor; Wear a mask for added protection; Maximize fresh air; Clean your hands. A template sign to post can be found online as part of the Outreach Toolkit ([COVID-19 Toolkit](#)).
 - Employers are required to post a sign in employee break rooms encouraging employees to get vaccinated ([Get Vaccinated](#)).
- Ventilation - all businesses and governmental entities with indoor operations are urged to review the Ventilation Guidelines and implement ventilation strategies for indoor operations as feasible. There may be separate ventilation requirements that apply to particular settings under federal, state, or local law. Ventilation is discussed as part of DPH's Core Guidance for COVID-19 ([Core Guidance](#)). DPH also has a Ventilation Guidance Worksheet for Improving Ventilation in Indoor Spaces which can help departments conduct a review ([Ventilation Guidance Worksheet](#)).

We realize that even after reading the new Health Order and this memo you will likely have additional questions regarding what it means for your department, so we have scheduled a COVID-19 Department Q & A Session on Teams for Friday, June 18 at 11 am to overview these updates and answer questions. Representatives from the

Department of Human Resources and the Department of Public Health will also be in attendance to help address questions. An invite for this online meeting will be sent out shortly.

Thank you for your continued support in helping our employees, residents, businesses, and each other through this pandemic. As highlighted in the new Health Order, vaccination is the most effective method to prevent transmission and ultimately COVID-19 hospitalizations and deaths. We must continue working together to ensure that as many eligible people as possible get vaccinated.