



**Wayne County Community College District  
 State of Michigan COVID-19 Compliance Health and Safety Summary  
 Effective July 10, 2020**

- Executive Order, 2020-147, July 10, 2020 (Mask)
- Executive Order, 2020-145, July 9, 2020 (Safeguards to protect Michigan’s workers from COVID-19)
- Executive Order, 2020-115, June 5, 2020 (Temporary restrictions on certain events, gathering, and business)

Item	Governmental Source/ WCCCD Compliance Status	Governmental Requirement	Governmental Optional
COVID-19 preparedness and response plan	Executive Order, 2020-145  Completed and posted to web site:  WCCCD/MIPSE Communications and Safety Documents/WCCCD COVID 19 Employee Work Site and Exposure Control Plan	1 All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:  a. Develop a COVID-19 preparedness and response plan, consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration (“OSHA”) and available <a href="#">here</a> .	

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		<p>Within two weeks of resuming in-person activities, a business's or operation's plan must be made readily available to employees, labor unions, and customers, whether via website, internal network, or by hard copy.</p> <p>b. Designate one or more worksite supervisors to implement, monitor, and report on the COVID-19 control strategies developed under subsection (a). The supervisor must remain on-site at all times when employees are present on site. An on-site employee may be designated to perform the supervisory role.</p>	
COVID 19 Employee Training	<p>Executive Order, 2020-145</p> <p>Available: MIPSE can provide training when requested.</p> <p>Normal process, contact Campus President or Vice Chancellor.</p> <p>Contact Union Representative.</p>	<p>1 All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:</p> <p>c. Provide COVID-19 training to employees that covers, at a minimum:</p> <ol style="list-style-type: none"> <li>1. Workplace infection-control practices.</li> <li>2. The proper use of personal protective equipment.</li> </ol>	

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		<ol style="list-style-type: none"> <li>3. Steps the employee must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.</li> <li>4. How to report unsafe working conditions.</li> </ol>	
Daily Entry Screening	<p>Executive Order, 2020-145</p> <p>Established at all WCCCD Locations.</p> <p>Written protocols for all locations have available.</p>	<ol style="list-style-type: none"> <li>1. All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:               <ol style="list-style-type: none"> <li>d. Conduct a daily entry self-screening protocol for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID-19.</li> </ol> </li> </ol>	
Social Distancing	<p>Executive Order, 2020-145</p> <p>Spaces continue to be redesigned to provide for social distancing.</p>	<ol style="list-style-type: none"> <li>1. All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:               <ol style="list-style-type: none"> <li>e. Keep everyone on the worksite premises at least six feet from one another to the maximum extent possible, including through the use of ground markings, signs,</li> </ol> </li> </ol>	

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		and physical barriers, as appropriate to the worksite	
Face Covering	<p>Executive Order, 2020-147</p> <p>Available: MIPSE distributes face mask throughout the District.</p> <p>Mask available at each location employee/vendor health screening table.</p>	<p>Section 1 Any individual who leaves their home or places of residence must wear a face covering over their nose and mouth.</p> <p>a. When in any indoor public space</p>	
Face Shields	<p>Executive Order, 2020-145</p> <p>Available: MIPSE distributes face shields throughout the District.</p> <p>Employees may request a shield from the location administrator</p>		<p>1 All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:</p> <p>f. Require face coverings to be worn when employees cannot consistently maintain six feet of separation from other individuals in the workplace, and consider face shields when employees cannot consistently maintain three feet of separation from other individuals in the workplace.</p>

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Increase facility cleaning and disinfection	<p>Executive Order, 2020-145</p> <p>Giant Janitorial has developed a WCCCD onsite protocol.</p> <p>Provides employee access to cleaning and disinfecting products to perform additional cleaning.</p> <p>MIPSE conducts a district wide cleaning and disinfecting inventory weekly</p>	<p>1. All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:</p> <p>h. Increase facility cleaning and disinfection to limit exposure to COVID-19, especially on high-touch surfaces (e.g., door handles), paying special attention to parts, products, and shared equipment (e.g., tools, machinery, vehicles).</p> <p>i. Adopt protocols to clean and disinfect the facility in the event of a positive COVID-19 case in the workplace.</p>	
Availability of cleaning supplies and handwashing	<p>Executive Order, 2020-145</p> <p>Each location has a PPE table and cleaning supplies to perform additional cleaning at the entrance.</p> <p>All restrooms have soap and water.</p>	<p>1. All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:</p> <p>j. Make cleaning supplies available to employees upon entry and at the worksite and provide time for employees to wash hands frequently or to use hand sanitizer.</p>	
Employee COVID 19 identification process	<p>Executive Order, 2020-145</p> <p>District developed and executed a Human</p>	<p>1. All businesses or operations that require their employees to leave the</p>	

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	Resource COVID 19 Response Task Force.	<p>homes or residences for work must, at a minimum:</p> <p>k. When an employee is identified with a confirmed case of COVID-19:</p> <ol style="list-style-type: none"> <li>1. Immediately notify the local public health department, and</li> <li>2. Within 24 hours, notify any co-workers, contractors, or suppliers who may have come into contact with the person with a confirmed case of COVID-19.</li> </ol> <p>l. An employer will allow employees with a confirmed or suspected case of COVID-19 to return to the workplace only after they are no longer infectious according to the latest guidelines from the Centers for Disease Control and Prevention (“CDC”) and they are released from any quarantine or isolation by the local public health department.</p>	
Response plan of confirmed cases	<p>Executive Order, 2020-145</p> <p>Completed and posted to web site:</p> <p>WCCCD/MIPSE Communications and</p>	<p>1. All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:</p> <p>n. Establish a response plan for dealing with a confirmed infection in the</p>	

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	Safety Documents/WCCCD COVID 19 Employee Work Site and Exposure Control Plan	workplace, including protocols for sending employees home and for temporary closures of all or part of the workplace to allow for deep cleaning.	
Remote Work	Executive Order, 2020-145 Executive Order, 2020-115  Developed a WCCCD Administrative Memo Remote Work Draft	Executive Order, 2020-145 1. All businesses or operations that require their employees to leave the homes or residences for work must, at a minimum:  q. Promote remote work to the fullest extent possible.  Executive Order, 2020-115 4, Work that can be performed remotely (i.e., without the worker leaving his or her home or place or residence) should be performed remotely.	