

Guidelines for Van Use during COVID-19 Restrictions

Department of Biology

The following guidelines were developed by the department using CDC recommendations:

<https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/rideshare-drivers-for-hire.html>

<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/using-transportation.html>

Driver/Passenger Responsibilities:

1. The driver should limit the number of passengers in the vehicle to only those necessary. Restrict the number of passengers to maintain social distancing.
2. The driver should ensure there are adequate cleaning supplies in the van before allowing passengers to enter the vehicle (i.e. disinfectant spray or disposable wipes, gloves, and disposal trash bags).
3. The driver should also make sure each passenger has access to hand sanitizer and tissue (e.g. Kleenex).
4. The driver and all passengers must wear face masks or appropriate cloth face coverings that cover their mouths and noses at all times while traveling in the van.
5. All vehicle occupants must practice proper hand hygiene and respiratory etiquette.
 - a. Before entering the vehicle, wash your hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol.
 - b. Avoid touching your eyes, nose, and mouth with unwashed hands.
 - c. Cover your mouth and nose with tissues if you cough or sneeze. Dispose of the used tissues in a trash bag after exiting the vehicle.
 - d. After traveling in the van, wash your hands again with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol as soon as possible upon arrival.
6. Once the van reaches its destination, the occupants should disinfect their area (see Clean and Disinfect below).
7. The driver is responsible for making passengers aware of the van guidelines.

Limit contact

1. Tell the passenger to sit in the back seat; do not let passengers sit in the front seat.
2. Avoid close contact with passengers, when possible (maintain social distancing guidelines at all times (i.e. 6- foot separation)
3. Passengers must sit six feet from the driver and from each other.
4. Passengers should handle their own personal belongings.
5. Avoid using the recirculated air option for the car's ventilation during passenger transport; use the car's vents to bring in fresh outside air, open the vehicle windows. Or set the air ventilation/air conditioning on non-recirculation mode.
6. Avoid contact with surfaces frequently touched by passengers or other drivers, such as door frame/handles, windows, seatbelt buckles, steering wheel, gearshift, signaling levers, and other vehicle parts.

Clean and Disinfect

1. Follow the directions on the cleaning product's label. For the cleaning solution Winthrop provides, disinfecting surfaces should remain wet for 2 minutes. Wipe dry with a paper towel if necessary.
2. Van occupants (van driver and passengers) should spray cleaning solution on surfaces they touched. If paper towels and/or wipes are used, they should be disposed of in disposable trash bags.
3. The driver is responsible for making sure the van is clean and disinfected, especially frequently touched surfaces in the vehicle at the beginning and end of each use, and between transporting passengers (i.e. seats door frame/handles, seatbelt buckles, steering wheel, gearshift, signaling levers).