

June 29, 2020



American Red Cross
Northern California
Coastal Region

Dear Northern California Coastal Region,

As the COVID-19 pandemic continues to impact almost every aspect of our service delivery, the Red Cross is quickly adapting to ensure everyone's safety while we continue to fulfill our lifesaving mission. From instituting virtual responses to daily disasters like home fires, to enhancing safety protocols at blood drives, the Red Cross remains committed to providing help and hope during this public health emergency.

As a reminder, all our Red Cross buildings in Northern California Coastal Region remain closed except for approved mission-critical operations (blood collection, disaster response, and CPR classes) in some buildings with only essential staff. We have the following risk mitigation actions in place to ensure the safety of our employees, volunteers, and community members:

- Requiring self-screening (see attached) before entering all Red Cross facilities;
- Requiring face masks or coverings of all persons entering and using Red Cross facilities;
- Sanitizing our buildings after a class, blood drive or significant use;
- Social distancing (6 feet between people) amongst students, donors, and our workforce.

At this time, the only reasons volunteers or employees should be in any of our buildings are to:

- Staff blood collection operations
- Teach first aid and CPR classes
- Repair and maintain the fleet and the facilities
- Pick up supplies for MEPS program and veterans comfort kits and face mask programs
- Pick up CACs, comfort kits, and other materials for disaster response
- Pick up the mail

We want to know who has entered our buildings in order to sanitize our building after significant use. Therefore, any volunteer or employee needing to go into one of our buildings needs to inform their supervisor. Thank you for your attention to this so that we can ensure the health and safety of all who enter our buildings. As always, thank you for your commitment to our vital mission.

Take care,

Jennifer

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Attachment: https://volunteerconnection.redcross.org/ama/orig/emails/155/3/Self-screening-guidance_COVID-19_4.7.20.docx