

Nachusa Grasslands COVID-19 Workday Safety Protocols for **STEWARDS**

November 2021

All workday leaders will meet their volunteers at the Visitor Center.

- Due to the Morton building construction and COVID-19 safety procedures, workday volunteers will no longer gather at the Headquarters. Everyone will meet at the Visitor Center.

Leader Supplies in the Visitor Center Closet — combination 2075 (the VC address); **RELOCK!**

- In a Workday-labeled bucket, leaders will find:
 - **Liability forms** to sign if volunteers forget to bring their signed one. Place any forms they bring from home in the bucket, and Dee will collect them.
 - **Extra disposable masks** — if someone forgets to bring one
 - **Sanitizing spray and rag** (4 tsp to 32 oz of water)— provide the spray/rag for volunteers to sanitize their buckets, clippers, tools etc. if they choose.

Signups:

- Volunteers must register in advance via SignUpGenius:
<https://www.signupgenius.com/go/5080945afa82baafb6-nachusa8>
- Stewards sign up to lead a workday using a different SignUpGenius page:
<https://www.signupgenius.com/go/5080945afa82baafb6-nachusa3>
Workdays will be limited to 6 volunteers plus the steward leader. **State in the workday signup if you want fewer than 6 on your day.**
- If you have walk-ins who have brought all the required equipment and you have not exceeded the numbers limit, you may accept them. Otherwise, graciously turn them away and ask them to sign up for a future workday.

Stewards and volunteers should bring:

- Masks (required) [A few masks will be in the VC closet for folks who forget theirs.]
- Work gloves (required). **Bring extra in case people forget to bring them.**
- Water and snacks — snacks and drinks **will not be provided** to share as long as the COVID-19 virus is an issue. Everyone should bring their own food and drinks.

Stewards bring:

- Scissors, snips, loppers, gloves and safety glasses (as needed).

Health status inquiries:

- **State that no volunteer needs to share their personal medical information with the group. If needed, individuals can speak with leader privately before leaving on the workday.**
- Stewards should also request that volunteers notify Nachusa Grasslands if they develop COVID-19 within two weeks of volunteering.

Mask requirements:

- Masks are not required as the group gathers before the workday, as long as everyone is well spaced.
- Masks are not required when participants are out in the field.
- If more than one steward/volunteer is in a truck cab, or in close proximity in a truck bed, or UTV, **MASKS MUST BE WORN.**

Sanitation requirements —Provided in the workday bucket (found in the Visitor Center closet) is a rag and disinfectant for anyone who wants to sterilize their equipment. However, stewards will no longer be required to sanitize everything.

Transportation when driving to the worksite:

- If possible, the steward may have volunteers drive their own vehicles to the worksite.
- Two people may ride in in the cab, but **MASKS** are **REQUIRED**. Always drive with the windows open.
- Transportation in the truck bed: masks are required if sitting in close proximity to one another.