9.3 **SUGGESTED INTERIM GUIDANCE ON TRAVEL BY BUS OR VAN [5/15/20]**

The following provides suggested general guidance and procedures while travelling by bus, van, or other communal vehicles. Recommendations are made for camp administration, vehicle driver/operators, passengers (e.g., campers and camp staff), and custodial staff.

Note: Vehicular means of transportation are recommended only when necessary. If the destination can reasonably be reached by other means (walking, jogging, bicycling, hiking, etc.), it may be beneficial to plan travel to the destination using those alternatives.

**ADMINISTRATION**

- Maintain a roster of qualified, trained, and licensed staff to fill critical transportation positions.
- Stock disposable gloves, facemasks, and cleaning supplies. Enact a plan for the distribution, disposal, cleaning (when appropriate), and resupply of these items.
- Instruct transportation staff to report respiratory illness symptoms to their supervisors or camp administration.
- **Best practice:** All transportation employees are screened at the beginning of their shifts for signs of illness.
- Actively encourage sick employees to stay home and implement flexible sick leave.
- Provide staff and campers with access to soap and clean running water or alcohol-based hand sanitizer, and face masks. Train staff and campers on proper hand washing and sanitizing procedures.
- **Best practice:** Vehicle operators should wear N95 respirators while carrying passengers. Employees must be medically cleared, fit-tested and trained to wear N95 respirators on an annual basis.
- Provide custodial staff with [EPA-approved disinfectants](#) for vehicle cleaning.
- If possible, use larger vehicles or a greater number of vehicles in order to allow passengers to maintain greater physical distance.
- Reduce the number of available seats in order to increase physical distance between passengers. Mark restricted seats using signage, decals, colored string, tape, etc.
- **Best practice:** Leave several front rows of seating unavailable to maintain social distance for the driver/operator.
- If the same vehicle will be used multiple times, assign seats to campers so they occupy the same space each time. Clean and disinfect the vehicle between use.
- If possible, seek vehicles with clear, impermeable barriers between operators and rest of the cabin. Options include plexiglass, or flexible plastic sheeting. This equipment must be used only according to manufacturer and vehicle safety guidelines.
CAMPERS AND STAFF AS PASSENGERS

- Do not board if you are sick or experiencing any flu-like symptoms.
- Wash or sanitize hands before boarding bus, van, or vehicle.
- Practice good hygiene: cough or sneeze into your elbow and avoid touching your mouth, nose, and eyes.
- If possible, maintain physical distance by maximizing distance between yourself and other passengers.
- Wear a facemask while riding in the vehicle.
- If re-boarding the vehicle, sit in the same seat, or your assigned seat, each time.
- When exiting, remove all belongings and discard all waste.

VEHICLE OPERATORS

- Do not operate if you are sick or experiencing flu-like symptoms.
- At a minimum, wear a facemask. Ensure face mask does not impact vision or the ability to operate the vehicle safely.
- Wear appropriate gloves. Ensure gloves do not impact the ability to operate the vehicle safely.
- **Best practice:** Wear an N95 respirator. Employees must be medically cleared, fit-tested and trained to wear N95 respirator annually. Ensure respirator does not impact vision or the ability to operate the vehicle safely.
- Maintain physical distance by limiting interactions with passengers.
- When possible and safe to do so, operators should open windows prior to campers boarding. If not possible nor comfortable to open windows, set ventilation system to high. Do not recirculate conditioned air.
- Wash hands using soap and water for at least 20 seconds or disinfect hands using alcohol-based hand sanitizer before and after work shifts and breaks, and after touching frequently touched surfaces.

CLEANING AND DISINFECTION PERSONNEL

- Do not work if you are sick or experiencing flu-like symptoms.
- Wear disposable gloves and a facemask.
- **Best practice:** Disposable gowns are worn during cleaning and disinfection.
- Clean and disinfect vehicles daily. **Best practice:** Clean and disinfect the vehicle before and after each use during the day.
- Always clean and disinfect the vehicle’s commonly touched surfaces between user groups or route runs.
- If hard non-porous surfaces (e.g., hard seats, handles, doors, windows, etc.) are visibly dirty, clean them with a detergent or with soap and water before disinfecting.
Disinfect hard non-porous surfaces using the following:
- **EPA Registered Antimicrobial Products for Use Against Novel Coronavirus SARS-CoV-2.**
- Diluted household bleach products. Add 5 tablespoons (1/3 cup) of bleach to a gallon of water or 4 teaspoons of bleach to a quart of water. Do not use in conjunction with ammonia-based solutions.
- Alcohol-based solutions containing at least 70% alcohol.

If soft or porous surfaces (e.g., fabric seats, upholstery, carpets) are visibly dirty, clean them using appropriate cleaners and then disinfect soft or porous surfaces using **EPA Registered Antimicrobial Products for Use Against Novel Coronavirus SARS-CoV-2.**

If frequently touched electronic surfaces (e.g., cabin controls, touch screens, lights) are visibly dirty, clean them using products appropriate for use on electronics.

Disinfect electronic surfaces according to the manufacturer’s recommendations. If none exist, use alcohol-based solutions containing at least 70% alcohol.

Remove and dispose of gloves, masks, and gowns (if applicable) immediately upon exiting the vehicle.

Immediately after cleaning and disinfection (and before taking breaks), wash hands using soap and water for at least 20 seconds or disinfect hands using alcohol-based hand sanitizer.

If disposable gowns are not worn, immediately launder cloths (or uniform) worn using the warmest appropriate water and dry completely. Wash hands immediately after handling dirty laundry. See the *Cleaning* section for more details on laundry practices.

For more information, follow **CDC guidance on cleaning and disinfecting.**

**FOR FURTHER INFORMATION:**