

Enrichmond Foundation

Updated Volunteer Policies & Protocols

To help us care for one another, we recommend all volunteers adhere to Enrichmond Foundation's updated safety precautions:

You may NOT volunteer if you have:

- Experienced COVID-19 related symptoms in the last 14 days (i.e. cough, fever, or any respiratory illness)
- Been near someone who is sick, or if you or anyone in your household have been in close contact with anyone who is confirmed to have COVID-19.
- Traveled to any foreign country, traveled by cruise, or been in contact with someone who has traveled, in the last 14 days.
- Been to an event with more than 50 people within the last 14 days.

Enrichmond Foundation will only accept volunteers on any site if the volunteer has registered for the opportunity on our volunteer website, HandsOn Greater Richmond (<https://www.handsonrva.org/opportunity/a0C1J00000IA3w7UAD>).

Any exceptions will be at the discretion of the Volunteer Manager onsite.

Sanitation and Safety Practices on Site:

PPE (Personal Protection Equipment):

- MASKS MUST BE WORN AT ALL TIMES WHILE VOLUNTEERING.
- Volunteers and all Staff will wear proper PPE, which is gloves and MASKS, at all times.
- Discard any Enrichmond issued PPE into bins marked 'Dirty PPE' at the end of your volunteer shift for proper disposal.
- Used tools will be wiped down after use with on-site cleaners.

Hand washing:

- The onsite work area has 2 restrooms and a hand washing station. (Restrooms are sanitized daily)
- If soap and water are not readily available, use hand sanitizer. Each onsite work area has sanitizer stations and there is a station located near the Tool Container and Porta-Potty.

Other Sanitation Guidelines:

- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your cough and sneezes with your elbow or tissue.
- Clean any used spaces thoroughly before and after use.
- Maintain a social distance of 6 feet apart when possible.

Volunteers will be sent home:

- If they do not adhere to these protocols.
- If they have not signed up online for the shift that day.
- Have a temperature of 100.4 & above. We will take temperatures at the start of each shift with a No Touch Thermometer.

