

Farm Employee Training/ Management

Berkshire Grown – May 2020

Available Resources

Compiled by Andrea Caluori

Safety Protocols in Workplace

- **Face Masks**

- Face coverings (bandana, dust masks, scarves) that can cover nose and mouth securely.
- To be used if employees cannot maintain social distancing of 6 feet apart.
- If you need face coverings – please let us know.

ONLINE RESOURCE: Face Masks in Food and Agriculture

<https://www.fda.gov/food/food-safety-during-emergencies/use-respirators-facemasks-and-cloth-face-coverings-food-and-agriculture-sector-during-coronavirus>

Details how masks should fit and what can be used as a face mask covering.

Safety Protocols in Workplace

Hand Hygiene

ONLINE RESOURCE: Hand Hygiene: When and how to wash your hands

<https://www.fda.gov/food/food-safety-during-emergencies/use-respirators-facemasks-and-cloth-face-coverings-food-and-agriculture-sector-during-coronavirus>

Safety Plans

ONLINE RESOURCE:

<https://www.mass.gov/doc/mdar-covid-19-fruit-and-vegetable-memo/download>

1. Stay Away from produce if sick
2. Practice Social Distancing
3. Wash your hands
4. Cleaning, Sanitizing, and Drying
5. Plan for Change

Safety Protocols in Workplace

Inform Employees of Protocols

ONLINE RESOURCE: <https://agworkforce.cals.cornell.edu/>

- Employer Action Steps on talking with employees about coronavirus
- Printable CDC fact sheets and posters to post in workplace
- CDC guidance for cleaning
- Employee communications surrounding symptoms

Cleaning & Disinfecting

ONLINE RESOURCE:

https://blog.uvm.edu/cwcallah/files/2020/04/UVM-Ext-A-Guide-to-Cleaning-Sanitizing-and-Disinfection-Fact-Sheet-v2.0_.pdf

<https://blog.uvm.edu/cwcallah/files/2020/03/Considerations-for-Fruit-and-Vegetable-Growers-Related-to-Coronavirus-COVID-19-v2F.pdf>

Guidelines of cleaning & disinfecting for fruits and vegetable growers

<https://www.mass.gov/doc/mdar-bulletin-10-cleaning-and-sanitizing-guidance-for-fruits-and-vegetables-growers/download>

Farm Stand, Market & PYO Protocol

Inform Employees of Sales Protocols

- **ONLINE RESOURCE:**

<https://www.mass.gov/doc/covid-19-guidance-for-farmers-markets-farm-stands-and-csas/download>

Best practices and requirements for selling produce at market and at farm stand. Gloves, money handling, cleaning & disinfecting surfaces.

ONLINE RESOURCE: Best practices farm store/stand Checklist.

<https://www.buylocalfood.org/upload/temp/FarmStandsandFarmStoresChecklist.pdf>

Pick Your Own/Agritourism

ONLINE RESOURCE:

<https://www.mass.gov/doc/mdar-bulletin-16-farm-pick-your-own-pyoagricultural-tourism-activities/download>

Highlights use of employees wearing gloves and face coverings when harvesting crops during pick your own operations. Farm staff must utilize disposable gloves at all times during PYO operations. This document also outlines cleaning, sanitizing and disinfecting protocols during PYO operations.

Employee Leave & Unemployment Insurance

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ONLINE RESOURCE:

<https://www.congress.gov/bill/116th-congress/house-bill/6201/text>

Families first Coronavirus Response Act

ONLINE RESOURCE:

<https://www.dol.gov/agencies/whd/pandemic/ffcra-questions>

United States Department of Labor FAQ – Families First Coronavirus Response Act

ONLINE RESOURCES:

<https://www.buylocalfood.org/resources-for-farmers/labor-law-and-management/unemployment-insurance/>

<https://www.mass.gov/info-details/unemployment-insurance-benefits-and-returning-to-work-guide-for-employers>

COVID-19 Testing

The Big E in West Springfield is now providing free testing for COVID-19 to anyone working on a farm. Testing is done Monday through Friday 8am to 4pm and Saturday 8am to 12pm.

To get a test, you or your employees must make an appointment by calling the **Call Center at 855-563-7510** and answering the following questions: person's name, address, phone number, email, date of birth, and employer.

When people arrive for their appointment at the Big E testing site, they must be in a vehicle. They will need some type of identification that at a minimum has their name on it such as a birth certificate, passport, drivers' license, Work ID, library card, or a bill such as utility, phone, etc. At the testing site, each person being tested will be given information on how to access results online or on the phone.

If a farm has a suspected outbreak and needs 10 or more people tested, the Call Center has requested that CISA coordinate testing. Call CISA's COVID-19 testing hotline at 413-551-2640. CISA staff will walk you through the steps and arrange with the Call Center for appointments. Any questions, call the hotline and a CISA staff person will call you back.

Exposure

Pre-Screen: Employers should measure the employee's temperature and assess symptoms prior to them starting work. Ideally, temperature checks should happen before the individual enters the facility.

Regular Monitoring: As long as the employee doesn't have a temperature or symptoms, they should self-monitor under the supervision of their employer's occupational health program.

Wear a Mask: The employee should wear a face mask at all times while in the workplace for 14 days after last exposure. Employers can issue facemasks or can approve employees' supplied cloth face coverings in the event of shortages.

Social Distance: The employee should maintain 6 feet and practice social distancing as work duties permit in the workplace.

Disinfect and Clean work spaces: Clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment routinely.

Confirmed Case

Sick workers should stay home or go home if they develop symptoms during the work day.

Workers who have [symptoms](#) (e.g., fever, cough, or shortness of breath) should notify their supervisor and stay home or go home.

Sick workers should follow [CDC-recommended steps](#). Workers should not return to work until they meet all the criteria to [end home isolation](#), in consultation with healthcare providers.

Employers should:

Close off areas used by the person who is sick.

Clean and disinfect a sick worker's workspace. Wait 24 hours or, if 24 hours is not possible, as long as practical before you clean or disinfect.

Open outside doors and windows to increase air circulation in the exposed area, if reasonable given food safety regulations.

Collect information about the worker's contacts among co-workers, up to 2 days prior to symptom onset, to identify other workers who could be considered exposed.

If a worker is confirmed infected, inform fellow workers of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act. The employer should instruct fellow workers about how to proceed based on the

[CDC Public Health Recommendations for Community-Related Exposure](#).

Other Resources

<http://www.ncfh.org/covid-19.html>

National Center for Farmworker Health, Inc.

<https://www.buylocalfood.org/resources-for-farmers/tipsheets/covid-19-resources/>

Community Involved in Sustaining Agriculture – entire section on employee management resources

<https://smallfarms.cornell.edu/2020/04/building-resilience-with-labor-and-workforce-planning/>

Cornell Small Farms Program – Building Resilience with labor and workforce planning

<https://smallfarms.cornell.edu/resources/farm-resilience/>

Cornell Small Farms Program – Building Farm Resilience During COVID-19

<https://www.buylocalfood.org/resources-for-farmers/labor-law-and-management/laws-on-employee-leave/>

Community Involved in Sustaining Agriculture – entire section explaining employee leave during COVID-19

<https://www.fda.gov/food/food-safety-during-emergencies/what-do-if-you-have-covid-19-confirmed-positive-or-exposed-workers-your-food-production-storage-or> - FDA, what to do if you have a

confirmed positive case or exposed worker

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