



March 4, 2022

Seattle Housing Authority

Contractor/Vendor COVID-19 Protocol

The Seattle Housing Authority (SHA) is committed to protecting the health and safety of tenants, staff, partners, contractors, and vendors during the COVID-19 pandemic. This Contractor/Vendor COVID-19 Protocol covers the following:

- 1. Public Health Guidelines and Directives**
- 2. In the Event of Reported Cases**
- 3. Expectations of Contractors/Vendors**

1. Public Health Guidelines and Directives

Effective March 12th, Washington State, the Department of License and Inspections and King County Public Health have lifted most COVID related public health protocols, with the with exceptions for health care, public transit and several other select settings. SHA will continue to follow Public Health guidance and monitor for any changes.

Effective March 12th, 2022, SHA will lift the majority of our COVID protocols for employees and contractors.

Any Employees or Contractors who appear to have symptoms (i.e., fever, cough, or shortness of breath) upon arrival at work or who become sick during the day will be immediately separated from other employees, customers, and visitors and sent home. Contractors are required to have a COVID exposure response protocol that meets Labor and Industry's requirements.

2. In the Event of Reported Cases of COVID-19

It is important to note that while SHA has no reason to doubt credible reports of a positive test for COVID-19, SHA is not able to confirm a diagnosis or test results for coronavirus. Public health officials and medical staff will not disclose or confirm the information for medical privacy reasons. Also, for privacy reasons, SHA is not able to share names or other identifying information unless a person chooses to have their medical or other information shared. What we can share, after internal tracing procedures, is that someone in an SHA building or an SHA employee has reported a positive test.

3. Expectation of Contractors/Vendors

To protect SHA residents, staff, partners and the community, SHA contractors must:

- Instruct workers on proper hygiene and sanitation measures to prevent transmission of

COVID-19

- Provide any needed or required Personal Protective Equipment (PPE) to workers
- Inquire before entering a work area if anyone present is ill or presenting symptoms of COVID-19, in which case they are not expected to enter the area and the contractor shall notify SHA immediately. (SHA will provide signs with this question in multiple languages for contractors to hold up and ask non-English speakers to point to Yes or No)
- When entering occupied units, contractors must inquire with the household whether they would feel more comfortable if they wore a mask and respect the wishes of the household.
- Report any issues in the field, or with parts availability, staffing, etc. immediately to SHA

This notice is being sent to you for informational purposes only and does not constitute an amendment to any contract or agreement you may have with SHA nor does anything in this notice constitute a waiver of any of SHA's rights, remedies, or defenses.