

Policies for Resuming Consumer Food Safety Programming During the COVID-19 Pandemic (08/25/2020)

General Policies

- All federal, state, county and city governments and WSU policies, including your local county Extension office policies, must be adhered to. When there is a conflict in policies, the more stringent policies supersede.
- If the State of Washington has developed industry-specific guidelines for your area or department, those guidelines must be followed.
- Follow the guidance below that corresponds with the phase for the county in which the work is being performed.
- You must follow your county office's social distancing and disinfection plan. Masks must be worn, per the Governor's proclamation.
- Disinfect surfaces and objects in-between clients.
- Per WSU policy, WSU Master Food Preservers will continue to only operate via technology.
- As this is an evolving situation, policies may be revised at any time.

Phase I, Modified Phase I, Phase II

Testing pressure canner gauges

- If allowed by your county office, pressure canner gauge testing may be performed by appointment only.
- Only one client may be served at any given appointment time.
- In order to avoid multiple client visits to the office, gauges should be checked and returned to the client during the same visit whenever possible.
- Each office must have a plan in place to ensure that proper distancing and disinfection can occur for testing of gauges. A plan for maintaining social distancing must be in place for facilitating the transfer of pressure gauges between office personnel and the client, including when gauge-testing paperwork is completed and signed. For example, incorporation of a table for transferring the canner lid between extension personnel and the client may be beneficial. Anyone performing pressure gauge testing must be trained and abide by these policies.
- Testing of pressure gauges may be performed at Farmer's Markets and other open-air facilities, provided that the event is approved under federal, state, and local government policies.
- Testing of pressure gauges at facilities such as supermarkets, hardware stores, and libraries is not allowed due to the inability to control social distancing.

Workshops/Training

- Workshops and trainings may only be held via virtual interface. In-person trainings are not allowed, unless you have obtained prior approval from WSU Extension administration and the county where the training will be held.

Exam proctoring

- Exam proctoring may occur at WSU Extension offices by appointment only.
- Social distancing and disinfection protocols must be in place for exam proctoring.
- You may only proctor an exam for one client during any given time.
- Proctoring may occur off-site provided that social distancing and disinfection protocols can be carried out.

Phase III and IV

Testing pressure canner gauges

- If allowed by your county office, pressure canner gauge testing may be performed by appointment only.
- Only one client may be served at any given appointment time.
- In order to avoid multiple client visits to the office, gauges should be checked and returned to the client during the same visit whenever possible.
- Each office must have a plan in place to ensure that proper distancing and disinfection can occur for testing of gauges. A plan for maintaining social distancing must be in place for facilitating the transfer of pressure gauges between office personnel and the client, including when gauge-testing paperwork is completed and signed. For example, incorporation of a table for transferring the canner lid between extension personnel and the client may be beneficial. Anyone performing pressure gauge testing must be trained and abide by these policies.
- Testing of pressure gauges may be performed at Farmer's Markets and other open-air facilities, provided that the event is approved under federal, state, and local government policies.
- Testing of pressure gauges outside of WSU Extension offices or approved open-air markets/facilities (e.g. supermarkets, hardware stores, libraries) can occur provided that:
 - The activity is not prohibited by other federal, state, local or WSU policies.
 - Hand washing facilities and/or hand sanitizers are available and used between each client.
 - Surfaces are disinfected in-between clients.
 - Masks must be worn by Extension personnel.
 - Social distancing can be maintained.

- If the above cannot be performed, then the activity is prohibited.

Workshops, Training and Exam Proctoring

- Workshops, trainings, and exam proctoring may be held in-person provided that:
 - The activity is not prohibited by other federal, state, local or WSU policies.
 - Hand washing facilities and/or hand sanitizers are available and used between each client.
 - Surfaces are regularly disinfected (at least every 2 hours).
 - Masks are worn by Extension personnel.
 - Masks are worn by clients in accordance with the State of Washington.
 - Social distancing can be adequately maintained.
 - Class size does not exceed 10 participants in addition to maintaining 6 feet of distance between participants. Allowable class gathering size is subject current limitations for your county and location phase.
- Exam proctoring may occur off-site provided that social distancing and disinfection protocols can be carried out.