



Phase One: Re-Opening for Dogs for Better Lives

In our **Phase One** approach to reopening DBL we will be strictly following the guidance of the governor's orders. As part of the three phased approach, phase one will be the beginning towards resuming normal operations at DBL with our commitment to providing a safe environment for our people and dogs. During phase one we will have the trainers report back to campus to resume dog training. This is in addition to the kennel staff and minimal administration staff needed for essential functions. All other staff will remain working from home during this phase. The following requirements will also go into effect with phase one:

- All visits to campus by non-essential admin, trainers and kennel staff will be coordinated through HR to limit the # of people on campus at one time.
- All employees reporting to work will be screened for respiratory symptoms and have their body temperature taken as a precautionary measure to reduce the spread of COVID-19. You will report to the GAZEBO for this screening BEFORE beginning work.
- There will be no gatherings of more than 5 people permitted on campus (less if the ability to maintain the 6ft recommended social distancing cannot be maintained). Please try to coordinate Teams meetings, phone calls, emails whenever possible.
- A mask needs to be worn by all staff IF proper social distancing cannot occur due to the nature of the work. Masks can be worn by individuals for an additional layer of safety.
- Proper handwashing, sanitizing must occur frequently. DBL will set up extra sanitizing stations throughout campus as needed to aid with sanitation of the workspace.
- All questions regarding DBL's phase one approach should be directed to your manager or HR.

FAQ

Will a mask be provided to me if I return to campus?

Yes, we have ordered 50 masks for staff. But we don't know exactly when we will receive those masks.

What if someone on campus gets covid-19?

We will be scheduling "split shifts." So, the same set of employees will be on campus at the same time and we would quarantine all employees on the same shift if someone tests positive for covid-19.

Will we be receiving dogs during Phase One?

Yes, but we will only be accepting dogs that are purpose bred from Guide Dogs, ABC Breeding Cooperative, or other assistance dog organizations.

When will we be going to shelters and rescues to look for dogs?

During Phase Two.

When will placements resume?

During Phase Two.

When will in-person client follow ups resume?

Per ADI guidelines, in-person follow up will resume in September 2020 unless those guidelines are modified.

When will all staff return to campus?

When Phase Three is announced, business as usual.

When will volunteers return to campus?

When Phase Three is announced.

Will we be making placements nationwide?

We will be focusing on west coast placements during Phase Two and will monitor the situation. Full nationwide placements will most likely not occur until a nationwide Phase Three opening has been announced.

Is this plan written in stone?

