Kitt Peak National Observatory (KPNO)
Restart Plan - Tenant Summary

V1.1

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Kitt Peak Restart Plan Tenant Summary

This document is a brief summary of the requirements for working on Kitt Peak. For more information, refer to the Kitt Peak Restart Plan.

*The goal of the KPNO Restart Plan is to resume a level of on-site activities to further the observatory missions without endangering the health of staff or damaging equipment. **Lives cannot be replaced, equipment can be.***

Phases and Stages

Due to the rapidly evolving situation, operations on Kitt Peak do not have a planned start date. Rather, operational plans and schedules are based on the current COVID-19 situation and are broken into *phases* - each *phase* is defined by the rate of spread of COVID-19 in the local community. The level of community transmission is roughly determined by published metrics such as the number of cases of COVID-19 in Arizona and Pima County. These metrics are used by the Change Control Board to determine the current *phase* on Kitt Peak. These metrics are closely aligned to the CDC recommendations for re-opening states, but the CCB also has the freedom to consider additional criteria, particularly science-based data. Additionally, Kitt Peak is on the Tohono O'odham Nation and we must follow the tribal guidelines.

It is important to note that the *phase* can be different between states, counties, cities, and Kitt Peak. In other words, the current *phase* on Kitt Peak is determined by the CCB, in consultation with NOIRLab management, and may not be the same *phase* as Pima County or Arizona.

There are four defined phases: 0, 1, 2, and 3. For definitions of the phase criteria, see the *Kitt Peak Restart Plan*. Each *phase* has limitations on the number of people and the types of tasks allowed.

- **Phase 0:** Observatories are shut down except for Essential Staff (see below)
- **Phase 1:** Very small staff performing limited tasks, etc
- **Phase 2:** Allows more people per site
- **Phase 3:** Least restrictive

In addition to phases, this document also makes references to *stages* in the restarting of operations on Kitt Peak. The term *stage* refers to the operational status of the observatory (e.g., day staff only, nighttime operations with remote observers, nighttime operations with visitors, etc.).

While *phases* are defined based on the level of community transmission, *stages* have been defined by NOIRLab as the operational readiness and activities of individual observatories as follows:

- **Stage 0:** Mountain facilities and infrastructure restart (e.g., cleaning, getting supplies to Kitt Peak, vehicle operation check, cryogens)
- **Stage 1:** Telescope and instrument restart (bring systems online and check out)
- **Stage 2:** Telescope and instrument use I, remote observers only (minimize people in control rooms)
- **Stage 3:** Telescope and instrument use II, remote observers, the potential for access by visitors (*to be determined at a later date*)

Note: The transitions between various *stages* and *phases* will not necessarily coincide. Some early stage tasks may require waiting until a later phase because of the task requirements and their associated risk.

The details in the KPNO Restart Plan, such as the number of people at any site, has been carefully developed for Phases 0 and 1 only.

Phase Protocols

KPNO is restarting operations in phases, and each phase will have its own protocols for safely executing tasks. Protocols for Phase 0 and Phase 1 are detailed below. The CCB will further define Phase 2 and Phase 3 protocols at a later date.

Task Team Work Area(s)

- Team Size: 1-3 people (in Phase 1)
    - COVID-19 Risk Observer: If the COVID-19 Risk Observer can maintain > 12 feet distance from any task participant, they do not count as an additional task participant and do not need to be included in the RAT.
- Teams will avoid contact with other teams/participants outside their individual team whenever possible.
    - Contact will be limited to personnel within an isolated team.
    - Communication with individual(s) outside of team will be made via contactless methods such as radio, phone, etc.

Work area/tool use

- Must adhere to the *NSF-Funded Centers COVID-19 Exposure Prevention Plan* Section 5, 6.2, 10.
- Disinfectant approved by the Environmental Protection Agency (EPA) for use against SARS-CoV-2 must be readily available at all sites. The approved disinfectant list is available at: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

Personal Hygiene

In addition to the *NSF-Funded Centers COVID-19 Exposure Prevention Plan* Section 3.4, the following protocols apply for Kitt Peak:

- Elevator – Elevator usage is restricted to a single person per ride.
- Bathroom use - Personnel will clean contacted surfaces before and after each use. Doors will remain open when not in use to increase air circulation.

Essential Staff

Essential staff are the minimum staff required on site to keep minimal observatory operations functioning during shutdown. The essential staff is on the mountain during all phases, including Phase 0.

- NOIRLab Staff:
  - Facilities:
    - Custodial (1 person)
    - Water Processing (1)
  - Mountain Facilities Supervisor & Spouse (2)
  - Electronic Maintenance (1)
  - Kitchen Staff (1)
  - EMT (1)
- Other:
  - Steward Observatory Telescopes - The University of Arizona (3)
    - Note: The Arizona Radio Observatory 12m facility is counted as part of Steward Observatory.
  - Other Tenant Observatories - Observatories on Kitt Peak not managed by NOIRLab or Steward Observatory (0)

Phase 0

- KPNO Facility is Shutdown.
- Only Essential Staff are permitted on Kitt Peak.
- Critical tasks needing to be executed during Phase 0 must be approved by the CCB. Critical tasks are defined as tasks that must be carried out in order to prevent detrimental harm (or loss) to equipment or personnel.
- Due to the extended COVID-19 shutdown there will be a "Preparation for Restart" period, towards the end of Phase 0. This period will include several important tasks to prepare the mountain infrastructure for the return of non-essential staff.

Phase 1

If COVID cases continue to decrease throughout Phase 1, Phase 1 is expected to last 2 weeks. However, it may last longer depending on the COVID landscape.

Tenant Observatories

- Tenants must submit their own safe restart plans to the CCB for approval before they are permitted to begin on-site operations. Tenant plans must follow the guidelines set forth in the Kitt Peak Restart Plan. *Note:* Immediate on-site support by NOIRLab is not guaranteed.
- Limited number of participants at each site on Kitt Peak + Essential Staff
- Tenant staff may be allowed on Kitt Peak as their submitted plans are approved by the CCB. Tenants will be allowed to start up operations in a phased (one at a time) sequence.

Restart Specific Roles

Change Control Board

- The CCB will review any actionable changes to the KPNO Restart Plan communicated via the daily questionnaires, COVID-19 Risk Observer, or other sources. The Board will consist of representatives from all major Kitt Peak groups (i.e., Mayall, WIYN, Electronics Maintenance, OAs, Facilities, and the Visitor Center). Change requests can be submitted by any participant to the CCB at any time. Changes to the KPNO Restart Plan will be communicated to Kitt Peak staff using the methods outlined in the Communications Plan.

- The Change Control Board is charged with:
    - Enabling the exchange of information between the CCB and stakeholders with the goals of ensuring participants are to be able to work on Kitt Peak as safely as possible and to minimize exposure to COVID-19
    - Reviewing all tasks prior to execution to ensure they adhere to the protocols outlined in this Plan
    - Ensuring the success of the KPNO Restart Plan by implementing and updating the KPNO Restart Plan

Site Coordinators

Tenants need to provide a single point of contact to interface daily with Kitt Peak Managerial staff (Kitt Peak Facilities Supervisor, Kitt Peak Safety Manager). An example of how NOIRLab executes this is detailed in the Kitt Peak Restart Plan.

Kitt Peak Safety Team

- *Kitt Peak Screener* - the Point of Contact when participants (e.g. NOIRLab employees and mountain tenants) arrive at and depart from Kitt Peak.
- *COVID-19 Risk Observer* - Independent observers who watch tasks being performed to remind workers of COVID-19 safety protocols and suggest improvements in processes to the CCB.
    - Depending on the complexity (or newness) of a task, a designated monitor may be assigned to ensure that the COVID-19 exposure protocols are being followed. This person is referred to as the COVID-19 Risk Observer in the Kitt Peak Restart Plan.

Risk Assessment Tool

The Risk Assessment Tool (RAT) was created to help plan safe procedures and tasks during the COVID-19 pandemic. This tool is to be used by people planning and executing on-site tasks. Running a task through the tool will return a Risk Score. The Risk Score has been scaled to the current Kitt Peak phase, which will be set by the CCB. Scores less than 100 are intended to be acceptable for Phase 1 and scores less than 200 are intended to be acceptable for Phase 2. Please note that the risk score is for a task with no mitigations. The tool is meant to encourage the user to think through each component of the task with respect to COVID-19 related risks, and use the score to guide mitigation strategies if required. Those mitigation strategies can then

be reviewed by the user in conjunction with the Safety Manager/CCB to re-assess the safety of the task and whether it can be carried out in the relevant Phase.

Users should note that the Risk Tool is designed to assess the risk of a specific task or subtask involving one work area and one set of workers. If the task involves multiple locations, changes in the number of participants or long duration (including multi-day tasks), the task should be divided into sub-tasks, if possible, and the Risk Tool applied to each sub-task individually. The tasks are then combined for the entire shift and an overall assessment performed to ensure the mitigation is adequate for all tasks and subtasks individually as well as the entire shift.

All tasks must be run through the Risk Assessment Tool and approved by the CCB. Task planning should be completed well before arrival on Kitt Peak including role assignments, this includes shared resources (EM, Facilities).

Risk Assessment Tool Spreadsheet

The RAT is provided as an Excel spreadsheet. In the spreadsheet, users will find the following tabs:

1. Participant Health and Safety: The main tool used to evaluate the safety and feasibility of each task or subtask.
2. Help - Risk Mitigations: Addresses frequently asked questions and suggests possible risk mitigations.
3. Equipment Costs: Evaluates the risk to equipment in the event of a sudden Kitt Peak evacuation or power outage.
4. Local Transmission Phase: Outlines the local phase based on the CDC guidelines. Note: The CCB will determine which phase Kitt Peak operates under.
5. Health Assessment Questionnaire: A copy of the health assessment questionnaire that each participant will answer when arriving at Kitt Peak each day. Participants must pass the questionnaire before they are allowed entry to the worksite.

Daily Protocols for Kitt Peak Workers

General Safety Rules for Working during COVID-19

Training

In order to return to on-site work at KPNO, all personnel (including tenants) must receive training on COVID-19 protocols. This training will include:

- The importance of maintaining physical distance (social distancing)
- Proper hand hygiene techniques
- Proper Personal Protective Equipment (PPE) use

Cleaning

- Clean your work area before starting and after completing tasks.
- Clean tool(s) before starting and after completing tasks.
- Sanitize surfaces you come in contact with.
- Items to be cleaned shall include (but are not limited to): phones, chairs, keyboards, and computer mice.

CDC Guidelines are available at: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html

Entrance/Exit

- Practice safe distancing when passing through entryways.
- One person shall ride an elevator at a time
    - Touch frequently used surfaces like handles and buttons with disposable materials, like tissues (NOT gloves).
- When passing through doors:
    - Wipe surfaces before/after contact.
    - Touch frequently used surfaces like doorknobs with disposable materials, like tissues (NOT gloves).
    - Closable receptacles should be placed near doors to dispose of tissues used to open doors and any disposable PPE.
- Identify different doors as entrances and exits to provide separation, where possible.
- Bathroom doors shall be left open when not in use to provide air circulation.

Radios

- Tenants are required to carry a radio with them at all times while traveling to/from and on Kitt Peak.

Personal Protective Equipment (PPE)

- Required PPE:
    o Masks are required for standard tasks.
    o Extra masks must be available at each task site. At least two masks for each person on a task must be available before the task begins.
    o Additional PPE (e.g., clean room jackets, gloves, face shields, goggles, etc.) may be required for specific tasks as defined by the needs of the task.
    o For all non-disposable PPE, participants must use their own assigned equipment and not share items such as goggles, jackets, respirators, or gloves.
    o During task planning, consideration must be made about whether new PPE is required when changing tasks.
- Guidelines for PPE Use:
    o For any PPE in addition to COVID-19 protocols, participants shall continue to follow their routine policies and procedures for PPE (if any) that they would ordinarily use for their job tasks.
    o When cleaning and disinfecting, participants should always wear gloves and gowns appropriate for the chemicals being used.
    o No task is allowed to proceed without appropriate PPE for the given reopening stage and the task based on the Job Hazard Analysis.
    o If PPE is damaged or compromised in any way, including a broken mask strap, or in the event a mask gets wet, it must be changed.
    o Before commencing a task, assure that everyone performing the task can be understood while wearing PPE. Voices may be muffled through masks. Adjust communication strategy as needed so everyone can be heard.
    o Breaks must be scheduled in the work routine for rest and hydration as needed.
    o Remember to isolate yourself or go outside and maintain adequate separation from others when PPE is temporarily removed for any reason.
    o Any concerns with fit, form, or function of PPE should be raised with the Safety Manager.
    o Task leads must ensure that team members know one another, especially if there is uncertainty with PPE in place.
- Disposal of Personal Protective Equipment:
    o There must be closable receptacles for disposal of PPE, wipes, and tissues per *NSF-Funded Centers COVID-19 Exposure Prevention Plan* Section 5.1

- o If a closable receptacle is not near the task site, dispose of PPE and cleaning items in a sealable plastic bag for disposal and take to a closable receptacle upon completion of the task.
- Gloves:
    - o Gloves should not be routinely used unless cleaning or caring for someone who is sick; the use of gloves for routine tasks may actually contribute to COVID-19 transmission.
    - o CDC guidelines for gloves: https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/gloves.html
    - o This short, basic video on the subject of food safety shows proper usage of disposable gloves: https://info.eagleprotect.com/don-doff-disposable-gloves-video

Transportation to/from Kitt Peak

Kitt Peak Access

Personnel/participants permitted on Kitt Peak:

- Personnel/participants who are scheduled to accomplish a defined task or set of tasks necessary to accomplish the observatory mission at the current stage.
- Personnel who are required for a scheduled shift.
- Only local personnel/participants are allowed on Kitt Peak for Phase 0, Phase 1, and Phase 2.
    - o People who fall into either category listed below are considered local. All other people are considered non-local and will not be permitted on Kitt Peak in Phase 1 and Phase 2.
        - ▪ NOIRLab personnel based in Arizona who have not traveled outside the local area, other than their normal commute, within the last 14 days.
        - ▪ Participants who have self-isolated in Pima County for at least 14 days.

These protocols are applied to NOIRLab Company, Tenant, and Personal Vehicles.

Vehicle Usage

In addition to the restrictions listed in Section 7, "Vehicle Use" of the *NSF-Funded Centers COVID-19 Exposure Prevention Plan*, the following restrictions must also be observed:

- If willing and able, personnel shall use their personal vehicle for commuting and for shuttling themselves across Kitt Peak.
- Drivers of personal vehicles shall adhere to the same protocols as drivers of NOIRLab-provided vehicles.
    - Personal Vehicle Reimbursement: Tenants should contact their own administration(s) to see if reimbursement is available.
- The Kitt Peak Bus shall not be used for transportation.
- Only one person is allowed per vehicle.
- In the event of vehicle difficulties (such as a flat tire) between the gate at the base of the Kitt Peak road and the summit, radio Mountain Facilities for assistance.
- All personnel shall have a radio, which shall be carried at all times including within the vehicle. Radios should be set to Channel 1 for communication with Kitt Peak.

Gate Access to Kitt Peak

The gate at the bottom of the road to Kitt Peak will remain locked.

- Upon arrival, personnel shall clean/disinfect the gate/lock before/after opening the gate for access.
- If multiple personnel arrive at the same time, the first arrival shall allow those behind them through prior to closing/locking the gate.
- The gate and lock must be disinfected before and after use.
- In the event that KPNO is closed, signage will be posted at the gate and additional precautions may be put in place.
- **Emergency personnel have access to the lock on the gate.**

Arrival on Kitt Peak

Check-In Station

All participants will be required to pass through a mandatory Kitt Peak Check-in Station. Everyone is to park in the Visitor Center parking lot and remain in their vehicles.

- Park with enough room for the Kitt Peak Screener to walk between cars and remain six feet away from the driver.
- At the check-in, all participants, one at a time, will be required to pass a verbal health assessment in accordance with the *NSF-Funded Centers COVID-19 Exposure Prevention Plan.*

- The Kitt Peak Screener shall administer this check-in to each participant, one at a time. That participant will respond verbally.
- If the participant responds No to all questions on the questionnaire, they can remain on Kitt Peak.
- If the participant responds Yes to any question on the questionnaire, they will be asked to leave Kitt Peak.
- NOTE: Personnel will not be penalized for answering yes to any of the questions. If you feel sick/uncomfortable, please go home.
- Any refusal to be screened will disallow further access to Kitt Peak. The Kitt Peak Screener has authority to deny access to Kitt Peak. Any such decision will be backed by the MSO Director.
- Each participant shall notify the Screener of their work site location(s) for the day.
- A Morning Briefing will take place over radio at the check-in location, after the check-in screening has been administered.
- All personnel are to remain in their vehicles at their parked location.
- The Kitt Peak Screener is the Point of Contact when participants first arrive on Kitt Peak, and when they leave Kitt Peak.
- The Screener tracks who is on Kitt Peak, and their work site location, to enable on-site contact tracing. The Screener will share the participant list and their work sites with the Safety Manager and the Kitt Peak Facilities Manager every day.
- The Screener will ensure the Emergency helicopter Landing Pad is clear of vehicles and available for use.
- When nighttime work begins, a second shift screening will be implemented.
- Participants who will be staying on Kitt Peak overnight will still be required to participate all aspects of the morning check-in (if working days) or the second shift screening (if working nights).
- Any personnel unable to attend the morning check-in/briefing will contact the Kitt Peak Screener by radio. They must go directly to the designated screening area and wait for the Kitt Peak Screener to administer the Health Assessment Questionnaire and give an update on the briefing.

Working on Kitt Peak

Transportation on Kitt Peak

- Use of personal vehicle.

- o If you are able to use your vehicle on Kitt Peak, refer to section 9.2.1 Vehicle Usage.

- Use of Kitt Peak vehicles
    - o If you are assigned a Kitt Peak vehicle you are able to use that vehicle for mountain top travel.
    - o Only the person assigned the vehicle will be allowed to use that vehicle. Before being reassigned to another participant, this vehicle shall be effectively cleaned. See the *NSF-Funded Centers COVID-19 Exposure Prevention Plan.*

Custodial Work

- All facilities should be cleaned/sanitized prior to beginning Stage 1.
- Custodial staff shall continue regular, general cleaning and sanitizing tasks throughout all stages.
- Bathrooms:
    - o Following the *NSF-Funded Centers COVID-19 Exposure Prevention Plan*, bathrooms must be cleaned twice daily. Bathroom doors will be left open when not in use to allow air circulation.
- Heavily accessed common areas (e.g., the Administration Building):
    - o Partitions and social distance markings will be added where applicable.
- Dorms:
    - o Enhanced laundry cleaning/disinfecting as necessary.

Lunch / Breaks

Food and Beverages

- Food and beverage handling must adhere to the *NSF-Funded Centers COVID-19 Exposure Prevention Plan* Section 6.3.
- Box lunches may be provided, but appropriate social distancing must be maintained during lunch/food breaks.
- No sharing of food or drink will be allowed.
- Information about the availability of food service will be made available before employees report to work. If food service is not available, participants should be prepared to bring their own food and utensils.
- Common-use appliances such as refrigerators, microwaves, water dispensers, and coffee machines will be off limits.

- Individual water bottles must be used and labeled for personal use. Participants should bring their own pen or clean any common-use pens before and after use.
- Participants must wash their hands before and after eating.
- Participants shall disperse around Kitt Peak during lunch/breaks to decrease exposure risk, but shall carry a radio to maintain contact.
- Indoor eating areas must be sanitized after use.

End of Shift/End of Day

- During Phase 1 each participant will fill out an end of shift/end of day questionnaire to be submitted to the CCB.
- Following the end of shift briefing, all personnel will immediately depart Kitt Peak after notifying the Kitt Peak Screener. Personnel shall directly depart Kitt Peak and not roam around upon leaving their work site.

Communications Plan

Kitt Peak Communications Methods

Phone

- Routine Communication
- Emergency Communication
- **Kitt Peak Information line (520) 318-8010** after 5AM that morning for updates

Handheld Radios/Radio Patch

- Routine Communication
- Emergency Communication
- On-site team internal communications

Safety/Emergency Procedures

- In case of an emergency Radio call to EMT or call 911
- Kitt Peak ambulance transport to bottom of Kitt Peak with hand-off to local ambulance

Wildfire Emergency

- Follow Kitt Peak Wildfire Emergency plan in the Kitt Peak Emergency Manual. http://www-kpno.kpno.noao.edu/Safety/kitt_peak_emergency_manual.pdf
- Listen to radio announcements if there is a fire on Kitt Peak
- If told to evacuate, leave Kitt Peak immediately and notify your Site Supervisor as you exit the site. The Site Supervisors will then notify the Kitt Peak Screener of their site's evacuation status.
- If unable to evacuate, go to the emergency gathering location in the Mayall pier.

Communications to CCB

Communications to the CCB will be obtained from the following sources:

COVID-19 Updates

- The Safety Manager or designee will be responsible for keeping up to date on CDC, OSHA and NOIRLab guidelines and changes, presenting this information to the CCB for review. This information will be communicated to the stakeholders as detailed below.

Daily Shift Questionnaire

- A daily questionnaire shall be completed by any employee or tenant working on Kitt Peak at the end of their daily/nightly shift and submitted to Heidi Schweiker (heidis@noao.edu) or Dick Joyce (rjoyce@noao.edu). Dick and Heidi will solicit missing responses.
- If there is a safety issue (equipment or personnel), all participants should immediately stop work and notify Tammie Lavoie or your supervisor (who will then notify Tammie).
- Responses to this questionnaire will be compiled and sent to the CCB at the end of each day (or early the next). Any issues that arise from the questionnaire will be immediately communicated to Tammie (either via phone or email) and be included in the compilation.

Tenant Communications

From NOIRLab

- Communications will be frequently disseminated to tenants on Kitt Peak by the MSO Director (or designee) to keep them up to date on all Kitt Peak activities that will impact stakeholders.

- Both internal and external NOIRLab websites will be developed for communicating current observatory status to all stakeholders.

On Kitt Peak

- Tenants must submit their own safe restart plans to the CCB for approval before they are permitted to begin on-site operations. Tenants are responsible for running all Kitt Peak tasks through the Risk Assessment Tool and must successfully mitigate the risks before executing any tasks. Tenants will submit any plans utilizing NOIRLab Staff to the CCB for approval. Note: The CCB will be available to answer questions regarding RAT use or any safety concerns.

Off-Site Staff

- Tenants are responsible for providing an off-site contact name and phone number to the CCB.

CCB/Safety Manager

- The CCB will provide assistance in risk mitigation and review if requested.

Change Control Board Self-Audit & Change Process

The CCB has a process in place to modify the KPNO Restart Plan and Protocols to adapt to changing circumstances both on Kitt Peak and in the broader community. The details of this process are listed in the KPNO Restart Plan.

Change approval method

- Any identified issues or suggested changes must be brought to the CCB for consideration.

Change Request (CR) Form

- Any formal change requests to the CCB must be submitted via the CCB Change Request form. This form is available in the Reference Documents section of the KPNO Restart plan.

Changes to a task/procedure

- Contact the CCB, as soon as possible, when a necessary change is identified.
- This may be done via phone or email but must have a follow up CR form, noting urgency.
- CCB will review promptly and make a decision to approve or deny.
- Requestor will be notified via phone or email in a timely manner.
- If denied, further discussions can take place to see if more mitigations can be made to perform the job safely.
- The CR will be archived including the CCB decision and comments.
- The procedure may be revised after CCB approval, but all final changes must be documented in a timely manner.
- The Safety Manager has the ability to make urgent on-site modifications that will be documented.

Emergency Protocols

In the event of an emergency on Kitt Peak, the following protocols will apply in addition to the standard emergency protocols.

- In the event of any emergency, the Safety Manager and the Mountain Facilities Supervisor are to be notified immediately.
  - The Safety Manager or Mountain Facilities Supervisor will alert each Site Supervisor to evacuate if necessary.
    - They will contact each site by radio.
    - They will go to each site in person if they don't receive a response via radio.
  - If evacuation is not possible due to fire, everyone should assemble in the Mayall pier.
    - COVID-19 restrictions may need to be relaxed and are not the priority in life/death circumstances.

COVID-19 Emergency

In the event someone gets sick or displays COVID-19-like symptoms while on Kitt Peak:

- If there is an EMT on site: Contact the site EMT. The EMT will respond.

- If there is NO EMT on site: Contact First Responder(s) to respond according to *NSF-Funded Centers COVID-19 Exposure Prevention Plan* Section 1.4
    - o Call 911: State that there is a COVID-19 Emergency, request emergency services to meet at the base of Kitt Peak.
    - o Emergency Transport: In addition to *NSF-Funded Centers COVID-19 Exposure Prevention Plan* Section 9.4:
        - An Emergency Transport Vehicle shall be assigned in advance.
            - The Designated Transport Vehicle will be marked. It will be a van that will have a barrier and also allow the patient to lay down.
        - The Emergency Transport Driver must be a volunteer.
        - The Emergency Transport Driver cannot exit the vehicle to make any additional stops.
            - The Emergency Transport Driver shall not venture into any site on Kitt Peak upon returning with the transport vehicle, except their own transportation.
        - After the incident occurs, and the patient is transferred to emergency services, the vehicle then returns to Kitt Peak and is marked for decontamination.
        - The driver will change into clean PPE, already supplied to their commute vehicle, and then immediately self-isolate.
        - No one shall make contact with the driver except through proper, distanced means (e.g., via radio or use of a barrier).
    - o The windows in the Designated Transport Vehicle will be opened enough to provide ventilation.
- In the event NO Emergency Transport Driver is available, or there is an acute emergency, call emergency services and wait for a response to Kitt Peak.
- In the event of suspected COVID-19 exposure, Kitt Peak is to close down and cease all operations until advised by the Safety Manager or Mountain Facilities Supervisor.
- In the event someone who is sick or displaying COVID-19-like symptoms is able to evacuate themselves, they may do so.
    - o Contact Kitt Peak Screener, let them know they are evacuating.
    - o Kitt Peak Screener shall coordinate with on-site personnel to have the affected individual followed to the gate at the bottom of the mountain road (State Route 386).
- On-site contact tracing will be managed internally in Phase 0 and Phase 1. Further contact tracing in later phases will be determined by the CCB.

Non-COVID-19 Emergency

In the event of a Non-COVID-19 Emergency:

- The Kitt Peak Screener is to be notified to ensure everyone is accounted for.
- Personnel will follow standard KPNO Emergency Procedures.

Non-COVID-19 Kitt Peak Evacuation

In the event of a Non-COVID-19 Evacuation:

- Kitt Peak will be evacuated per KPNO Evacuation Procedures.
- In addition, all personnel will notify their Site Supervisor as they exit the site. The Site Supervisors will then notify the Kitt Peak Screener of their site's evacuation status.