

Transit Health and Safety Plan Template

March 30, 2021

This health and safety plan template can be used in conjunction with transit agencies who agree to create, adopt and implement a written Health and Safety Plan in conjunction with easing social distancing requirements onboard transit vehicles. One of the foundational practices associated with reducing the risk of COVID-19 transmission in the community has been to encourage individuals to maintain maximum physical distance from people outside their household; the health agency has weighed available evidence and considered characteristics of transit and determined that it is likely that any increased risk associated with riding transit in closer proximity to others can be balanced through careful implementation of the elements of a below Health and Safety Plan.

Prior to operationalizing the relaxed social distance requirements in the system, the transit must complete a Health and Safety Plan that addresses all of the following elements. To enable the public to understand the critical elements of the plan, the signed and completed checkbox format of this template shall be posted in multiple locations and available at the transit agency website. The full plan and attachments should also be made available at the transit agency website.

Name, email and phone number for inquiries about this plan:

URL where the detailed plan and all attachments will be posted:

Section 1 - Justification

- Summary of the reasons that the transit agency is not able to universally sustain a 6 foot standard for social distancing on its vehicles.

Section 2 - Vehicle Capacity

The proposed vehicle capacities must provide for enough space to allow social distancing (i.e., at least three feet and ideally six or more feet of physical distance between individuals from different households while on the transit vehicle).

- Complete the following table for vehicle lengths or types summarizing the maximum riders under different circumstances, displaying the number of seats available and the open floor area:

Vehicle Type	Maximum Riders without social distancing	Standing Room Floor area	# of Seats	Max Riders with 6 ft social distancing	Max Riders with relaxed social distancing (no less than 3 feet between members of different households)

- Brief description of how Planned Occupancy at 6 ft and 3 ft is calculated.

Evaluation and Monitoring. The following are included in the detailed Health and Safety Plan:

- Metrics the Transit Agency will use to assess whether occupancy limits are being exceeded system-wide, on specific routes, specific vehicles, and at particular times of day.
- Measures the Transit Agency will use to ensure vehicles do not go over the planned vehicle occupancy. Measures include the following if checked below:
 - Messaging to riders about when routes or vehicles are more or less crowded.
 - Adding vehicles to busy routes
 - Posting signage with vehicle occupancy limits
 - Deploying ambassadors to assist operators at stops and on vehicles
 - Others (Brief description): _____
- Measures to be taken when there is evidence of occupancy exceedance, including thresholds and triggers for taking specific actions.
- Strategies to address frustration and anger among riders when buses pass by due to too many riders.

Section 3 - Signage and Messaging Requirements

- Post the agreed upon signage and deploy public messaging with specific content throughout the system
- Complete a detailed plan describing:
 - Sign and messaging deployment, including timing and maintenance

- Minimum signage that will be deployed before relaxed distancing is allowed.
- Translation indicating languages and schedule for deployment of translated materials.
- Check below to summarize where signs will be located:
 - Website. Specify url:
 - Blog. Specify:
 - Social media. Describe:
 - Ticket sales locations
 - Onboard announcements
 - Transit shelters
 - On vehicles

Evaluation and Monitoring. The following are included in the detailed Health and Safety Plan:

- Metrics to assess whether signage is maintained in good condition system-wide or on specific routes or specific vehicles
- Measures to be taken when there is evidence of problems with signage, such as removal or vandalism, including thresholds and triggers for taking specific actions.

Section 4 – Face Coverings

Check the strategies the Transit Agency will use to ensure riders wear face coverings at all times, unless specifically exempted; describe in detail in an attachment.

Information:

- Dashboard. Note url:
- Website
- Ticket sales locations
- Onboard announcements
- Signage at transit stops
- Clarify to vendors that they are subject to the same mask requirements as riders and personnel.

Materials:

- Face coverings for sale. Describe:
- Free face coverings. Describe:
- Other. Describe:

Evaluation and Monitoring:

Detailed plan for monitoring and ensuring continuous improvement in mask compliance includes:

- Metrics to assess mask compliance system-wide, on specific routes, specific vehicles, and at particular times of day:
- Measures to ensure mask compliance is maintained:
- Measures to be taken when there is evidence of poor mask compliance, include thresholds and triggers for taking specific actions:
- Established collaborations to improve mask compliance strategies, including specific milestones for implementation.

Section 5 – Ventilation systems

Increasing air flow is important to increasing safety in indoor spaces, including transit vehicles.

The Health and Safety Plan includes the following and provides additional detail.

- Brief description of mechanical ventilation available in the fleet.
- Guidance for operators to open all doors at each stop and circumstances where operators will be able to keep doors open for extra time while passengers are embarking or disembarking
- Strategy for opening windows 6” at the beginning of each route
- Plans for window ventilation for poor air quality or bad weather:
- Ways that the Transit Agency will work to improve ventilation for COVID-19 prevention on the fleet, include:
 - Specific plans for considering emerging technologies
 - Description of thresholds or criteria to evaluate feasibility
 - Budget planning for ventilation improvements, including specific milestones.

Section 6 - Sanitation for high-touch surfaces and areas

The Health and Safety Plan shall include an attachment with details about sanitation practices including:

- Identification of high touch surfaces
- Frequency of cleaning
- identify cleaning and disinfection products types and requirements for use
- Personnel responsible for cleaning
- Cleaning logs or tracking

Health and Safety P Health and Safety Plan for Transit

Exhibit A

Per the Health and Safety Plan, below are are minimum signage messages that will be deployed before relaxed distancing is allowed. Transit Agencies must post one of each of the Mandatory Messages per vehicle.

	Notes	Message
MANDATORY		COVID-19 virus travels in the air and collects indoors and in enclosed spaces. Your risk is generally higher in these settings
MANDATORY	All messages are approved as options	Distance: Stay 6 feet or more from others if space allows. Avoid being closer than 3 feet at all times
		Distance: Select a seat or place to stand as far away as possible from people you don't live with. Stay 6 feet or more from others if space allows.
		Distance: Select a seat or place to stand as far away as possible from people you don't live with. Don't get closer than 3 feet from others
MANDATORY		If you are an unvaccinated with health risks, consider wearing a better-fitted mask or N95; if you are 65+ get vaccinated.
MANDATORY		To keep everyone healthy give others space , especially those who are not in your household. Plan your trip and avoid crowded vehicles
MANDATORY		Stay home when possible. People who don't have symptoms may still spread COVID-19
MANDATORY		Face Coverings: To ride on this vehicle, you must properly wear a face covering.
MANDATORY	All messages are approved as options	A Quiet Rider. Reduce the spread minimize talking when possible.
		Riders: Avoid unnecessary talking to prevent the spread of COVID-19.
MANDATORY		Getting a COVID-19 vaccine helps protect everyone. Learn about the vaccine and how to book your appointment at https://sf.gov/get-vaccinated-against-covid-19 .

Additional Information - Section 2 Vehicle Capacity

Vehicle Type	Max Riders without Social Distancing	Standing Room Floor Area *	# of seats	Max Riders with 6 feet Social Distancing	Max Riders with 3 foot relaxed Social Distancing
Pyxis-Class	445	n/a	445	115	221
Intintoli-Class	330/349	n/a	330/349	107	169
Hydrus-Class	400	n/a	400	135	194
Gemini-Class	225	n/a	225	74	117
Bay Breeze	250	n/a	250	60	90
Peralta	331	n/a	331	85	130

* Passengers are encouraged to remain seated.