Non-UCR Affiliates/Visitors/Vendor Guidance
Updated September 24, 2021

This document is intended to provide UC Riverside-specific information for suppliers, vendors, contractors, and all non-UCR affiliates working on or visiting the UCR Campus or UCR-affiliated locations. The UCR campus is operating with new safety protocols, which have been established in alignment with county and state guidelines to help protect the wellbeing of our campus community. We continue to practice measures to reduce density on campus to provide a safer learning environment for our students. We thank you for understanding.

Non-emergency vendor visits should be scheduled with UCR personnel in advance. Many campus buildings have limited access.

Do not come to campus if:

- You are experiencing or have had COVID-19 symptoms within the past 14 days. See associated symptoms on the CDC website.
- If you have tested positive for COVID-19 within the past 10 days.
- If you believe you may have been in recent contact with someone who tested positive for COVID-19.

GENERAL REQUIREMENTS

Type of Non-UCR Affiliate	Requirements

On-campus special non-affiliates (Barnes and Nobles, The Habit, Panda Express, Coffee Bean & Tea Leaf, ACC)	• Non UCR Affiliate organizations/employers must:
	• Provide a copy of their Cal/OSHA COVID-19 Prevention Plan to their campus coordinating point
	• Address and assure compliance with UCR's policy requirements within UCR's campus Cal/OSHA COVID-19 Prevention Plan requirements
	  o Demonstrate your organizations vaccine verification process when requested
	  o Demonstrate your organizations exemption process, which should address a narrow range of individual medical reasons, religious grounds, or deferral (for pregnancy) and how Non-Pharmaceutical Interventions are managed including testing for non-vaccinated staff when requested
	  o Demonstrate your organizations method to monitoring employee health and wellness as it pertains to COVID symptoms and infection when requested
	  o Demonstrate your organizations method to report infections and communicate positive cases to UCR
	• Follow signage posted on buildings and entry way doors

Visiting Scholars, volunteer academic appointees, contract, recall and emeritus/a employees	• Follow UCR's campus Cal/OSHA COVID-19 Prevention Plan requirements • Follow UCR face covering requirements below* • Follow UCR vaccination policy requirements • Follow signage posted on buildings and entry way doors

On-campus Construction Contractors	• Provide a copy to Planning, Design and Construction (PD&C) and comply with your employer's Cal/OSHA COVID-19 Prevention Plan requirements.
	  o Follow employer's face covering requirements
	  o Follow signage posted on buildings and entry way doors
	  o Alert campus immediately if an employee tests positive for COVID-19

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	• Notify UCR PD&C when non-UCR affiliate employees who have worked on campus have tested positive for COVID-19

Contracted Services Providers (FedEx, UPS, Airgas, Sysco, etc.)	• Provide a copy of your Cal/OSHA COVID-19 Prevention Plan to the following UCR Departments
	   o Delivery Services – to Central Business Services
	   o Food Vendors – to Dining and Hospitality Services
	   o Other contracted services providers – to the department requesting services
	• Comply with your employer's Cal/OSHA COVID-19 Prevention Plan requirements
	   o Follow employer's face covering requirements
	   o Follow signage posted on buildings and entry way doors
	   o Alert campus immediately if any contracted service provider employee tests positive for COVID-19

Invited Guest not in UC Path system (participants of human subject research, campus tours, guest speakers etc.)	• Complete the **Visitor** Daily Wellness Survey : https://ucriverside.az1.qualtrics.com/jfe/form/SV_00Lu8W4mqmIdsqx • as instructed by your host department • Follow UCR face covering requirements below* • Follow signage posted on buildings and entry way doors
Visitors/Event Guests	• Follow UCR face covering requirements below*: • Follow signage posted on buildings and entry way doors If attending events on campus, abide by event coordinator's attendance guidelines which may including face coverings or other campus specific procedures. o Check with the event sponsor or coordinator

*Follow UCR face covering requirements (effective 7/29/2021 until further notice):
- **Fully-vaccinated** AND **Not fully-vaccinated** are required to wear face coverings over the nose and mouth at all times while indoors, in shared vehicles and outdoors if six feet of distance between people cannot be maintained.
- Note: Some locations such as Early Childhood Services, Student Health Services and UCR Health require face coverings at all times.

If non-UCR affiliate employees, who have worked on campus and have tested positive for COVID-19, call the UCR COVID-19 Wellness Hotline (844) 827-6827, option #1 or e-mail COVID19@medsch.ucr.edu and be prepared to provide the following information:
- Dates the positive individual worked on a UCR Property or Leased Sites during their infectious period.
- Campus locations where the positive individual worked during their infectious period.
- UCR employees or students with whom the positive individual may have had contact during their infectious period.

UCR requires the positive individual(s) to refrain from coming on the UCR campus or leased spaces until they are released to work as directed by the California Department of Public Health, Riverside County Department of Public Health, and your healthcare professional.

Additional Notes:
UCOP SARS-COV-2 (COVID-19) Vaccination Program

If you experience any delivery challenges by emailing Procurement Services at purchasing@ucr.edu

Work with your department point of contact if you have questions.

If you need a mask while on campus, contact EH&S at (951) 827-5528 8am-5pm, M-F