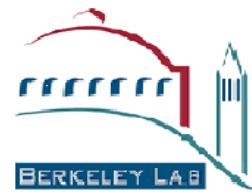


Updates



- **No change to entry requirements**
- **Domestic Travel**
 - **NSD now has one WPC activity (NS-0150) for all future domestic travel**
 - **Reminder – All LBL funded travel in the Bay Area (LLNL, SLAC) still requires COO approval (and on WPC)**
- **No change in International or Conference travel**
- **Flu Clinics Extended into December**
 - **clinic.lbl.gov**

Meetings



Current Berkeley Lab policy allows for in-person meetings with the following requirements:

● **Indoors:**

- Protocol A persons must wear face coverings, but do not have to distance.
- Protocol B persons must wear face coverings and maintain 6 feet distance from others, unless for periods less than 15 minutes in a 24 hour period.
- All persons may remove face coverings to actively eat or drink as long as others are 6 feet away.

● **Outdoors:**

- Protocol A persons are not required to wear face coverings or distance.
- Protocol B persons must either maintain 6 feet distance or wear face coverings. They must be 6 feet away from others when eating or drinking.

- Clean commonly touched surfaces and wash hands frequently or use hand sanitizer.

Recommended

- Meet in person only when necessary
- Meet Outdoors
- Maximize distance and when indoors, avoid eating and drinking
- Good ventilation
- Limit meeting time

Lessons Learned



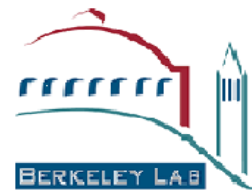
Runaway Vehicle Results in Damage

An employee backed a government issued vehicle into the Redwood Grove parking area. Believing that they had placed the car in park, turned the vehicle off, and exited the vehicle. The employee then began walking away when they heard some branches breaking. The vehicle had rolled back into the trees.

The investigation revealed that the vehicle's transmission was not placed in park and the parking brake had not been set. The failure to use the vehicle safety features allowed the vehicle to move backwards in an uncontrolled fashion.

TAKEAWAYS

- Employees must be familiar with vehicles
- Pub 3000 Ch 60 - "Secure the vehicle by placing the vehicle in park (no gear in GEMs) and engaging the parking brake before exiting the vehicle."



QUESTIONS?