



STATE OF WASHINGTON
DEPARTMENT OF CORRECTIONS
P.O. Box 41100 • Olympia, Washington 98504-1100

August 13, 2020

To: All Superintendents
All Regional Administrators
All Transportation Staff

From: Arminda Svoboda and Ronna Cole, *Ronna Cole* *Svoboda*
Prisons/Health Services Unified Command Incident Comm
Mac Pevey, Assistant Secretary – Community Corrections *MP*
Susie Leavell, Senior Administrator – Reentry *S Leavell*

Subject: Transportation PPE - UPDATE

As the Department continues to improve protocols during the COVID-19 pandemic, we continually receive and evaluate information about how we can further mitigate possible exposure to employees and individuals under our supervision.

In an effort to further reduce risks associated with routine transportation, we are implementing additional safety measures to further protect employees and those individuals we transport. As soon as sufficient supplies of required PPE are locally available, effectively immediately, all transports will be conducted with the following PPE:

Transportation Employees

- **Eye Protection**
- **Surgical Masks**
- **Gloves**

Incarcerated/Supervised Individuals

- **Surgical Masks**

Locations needing to order and receive additional PPE may request orders through a 213 request.

These safety measures apply to all routine transportation functions. However, if the individual being transported is symptomatic or suspected or confirmed as COVID-19 positive, additional PPE is required per the current WA State DOC COVID-19 Screening, Testing, and Infection Control Guideline and PPE Matrix documents. These updates will be reflected in the next published PPE Matrix.

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Note: N95 type masks should NOT be worn by employees conducting routine transportation functions per the PPE Matrix.

This change in transportation-related PPE serves multiple purposes. It will minimize the risk of exposure to employees. Further, in addition to mitigating exposure risks, wearing appropriate PPE may prevent transportation staff from being screened out for the mandatory quarantine period.

Cc: Rob Herzog, Assistant Secretary – Prisons
Danielle Armbruster, Assistant Secretary – Reentry
Jeneva Cotton, Deputy Director Command B
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Tim Birley, Operational Capacity & Transportation Administrator
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