

SOCIAL DISTANCING AND SANITATION PROTOCOL

Business Name: Superior Court of California, County of San Diego

Facility Address: 1100 Union St, San Diego, CA 92101

Businesses must implement all mandatory measures listed in A, B, and F below. Businesses shall select applicable measures listed in C, D, and E below and be prepared to explain why any measure that is not implemented is inapplicable to the business.

A. Signage (Mandatory):

- ✓ Signage has been placed at each public entrance of the facility to inform all employees and customers that they should: avoid entering the facility if they have a cough or fever; maintain a minimum six-foot distance from one another; and not shake hands or engage in any unnecessary physical contact.
- ✓ Signage posting a copy of the Social Distancing Protocol at each public entrance to the facility.

B. Measures to Protect Employee Health (Mandatory):

- ✓ Everyone who can carry out their work duties from home has been directed to do so.
- ✓ All employees have been told not to come to work if sick.
- ✓ All desks or individual work stations in use are separated by at least six feet.
- ✓ Break rooms, bathrooms, and other common areas are being disinfected daily throughout the shift. High touch areas are also being disinfected: all surfaces and touchpoints in public spaces, common areas and within the workplace are to be wiped throughout the daytime with an approved germicide/disinfectant. This includes but is not limited to: sink countertops, towel and toilet paper dispensers, handicap bars, all doors and door handles, door knobs and door push plates, light switches, tables, chairs, benches, escalator handrails, elevator buttons, drinking fountains and any other surfaces that people might touch.

✓ Disinfectant and related supplies are available to all employees at the following location(s):

Central Courthouse: 1100 Union St, San Diego, CA 92101
Hall of Justice: 330 W. Broadway, San Diego, CA 92101
East County Regional Center: 250 East Main St, El Cajon, CA 92020
North County Regional Center: 325 South Melrose Ave, Vista, CA 92081
South County Regional Center: 500 3rd Ave, Chula Vista, CA 91910
Kearny Mesa Courthouse 8950 Clairemont Mesa Blvd, San Diego, CA 92123
Juvenile Court: 2851 Meadow Lark Dr, San Diego, CA 92123

✓ Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):

Central Courthouse: 1100 Union St, San Diego, CA 92101
Hall of Justice: 330 W. Broadway, San Diego, CA 92101
East County Regional Center: 250 East Main St, El Cajon, CA 92020
North County Regional Center: 325 South Melrose Ave, Vista, CA 92081
South County Regional Center: 500 3rd Ave, Chula Vista, CA 91910
Kearny Mesa Courthouse 8950 Clairemont Mesa Blvd, San Diego, CA 92123
Juvenile Court: 2851 Meadow Lark Dr, San Diego, CA 92123

✓ Soap and water are available to all employees at the following location(s):

Central Courthouse: 1100 Union St, San Diego, CA 92101
Hall of Justice: 330 W. Broadway, San Diego, CA 92101
East County Regional Center: 250 East Main St, El Cajon, CA 92020
North County Regional Center: 325 South Melrose Ave, Vista, CA 92081
South County Regional Center: 500 3rd Ave, Chula Vista, CA 91910
Kearny Mesa Courthouse 8950 Clairemont Mesa Blvd, San Diego, CA 92123
Juvenile Court: 2851 Meadow Lark Dr, San Diego, CA 92123

✓ Copies of the Protocol have been distributed to all employees.

C. Measures to Prevent Crowds from Gathering (Check all that apply to the facility):

✓ Limit the numbers of customers and employees in the jury lounge, courtrooms, and business offices, which allows for customers and employees to maintain at least six-foot distance from one another at all practicable times.

✓ Sheriff's deputies are at the door of each building and in each courtroom and can monitor that six-foot distancing is occurring.

D. Measures to Keep People at Least Six Feet Apart (Check all that apply to the facility):

✓ Placing signs outside the facility reminding people to be at least six feet apart, including when in line.

✓ Placing tape or other markings at least six feet apart in relevant public and employee areas within the facility, with signs directing customers to use the markings to maintain distance.

✓ Sheriff's deputies will remind the public to maintain six-foot distancing in the entrance screening lines and also inside the courthouse.

✓ All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to exchange documents, accept payment, deliver services, or as otherwise necessary.

✓ Video remote technology will be utilized for certain hearings to reduce the number of people in the courtroom and allow for six-foot distancing.

✓ Jury trials have been suspended to ensure six-foot distancing.

✓ An online Traffic payment portal is available to allow customers to deal with traffic matters without visiting the facility. Other court services are also available online such as e-filing in specific cases, online case search, etc.

✓ Other services have been temporarily suspended to ensure six-foot distancing.

E. Measures to Prevent Unnecessary Contact (Check all that apply to the facility):

✓ Video remote technology will be utilized for certain hearings to reduce in-person contact with in-custody defendants associated with moving and bussing defendants from the Sheriff's facilities to the courtroom.

✓ Providing online payment options.

✓ Temporarily suspending certain court services to prevent unnecessary contact.

F. Measures to Increase Sanitization (Mandatory):

✓ Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at business office counters, in jury lounges, in restrooms, and in other areas where people have direct interactions.

✓ Disinfecting all high-contact surfaces frequently, as described in B above.