



SEATTLE COLLEGES
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Wildfire Smoke Response Plan

IAW WAC 296-820 (Updated 2026)

1. Purpose

As the frequency of wildfires across the Pacific Northwest of the United States and the western regions of Canada become more frequent so do the increase of smoke pollution in the city of Seattle. In addition to the regular air pollution levels from the processes in the city, wildfire smoke adds additional chemicals and particles to the air we breathe. In accordance with [Washington Administrative Code, WAC 296-820](#) Seattle Colleges must use this wildfire smoke response plan for implementation across the several campuses to ensure the safety of our employees during elevated air pollution events.

Each Campus will be required to submit an addendum to this plan with specific details that will contain the logistics and important locations required by the Code.

2. Scope of Plan

A. Application

This plan applies to all Seattle Colleges employees that work in areas that can be reasonably expected to be exposed to wildfire smoke pollution. Areas that do not have to follow this plan are:

1. Inside enclosed buildings or structures in which the employer ensures that windows, doors, bays, and other exterior openings are kept closed except when it opened to enter or exit.
2. Inside enclosed vehicles in which the air is filtered by a properly maintained cabin filter and the employee ensures that the windows, doors, and other openings are kept closed except when needed to enter or exit the vehicle. (this only applies to Seattle Colleges owned vehicles).



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- To be exempt enclosed buildings and vehicles must have mechanical ventilation or filtration capable of reducing PM_{2.5} levels, consistent with WAC 296-820-805.

B. Wildfire Smoke Worker's Protection Table

The following table summarizes the key requirements of the rule. This is not an exhaustive list, and additional details are found in [Washington Administrative Code, WAC 296-820](#) Sections 805-820.

Current PM _{2.5} (µg/m ³)	Air Quality Index (AQI)	Required Protections
0.0 - 20.4	0 - ~75	Prepare a written Wildfire Smoke Response Plan. Provide wildfire smoke training to personnel. Monitor the PM _{2.5} conditions and forecasts. Maintain a two-way communication system. Ensure access to prompt medical treatment and permit that treatment without retaliation.
20.5 - 35.4	~75 - ~100	All of the above and: Notify personnel of PM 2.5 conditions. Ensure only trained personnel work outdoors. Consider exposure controls. Consider voluntary use respirators.
35.5 - 55.4	~100 - ~150	All of the above and: Implement exposure controls. Make N95 respirators available for voluntary use.
55.5 - 125.4	~150 - ~200	All of the above and: Increase exposure controls. Provide enclosed filtered spaces. Reduce physical exertion Adjust work schedules
125.5 - 225.4	~200 - ~300	All of the above and: Directly distribute N95 respirators for voluntary use Move symptomatic workers to clean-air locations
225.5 - 325.4	~300 - ~500	All of the above and: Strongly encourage respirator use. Increase monitoring of workers
325.5 - 500.3	~500 - ~850	All of the above and: Required use of respirators under the Respiratory Protection Program (fit-testing, medical evals, clean-shaven). *Enrollment not required if personnel exposed at this level for 15 minutes or less in a 24 hour period.
500.4 - 554.9	~850 - ~950	All of the above and: Require respirators with an assigned protection factor (APF) of 15 or more. (half face at P100) N95 Respirators are not sufficient at this level
555 and higher	~950 and higher	All of the above and: Require respirators with an assigned protection factor (APF) of 25 or more.



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3. Roles and Responsibilities

A. College Campuses

Each individual campus is required to ensure that they are in compliance with the Washington State rules for wildfire smoke in [WAC 296-820 Wildfire Smoke](#). This includes:

- i. Ensure all personnel who work outdoors, and their supervisors, attend the Wildfire Smoke Safety course each year. This course shall be attended annually and is administered by District Health and Safety.
- ii. Implement the elements of this Wildfire Smoke response plan. This plan's contents will be part of the annual training and will be reviewed annually.
- iii. Inform employees that they are protected from retaliation for reporting signs or symptoms of wildfire smoke exposure or from seeking care for those signs and symptoms resulting from outdoor work.

B. Personnel

Each individual employee who is working in a capacity that requires them to be exposed to wildfire smoke regularly shall:

- i. Complete the Wildfire Smoke Safety Course each year.
- ii. Follow the Seattle Colleges requirements for preventing wildfire-smoke related illnesses. This includes campus specific requirements which may be added in an addendum.
- iii. Report all wildfire smoke-related symptoms to your supervisor.
- iv. During periods of high wildfire smoke pollution, monitor for health effects and symptoms of overexposure. Know your personal risk factors and aggravating conditions. (i.e. asthma, COPD, diabetes, pregnancy etc.)

4. Employee Health and Safety



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Safety is the responsibility of not only the individual worker but also their supervisory team. Ensuring that everyone is notified of worsening air quality issues and the health effects that come from overexposure is something all employees should accomplish.

A. Communication

- i. Each campus is required to have a reliable 2-way communication system in place to relay the current air quality conditions to employees working outside during hazardous wildfire smoke pollution conditions. Personnel should be able to communicate using these systems to report any smoke-related health symptoms.
- ii. Each campus shall designate and communicate when protective measures are in effect and have PPE such as respirators available for when the levels of wildfire smoke pollution exceed certain levels in Table 1. Campuses will also designate areas where employees can take refuge if they begin to experience symptoms of overexposure to wildfire smoke conditions.
- iii. When two consecutive PM_{2.5} readings cross the threshold or are forecasted to cross a threshold in Table 1 notification and an increase in protective measures are required. Forecasted PM_{2.5} levels must be treated the same as current PM_{2.5} levels for determining required protections.
- iv. Each campus shall obtain accurate AQI readings during the time periods where wildfire smoke may be present.

B. Exposure Response

- i. Any personnel who exhibit or report any wildfire smoke exposure symptoms (listed below) must be allowed to seek medical attention or follow medical advice they have already been given.
- ii. Employees must be informed of their right to obtain medical evaluation and removal without retaliation, and how to access voluntary-use respirators at no cost.



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- iii. Campus leadership must not retaliate against any individual for seeking medical attention or following approved medical advice.
- iv. Supervisors of employees working in areas exposed to wildfire smoke must monitor personnel who may be experiencing the symptoms of overexposure (listed below). Supervisors must have procedures in place for obtaining medical attention for affected employees.
- v. Supervisors of employees shall take steps to reduce the continued employee exposure to wildfire smoke polluted air. Reduction of exposure shall take place if the employee experiences symptoms or is exposed to intense wildfire smoke pollution. If exposure controls are in place, including respiratory protection, these steps must still be taken.
- vi. If the current $PM_{2.5}$ is above $250.5 \mu\text{g}/\text{m}^3$, employees required to work outside experience symptoms that require medical attention they must be taken to:
 - a. A location where the AQI is proven to be less than 250.5 $\mu\text{g}/\text{m}^3$.
 - b. An enclosed building, structure, or vehicle with HEPA filtration in place for the volume of the entire space.
- vii. Campuses must have effective provisions made in advance for prompt medical attention of employees that are experiencing symptoms of overexposure to wildfire smoke. Campuses can:
 - a. Reference a current Accident Prevention program.
 - b. Reference a First Aid Plan with that information.

C. Air Quality Exposure Controls

Controls are measures that are put in place to keep an employee from full exposure to the air pollution hazard.

- i. **$PM_{2.5}$ at or above $20.5 \mu\text{g}/\text{m}^3$ (AQI ~75)**
 - a. When the $PM_{2.5}$ is above $20.5 \mu\text{g}/\text{m}^3$ (AQI ~75) at an outdoor work location, campus leadership is required to:



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1. Communicate wildfire smoke hazards
 2. Provide wildfire smoke training
 3. Provide respiratory protection
- b. Exposure controls required at higher levels are optional when the AQI is between 75 and 100.

ii. PM_{2.5} at or above 35.5 µg/m³ (AQI ~101)

- a. When the PM_{2.5} is above 35.5 µg/m³ (AQI ~101) or higher in an outdoor work location campus leadership is required to provide controls which are not limited to:
 1. Provide work and rest areas in enclosed buildings, structures, or vehicles where the air is properly and effectively filtered.
 2. Provide portable HEPA filters in enclosed areas
 3. Relocate outdoor work to indoors or moving work to a lower AQI outdoor location
 4. Changing work schedule for another time where AQI is lower
 5. Avoiding work that produces additional dust, fumes, or smoke.
 6. Reducing the amount of physical exertion required for tasks outdoors.
 7. Providing additional rest periods.
 8. Monitoring personnel for exposure symptoms.
 9. Making N95 respirators available for voluntary use, if available
- b. Per DOSH Directive 8.20 (2025), PM_{2.5} ≥ 35.5 µg/m³ (AQI ~101) is considered 'unhealthy for sensitive groups,' and outdoor workers are treated as sensitive. Failure to implement required controls at or above this level may result in a serious violation.

D. Respiratory Protection Requirements



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Campuses must provide the proper respirators and encourage or require personnel to wear them if they are actively working outside in elevated levels of wildfire smoke pollution.

- i. If $PM_{2.5}$ is greater than **$35.5 \mu\text{g}/\text{m}^3$** (AQI ~101) but less than **$125.4 \mu\text{g}/\text{m}^3$** (AQI ~200) campuses are required to provide N95 respirators to all potentially exposed personnel. Personnel are not required to use an N95 respirator, but campuses must encourage exposed employees to use them. If an employee uses the respirators provided the campus must provide training on the type that is used and any advisory information about the respirator.
- ii. If $PM_{2.5}$ is greater than **$35.5 \mu\text{g}/\text{m}^3$** (AQI ~101) but less than **$125.4 \mu\text{g}/\text{m}^3$** (AQI ~200) campuses are required to provide N95 respirators to all potentially exposed personnel. Personnel are not required to use an N95 respirator, but campuses must encourage exposed employees to use them. If an employee uses the respirators provided the campus must provide training on the type that is used and any advisory information about the respirator. If $PM_{2.5}$ is between **$35.5 \mu\text{g}/\text{m}^3$**
- iii. If $PM_{2.5}$ is greater than **$125.5 \mu\text{g}/\text{m}^3$** (AQI ~201) and less than **$325.4 \mu\text{g}/\text{m}^3$** (AQI ~500) the campuses **must** distribute N95 respirators directly to any employee still required to work outside during these elevated pollution levels. Campuses are required to encourage personnel to use a respirator, but personnel are not required to wear them. All training and advisory information must be provided to the exposed employees that wear a respirator.
- iv. If $PM_{2.5}$ is greater than **$125.5 \mu\text{g}/\text{m}^3$** (AQI ~201) and less than **$325.4 \mu\text{g}/\text{m}^3$** (AQI ~500) the campuses **must** distribute N95 respirators directly to any employee still required to work outside during these elevated pollution levels. Campuses are required to encourage personnel to use a respirator, but personnel are not



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required to wear them. All training and advisory information must be provided to the exposed employees that wear a respirator.

- v. At levels between **225.5 $\mu\text{g}/\text{m}^3$** (AQI ~300) and **325.4 $\mu\text{g}/\text{m}^3$ (AQI ~500)** employers must strongly encourage the use of supplied N95 respirators.
- vi. If $\text{PM}_{2.5}$ is greater than **325.5 $\mu\text{g}/\text{m}^3$** (AQI ~501) and exposure to employees must occur, the employee must be enrolled in a **Seattle Colleges Respiratory Protection Program**. Employees are required to wear campus provided respirators. At these levels the respirator must be the following.
 - a. An N95 respirator
 - b. Half facepiece air-purifying respirator equipped with P100 filters.
 - c. Any other respirator fitted with a P100 filter, with an assigned protection factor (APF) of 10 or more.
- vii. Additional respiratory protection information
 - a. If $\text{PM}_{2.5}$ levels are above 500 $\mu\text{g}/\text{m}^3$ and above the AQI scale respirators will be provided with an assigned factor of 15 or above. N95s are no longer sufficient at this level.
 - b. If $\text{PM}_{2.5}$ levels are above 555 $\mu\text{g}/\text{m}^3$ and above the AQI scale respirators will be provided with an assigned factor of 25 or above.
 - c. Respiratory program enrollment is only required for employees exposed to more than 15 minutes of wildfire smoke polluted air over AQI 500 in a 24-hour period.
 - d. See *Appendix 1* for the OSHA required [Advisory Information for employees who Voluntary wear Respirators](#).



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E. Wildfire Smoke Training

All personnel required to work outdoors or in other areas exposed to wildfire smoke pollution (AQI ~75) are required to take Seattle Colleges Wildfire Smoke training initially and annually. The training will initially be provided by District Health and Safety via Zoom until such a time a suitable online course is available.

Note: If a newly hired employee is required to work in high wildfire smoke conditions, they can be paired with an experienced and trained employee while working until a course is available.

District Health and Safety will provide a wildfire smoke information page with information and resources.

Washington State L&I also provides information at [WA L&I Wildfire Smoke Information](#), (Note: L&I no longer maintains its own PM_{2.5} map utilize WA Ecology's map)

i. Training Requirements

1. The health effects and symptoms of smoke exposure
2. Reporting symptoms of wildfire exposure
3. Medical rights after wildfire smoke exposure
4. The Washington Administrative Code requirements set forth in [WAC 296-820-805 to 860](#).
5. The campus methods of monitoring current AQI of worksites.
6. Where employees can obtain information about current air quality on each campus, and how the campus communicates the air quality to each employee.
7. The District Wildfire Smoke Response plan, which includes how each campus meets the specific requirements of the plan including methods to protect employees and response procedures for symptoms of exposure to wildfire smoke.



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8. Utilization of a properly fitted respirator when exposed to wildfire smoke. What are the benefits and limitations of these respirators.
9. Risks and limitations of using an unfitted respirator, and the risks of wearing a respirator without a medical evaluation.
10. How to properly wear, use and maintain the respirators provided by the campus.

ii. Supervisors training requirements

1. Implementation of this plan and procedures
 2. Procedures for dealing with an employee exhibiting smoke exposure symptoms.
 3. Procedures for moving and transporting an employee who has been overexposed to an emergency medical provider.
- Other appropriate care shall be given, if necessary.

5. Wildfire Smoke Related Illness Response

If an employee working in a poor air quality worksite begins to experience any of the symptoms of wildfire smoke-related illness. It is that employee's responsibility to report this to their supervisor. Also, if another employee witnesses these symptoms, it is their responsibility to report the condition as well. Prompt action will prevent any illness from getting worse. All supervisors should be observant during periods of low air quality to ensure their employees remain safe from smoke-related illness.

A. Symptoms of wildfire smoke are as follows (in increasing severity):

- i. Coughing, difficulty breathing, wheezing, shortness of breath, asthma attack, runny nose, sore throat and sinus pain or pressure.
- ii. Headache, scratchy or irritated eyes, fatigue, or tiredness.
- iii. Chest pain or discomfort, fast irregular heartbeat, feeling weak, light-headed, faint, dizzy, pain in the jaw, neck or back.



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- iv. Sudden numbness or weakness in the face, arm or leg – especially on one side of the body, sudden confusion, trouble speaking or difficulty understanding speech, sudden trouble seeing in one or both eyes, sudden trouble walking, dizziness, loss of balance, lack of coordination, sudden severe headache.

B. General response procedures to wildfire smoke illness

- i. Escort the individual to a safe location with proper air quality
- ii. Let the ill employee rest and monitor their symptoms.
- iii. If an employee's condition worsens or does not respond at all, call emergency services.
- iv. If an employee is in a location not accessible to emergency services ensure there are procedures and equipment available to move the employee to an area where they can be treated.

C. After Incident Requirements

- i. If an individual exposed to wildfire smoke receives medical attention for illness, then the individual must be cleared by a medical provider with written authorization before returning to work. Any limitations or restrictions on resuming work must be communicated to the employee's supervisor.
- ii. The employee or their supervisor must submit an accident report to District Safety and Health as soon as reasonably practical.
- iii. Seattle Colleges will **NOT** retaliate against an employee for reporting an air quality hazard, an illness, or for seeking medical treatment for an illness or injury, including exposure to wildfire smoke.



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Appendix 1



Washington State Department of
Labor & Industries

Advisory Information for Employees Who Voluntarily Use Respirators



Respirators Rule, Table 2, WAC 296-842-11005

Respirators protect against airborne hazards when the right one is chosen and used. Respirator use required by L&I's Division of Occupational Safety and Health (DOSH) or your employer is not voluntary. With required use, your employer needs to provide further training and meet additional requirements in WAC 296-842 Respirators. DOSH recommends voluntary use of respirators when exposure to substances is below DOSH permissible exposure limits (PELs) because they may provide an additional level of protection.

Voluntary use of respirators can create hazards for the wearer. If you choose to voluntarily use a respirator (provided by you or your employer), you can avoid these hazards by knowing how to use and clean your respirator.

Take these steps:

- Read and follow all instructions provided by the manufacturer about use, maintenance (cleaning and care), and warnings regarding the respirator's limitations.
- Choose respirators certified by National Institute for Occupational Safety and Health (NIOSH) that will protect you against the hazard of concern. If a respirator isn't certified by NIOSH, it may not meet minimum design and performance standards for workplace use.
 - A NIOSH approval label will appear on or in the respirator packaging. It will tell you what protection the respirator provides.
 - Keep track of your respirator so you don't mistakenly use someone else's.
 - **Do not** wear your voluntary respirator into areas or situations that require a respirators like:
 - Atmospheres that contain hazards that your respirator isn't designed to protect against. For example: a respirator designed to filter dust particles won't protect you against solvent vapor, smoke, or oxygen deficiency.
 - Areas or processes that have required respirator use, when you are only allowed voluntary use.

Employers may give this information to employees using respirators voluntarily to satisfy the requirement for providing Table 2 in WAC 296-842-11005 Respirators.

To learn more about respirators see WAC 296-842 Respirators.,

<https://app.leg.wa.gov/WAC/default.aspx?cite=296-842>



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South Seattle College Campus

Wildfire Smoke Response Plan Addendum

This addendum will list the specific requirements set forth in with [Washington Administrative Code, WAC 296-820](#) and the Seattle Colleges Wildfire Smoke Plan. This part of the plan will annually be reviewed before the start of summer each year to provide continuation of its validity.

A. List of departments, job titles and activities that are considered outdoors work and meet the regulation requirements.

i. Facilities

- | | |
|------------------------------------|------------------------------------|
| • Associate Director of Facilities | Supervisory |
| • Grounds and Nursery Specialist | Grounds Maintenance |
| • Custodial Maintenance | Custodial/ Maintenance |
| • Custodial | Custodial Jobs/ Garbage Collection |

ii. Security

- | | |
|----------------------------|------------------------------------|
| • Campus Security Officer | Security Patrols / First Responder |
| • Campus Security Seargent | Supervisory / First Responder |

B. How will South Seattle College communicate with employees and students to relay information on air quality.

i. Facilities

- Email, text or verbally communicate to the staff when the IAQ levels have been exceeded.

ii. Security

- Email, text or verbally communicate to the staff when the IAQ levels have been exceeded.



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C. How will South Seattle Colleges obtain accurate AQI information?

i. Facilities & Security

- Seattle Colleges will use WA Ecology's NowCast PM_{2.5} data, EPA Fire & Smoke Map, and local clean air agency monitors as primary sources. AQI values must be based on NowCast PM_{2.5}

D. How will the Department monitor personnel for exposure-related symptoms during elevated wildfire smoke conditions?

i. Facilities

- Facilities department policy is that all employees' complete projects with a second person in a buddy system as normal operations. During elevated wildfire smoke levels and increased PM_{2.5} all outdoor workers will be reminded to team up in a buddy system so that if one experiences symptoms the other can assist and report back to the supervisor. At higher levels of AQI employees will be required to check in with their supervisor at set intervals.

ii. Security

- Security personnel will have radios and cell phones and are able to notify supervisors if there are symptoms of over exposure. At higher AQI, vehicle patrols will be used as a primary security method, and outdoor activities will be reduced to transiting between buildings and emergencies.

E. How will the Department reduce exposure based on symptoms?

- If symptoms occur at any level of AQI the employee will be directed or escorted to the employee breakroom where they will be allowed to rest and be monitored periodically. For serious symptoms Security and 911 will be called and directed to assist the employee.

F. When AQI is over 351 what methods will be used to reduce exposure to employees (Section 4 (2) (ii))

i. Facilities



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- During periods of high wildfire smoke pollution (AQI over 351) jobs that will require employees to work outdoors will be vetted based on importance. When AQI meets the threshold employees will be given an N95 and strongly recommend that they are worn during the time the employee is outside. Based on wildfire smoke pollution work/rest periods will be changed to allow employees more time to recover from wildfire smoke air pollution.

ii. Security

- During periods of high wildfire smoke pollution (AQI over 351) outdoor activities will be reduced to only necessary assignments. Security will rely on cameras and quick trips outside to visit different buildings, for high levels vehicle patrols will be the primary patrol option. Security will require officers to check in at intervals if they are outside for a long period of time.

G. For each level each Department must describe the procedure for distributing respirator protection at each level of AQI.

i. Facilities

- Once wildfire smoke levels reach an AQI of 72 all employees will be provided with an N95 respirator as a tool to use if needed. If the AQI is higher than 351 and employees must continue to work outdoors, then they will have the N95 that was provided to them during lower smoke levels. Additional respirators will be kept in a closet ready to be issued.

ii. Security

- Security has a supply of N95 respirators ready for wildfire smoke conditions. They will be kept in a location that is available for security employees to take at any time needed.

H. What are the Unit's Campus's specific response procedures?

i. Response to wildfire smoke related health injuries

- If a minor health concern related to wildfires smoke conditions is reported by an employee, then they will be requested or escorted to a location that is properly filtered. In this location they will be monitored for any worsening until they are fit to go home or back to work.
- If there is a serious symptom of wildfire smoke, then the person will be immediately escorted to a location that is indoors and appropriately



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filtered. Emergency services would be contacted as well as campus security for assistance.

ii. Procedures to assist personnel who may work alone and need medical assistance for smoke-related symptoms.

- During times of wildfire smoke pollution, where the AQI is in the danger level, working solo is not advised unless in an emergency. All departments utilize the buddy system during normal operations and during wildfire smoke pollution days they will continue to do so.
- If an employee is required to work alone then they will be required to notify supervisors of their location and give routine checks to ensure they employee is not experiencing symptoms of wildfire smoke pollution.

iii. Response to an individual who does not respond back, how to direct emergency services.

- During periods of increased wildfire smoke pollution, it is highly unlikely that a person will be alone completing work outdoors.
- If a person is working solo outdoors and does not respond back, security will be contacted to locate the individual. Once the person is located then they will be taken indoors to a location with cool air and appropriate air filtration and await emergency services.

iv. Response to individuals working in remote locations.

- No location on South Seattle Campus or Georgetown is considered remote by the definition in the regulations.

I. Designated Personnel

i. Employees who have authority to enact ventilation changes to buildings and alternate.

- Employees must be able to verify air filtration is MERV 13 or higher
- Employees must be able to run HVAC in recirculation modes.
- Employees must take necessary steps to ensure that environmental PM_{2.5} is reduced to safe levels.



Seattle Central College Campus

Wildfire Smoke Response Plan Addendum

This addendum will list the specific requirements set forth in with [Washington Administrative Code, WAC 296-820](#) and the Seattle Colleges Wildfire Smoke Plan. This part of the plan will annually be reviewed before the start of summer each year to provide continuation of its validity.

A. List of departments, job titles and activities that are considered outdoors work and meet the regulation requirements.

i. Facilities Department

- | | |
|--------------------------|---------------------------|
| • Maintenance/ Mechanics | Grounds / Maintenance |
| • Custodial | Custodial/ Groundskeeping |

ii. Security

- | | |
|----------------------------|------------------------------------|
| • Campus Security Officer | Security Patrols / First Responder |
| • Campus Security Sergeant | Supervisory / First Responder |
| • Campus Security Guard | Security Patrols |

B. How will Central Seattle College Communicate with employees to relay information on air quality.

i. Facilities Department

- Email communication to the staff when the IAQ levels have been exceeded.



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ii. Security

- Email communication to the staff when the IAQ levels have been exceeded.
- Cell phone and radio notifications.

C. How will Seattle Central Colleges obtain accurate AQI information?

i. Facilities & Security

- Seattle Colleges will use WA Ecology's NowCast PM_{2.5} data, EPA Fire & Smoke Map, and local clean air agency monitors as primary sources. AQI values must be based on NowCast PM_{2.5}

D. How will the Campus / Department monitor personnel for exposure-related symptoms during elevated wildfire smoke conditions?

i. Facilities

- During elevated wildfire smoke levels and increased PM^{2.5} all outdoor workers will be required to team up in a buddy system so that if one experiences symptoms the other can assist.

ii. Security

- Security personnel will have radios and cell phones and are able to notify supervisors if there are symptoms of over exposure. At higher AQI, cameras will be used as a primary security method and outdoor activities will be reduced to transiting and emergencies.

E. How will the Department reduce exposure based on symptoms?

- If symptoms occur at any level of AQI the employee will be directed or escorted to the employee breakroom where they will be allowed to rest and be monitored periodically. For serious symptoms Security and 911 will be called and directed to assist the employee.

F. When AQI is over 351 what methods will be used to reduce exposure to employees (Section 4 (2) (ii))

i. Facilities



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- During periods of high wildfire smoke pollution (AQI over 351) jobs that will require employees to work outdoors will be vetted based on importance. If a job is necessary, then employees will be given an N95 and strongly recommend that they are worn during the time the employee is outside. Based on wildfire smoke pollution work/rest periods will be changed to allow employees more time to recover from air pollution.

ii. Security

- During periods of high wildfire smoke pollution (AQI over 351) outdoor activities will be reduced to only necessary assignments. Security will rely on cameras and quick trips outside to visit different buildings. Campus is more compact and therefore transit time will be minimal. Security will require officers to check in at intervals if they are outside for a long period of time.

G. For each level each Campus / Department must describe the procedure for distributing respirator protection at each level of AQI.

i. Facilities

- Once wildfire smoke levels reach an AQI of 72 all employees will have the option of being provided with an N95 respirator. Once the AQI is higher than 351 then respirators must be provided to all employees with outdoor jobs. The respirators will be kept in a closet ready to be issued.

ii. Security

- Security has a supply of N95 respirators ready for wildfire smoke conditions. They will be kept in a location that is available for security employees to take.

H. What are the Unit's Campus's specific response procedures?

i. Response to wildfire smoke related health injuries

- If a minor health concern related to wildfires smoke conditions is reported by an employee, then they will be requested or escorted to a location that is properly filtered. In this location they will be monitored for any worsening until they are fit to go home or back to work.
- If there is a serious symptom of wildfire smoke, then the person will be immediately escorted to a location that is indoors and appropriately



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filtered. Emergency services would be contacted as well as campus security for assistance.

ii. Procedures to assist personnel who may work alone and need medical assistance for smoke-related symptoms.

- During times of wildfire smoke pollution, where the AQI is in the danger level, working solo is not advised unless in an emergency.
- If an employee is required to work alone then they will be required to notify supervisors of their location and give routine checks to ensure they employee is not experiencing symptoms of wildfire smoke pollution.

iii. Response to an individual who does not respond back, how to direct emergency services.

- During periods of increased wildfire smoke pollution, it is highly unlikely that a person will be alone completing work outdoors.
- If a person is working solo outdoors and does not respond back, security will be contacted to locate the individual. Once the person is located then they will be taken indoors to a location with cool air and appropriate air filtration and await emergency services.

iv. Response to individuals working in remote locations.

- No location on Seattle Central, Wood Technology Center or Seattle Maritime Academy is considered remote by the definition in the regulations.

I. Designated Personnel

i. Employees who have authority to enact ventilation changes to buildings and alternate.

- Employees must be able to verify air filtration is MERV 13 or higher
- Employees must be able to run HVAC in recirculation modes.
- Employees must take necessary steps to ensure that environmental PM_{2.5} is reduced to safe levels.



North Seattle College Campus

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ii. Security

- | | |
|----------------------------|------------------------------------|
| • Campus Security Officer | Security Patrols / First Responder |
| • Campus Security Seargent | Supervisory / First Responder |

B. How will North Seattle College communicate with employees to relay information on air quality.

i. Facilities

- Email, text or verbally communicate to the staff when the IAQ levels have been exceeded.

ii. Security

- Email, text or verbally communicate to the staff when the IAQ levels have been exceeded.



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- Cell phone and radio notifications.

C. How will North Seattle College Departments obtain accurate AQI information?

i. Facilities & Security

- Seattle Colleges will use WA Ecology's NowCast PM_{2.5} data, EPA Fire & Smoke Map, and local clean air agency monitors as primary sources. AQI values must be based on NowCast PM_{2.5}

D. How will the Department monitor personnel for exposure-related symptoms during elevated wildfire smoke conditions?

i. Facilities

- Facilities department policy is that all employees' complete projects with a second person in a buddy system as normal operations. During elevated wildfire smoke levels and increased PM_{2.5} all outdoor workers will be reminded to team up in a buddy system so that if one experiences symptoms the other can assist and report back to the supervisor. At higher levels of AQI employees will be required to check in with their supervisor at set intervals.

ii. Security

- Security personnel will have radios and cell phones and are able to notify supervisors if there are symptoms of over exposure. At higher AQI, vehicle patrols or underground patrols will be used as a primary security method and outdoor activities will be reduced to transiting between buildings and emergencies.

E. How will the Department reduce exposure based on symptoms?

- If symptoms occur at any level of AQI the employee will be directed or escorted to the employee breakroom where they will be allowed to rest and be monitored periodically. For serious symptoms Security and 911 will be called and directed to assist the employee.

F. When AQI is over 351 what methods will be used to reduce exposure to employees (Section 4 (2) (ii))

i. Facilities



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- During periods of high wildfire smoke pollution (AQI over 351) jobs that will require employees to work outdoors will be vetted based on importance. When AQI meets this threshold employees will be given an N95 and strongly recommend that they are worn during the time the employee is outside. Based on wildfire smoke pollution work/rest periods will be changed to allow employees more time to recover from wildfire smoke air pollution.

ii. Security

- During periods of high wildfire smoke pollution (AQI over 351) outdoor activities will be reduced to only necessary assignments. Security will rely on cameras, vehicle patrols and interior patrols to visit different buildings. Security will require officers to check in at intervals if they are outside for a long period of time.

G. For each level each Department must describe the procedure for distributing respirator protection at each level of AQI.

i. Facilities

- Once wildfire smoke levels reach an AQI of 72 all employees will have the option of being provided with an N95 respirator. Once the AQI is higher than 351 then respirators must be provided to all employees with outdoor jobs. The respirators will be kept in a closet available to employees.

ii. Security

- Security has a supply of N95 respirators ready for wildfire smoke conditions. They will be kept in a location that is available for security employees to take when wildfire smoke levels increase to alert levels.

H. What are the Departments specific response procedures?

i. Response to wildfire smoke related health Injuries

- If a minor health concern related to wildfires smoke conditions is reported by an employee, then they will be requested or escorted to a location that is properly filtered. In this location they will be monitored for any worsening until they are fit to go home or back to work.
- If there is a serious symptom of wildfire smoke, then the person will be immediately escorted to a location that is indoors and appropriately



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filtered. Emergency services would be contacted as well as campus security for assistance.

ii. Procedures to assist personnel who may work alone and need medical assistance for smoke-related symptoms.

- During times of wildfire smoke pollution, where the AQI is in the danger level, working solo is not advised unless in an emergency.
- If an employee is required to work alone then they will be required to notify supervisors of their location and give routine checks to ensure they employee is not experiencing symptoms of wildfire smoke pollution.

iii. Response to an individual who does not respond back, how to direct emergency services.

- During periods of increased wildfire smoke pollution, it is highly unlikely that a person will be alone completing work outdoors.
- If a person is working solo outdoors and does not respond back, security will be contacted to locate the individual. Once the missing person is located then they will be taken indoors to a location with cool air and appropriate air filtration and await emergency services.

iv. Response to individuals working in remote locations.

- No location on Seattle Central, Wood Technology Center or Seattle Maritime Academy is considered remote by the definition in the regulations.

I. Designated Personnel

i. Employees who have authority to enact ventilation changes to buildings and alternate.

- Employees must be able to verify air filtration is MERV 13 or higher
- Employees must be able to run HVAC in recirculation modes.
- Employees must take necessary steps to ensure that environmental PM_{2.5} is reduced to safe levels.