



## EXHIBIT 5

Midpeninsula Regional  
Open Space District

# Memorandum

DATE: August 9, 2017

MEMO TO: All District Staff

FROM: Michael Jurich  
Heather Reiter

SUBJECT: Mt Umunhum Radar Tower Access – Updated Protocol  
Supersedes Previous Versions

---

As a reminder, current District policy restricts entry into the radar tower building on Mount Umunhum. Staff will not enter the building unless they have a legitimate reason to do so and have prior approval from their supervisor. **In order to ensure staff safety, supervisors must check and obtain clearance from Area Manager Michael Jurich prior to authorizing staff to enter the building.**

Staff are required to have a second person with them when inside the tower; this includes checking for trapped wildlife and any necessary maintenance activities. Staff must unsecure both the North and South facing doors before entering the radar tower. This will allow two options to exit the building in an emergency and ensure that the building does not meet the definition of a confined space. Once the summit is open to the general public, staff will need to secure both the North and South facing doors from the interior to prevent someone from entering the building without staff being aware.

In response to lead contaminated dust in the radar tower, and after conferring with Michael Sharp at Hazard Management Solutions, we have established new procedures for entry into the radar tower. Any staff member, or other individuals escorted by our staff, will now be required to wear additional personal protective equipment (PPE's) to protect against potential exposure, the following **must be worn at all times** when inside the tower.

- Full Tyvex suit with hood
- Disposable Tyvex booties to cover personal shoes/boots
- Disposable neoprene (or similar) gloves

Recommended, until air sampling is completed

- Half mask respirators with HEPA (P-100) cartridges, if you are in the voluntary respirator program and have been medically cleared to wear a respirator.
- Single use filtering face piece respirator, if you have not been cleared to wear a respirator. These masks are not as effective because air leaks around the edges.

When staff are ready to exit the tower, staff will use the following protocol to decontaminate themselves.

- Using a HEPA vacuum remove any excess dust, dirt, or debris on protective clothing.
- Remove booties and disposable clothing (Tyvex suit) in a fashion that entraps the dust on the suit (roll the suit down the body) rather than allowing any material to become airborne.
- Wipe hands, arms, hair, and exterior of respirator with wet wipes, or use HEPA vacuum.
- Place all disposable PPE's inside a plastic garbage bag, and then remove disposable gloves. After completing this decontamination process, clean hands with a new wet wipe and discard in garbage bag. Seal bag by tying then discard as normal trash.

We have instituted these additional protective measures out of an abundance of caution to reduce the potential of exposure to anyone entering the tower. Staff will need to coordinate obtaining the PPE's from Area Manager Michael Jurich before going up to the tower.

In addition, the roof of the radar tower is a Controlled Access Zone due to the height and lack of safety railing around the outside edge. Because of this, no District staff, or third party, will access the roof without prior approval directly from Michael Jurich, proper training in fall protection procedures, and the proper use of fall protection equipment. Additionally, two persons must be present and using fall protection equipment when on the roof.

Before anyone accesses the roof, they will need to be trained in proper use of our fall protection equipment by Cody Fickes prior to access. Training records must be forwarded to Heather Reiter once completed.

If you have any questions, please contact Michael Jurich or Heather Reiter.