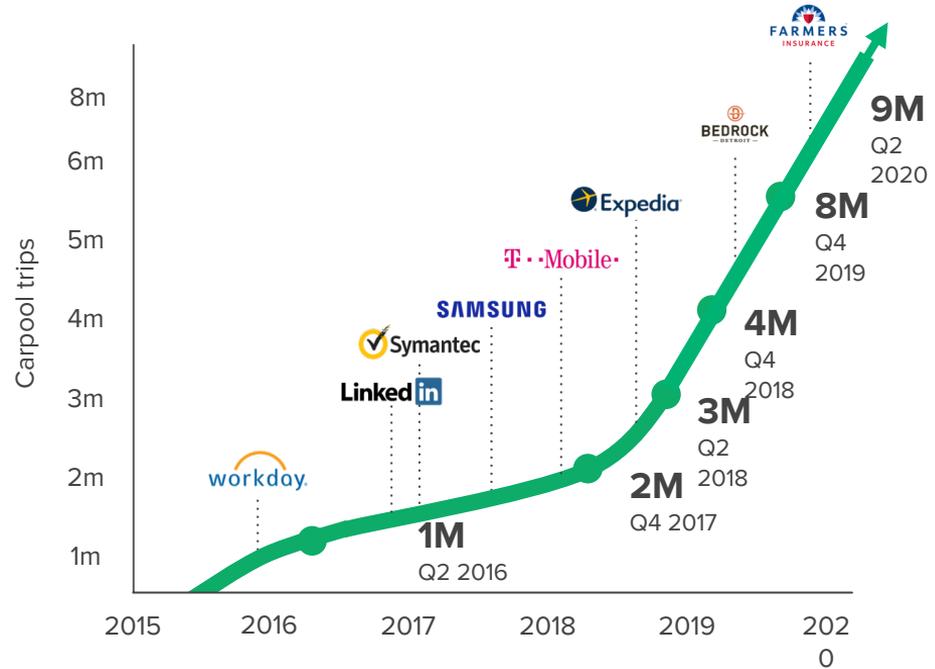


Introduction



Rob Sadow
CEO



2015

Year founded

130M

Miles shared

115M

lbs CO₂ reduced

Carpooling is a critical component of the return to workplace

1. **Lower capacity** compared to other shared transportation options
2. Carpooling is a **door-to-door** service
3. Carpooling allows **control over airflow**
4. Carpooling communities are built on **trust**
5. **Increased control and autonomy** to create the experience that feels safest

1/3 of commuters do not have individual access to a car.

Scoop has created a safe carpool protocol

Protocol was developed based on public health recommendations, current research, and input from Scoop customers to enable a safe carpooling experience in the initial phases of return to workplace.

- All carpoolers must be symptom-free for the previous 14 days
- Masks required
- Two-person carpools only
- No physical contact
- Rider sits in back right seat
- No two-seater vehicles allowed
- Carpoolers must disinfect common surfaces between carpools
- Physical distance at all times when entering/exiting
- Increased airflow encouraged (window vs. AC)

We'll keep this protocol in effect until public health guidance and phasing changes.

How you can help employers and commuters

1. Recognize the importance of carpooling in the return to workplace, especially for commuters that don't have individual access to a car or may be uncomfortable with a prior mode choice
2. Communicate a safe carpool protocol so employers and commuters understand how to carpool safely in the return to workplace
3. Work with other Bay Area counties to get to consistent safe carpool guidance for all Bay Area commuters

Thank you!

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scoop

**QUESTIONNAIRE RELATING TO THE ECONOMIC RECOVERY
PHASES OF COVID-19 AND PLANS, GUIDELINES, AND NEEDS
RELATIVE TO THE SAFE OPENING OF BUSINESSES AND OTHER
INSTITUTIONS**

Company/Organization Name: Scoop Technologies

Industry/Sector: Transportation and Technology

Date: June 5, 2020

1. Are you open or partially open? No
 - a. Are you an essential business? No
 - b. Are you open under an exception such as: N/A
 - i. Outdoor Business?
 - ii. Pickup/Delivery?
 - iii. Curbside Retail?
 - iv. Food Distribution?
 - c. Have employees and customers cooperated with the health safety protocols? Yes
 - d. To your knowledge, have employees or customers become infected with COVID-19? Yes
2. How many of your activities can be moved outdoors? None
3. For indoor activities:
 - a. How can social distancing be maintained at points of ingress and egress, where people normally cluster? We will be placing occupancy limits when our office reopens in common areas and points of ingress and egress. Some examples are, only 2 individuals in elevator at one time, single occupancy in bathrooms indicated by sign outside of door, no communal lunch.
 - b. How can employees and visitors be protected from transmission of the virus (e.g., no-touch temperature checks, hand sanitizer, masks, and face shields)? We will have a sanitation station when individuals arrive. They will be asked to wash hands and take their temperature. We will require masks indoors at all times.

- c. How will Personal Protective Equipment (such as face covering and gloves) and hand sanitizer be provided before entry? We will require that everyone arrives with a mask on. If someone is to forget their mask, we will provide one for them. We will not require gloves.
- d. Can the times of activities be staggered to reduce the amount of people gathered at any one time? Yes, however, we will not be asking people to work off hours.
- e. Can customers make appointments to gain entry while inside capacity is restricted? N/A
- f. How can social distancing be maintained inside your premises? We will set occupancy limits on common areas. We will also space desks to be 6 feet apart.

4. What is your plan to acquire and distribute Personal Protective Equipment (like masks and gloves) and testing to your employees? We plan on purchasing additional masks from either our snack vendor, or simply through the internet. We do not plan on requiring gloves

5. How can you adapt to accommodate different size gatherings that may be allowed by the Public Health officer? (Smaller gatherings are likely to be allowed before very large ones.) We don't host large gatherings in our office, other than normal use. We will come back at 30%, 60% and then 100% capacity between now and EOY.

6. To meet the need for possible contact tracing, how would you maintain lists of employees and visitors with their contact information for contact tracing? (It is understood that lists of attendees would only be provided in the event of an infection that needed to be traced, and then only to public health personnel trained in medical confidentiality.) We will use our HRIS system.

7. In order to assist safe and productive re-opening, what are your needs relative to:

- a. Regulation? Understanding what is required of an office of our size and type.
- b. Licensure? N/A
- c. Childcare? We will need to support our parents on the team with feasible childcare options.
- d. Housing? We will want to support our employees who wish to WFH to be able to do so.
- e. Digital Inclusion? We will work with our IT teams to make sure every team member is set up.
- f. Commute-Free Working? We will provide the option to WFH through EOY.

8. If you have been opened or partially opened, what challenges have you experienced? N/A

9. If you have been opened or partially opened, how has the community's adherence and response to the COVID health safety protocols been? N/A

Guidelines for Safe Carpooling

Why carpooling is an important part of the return to workplaces

As organizations gear up to create new workplace and facilities protocols and procedures to minimize risks associated with COVID-19, one thing is certain: safety for the American workforce starts the moment they leave their house and start their commute.

Every transportation mode now needs to be evaluated against the following attributes:

Safety

Every return-to-workplace plan must be rooted in safety and minimizing the risk of exposure, and that all begins with the commute. Your workforce may be returning in waves and needing different modes than you previously planned for. With health professionals and governments predicting at least some form of social distancing to be intact through 2022, many modes of transportation need to be revisited for health and safety viability.

Cost

Financial experts predict the economic impacts of COVID-19 may have a variety of outcomes, from a “V-shaped” recovery to other signs (like record unemployment rates) pointing to a prolonged recession. Now, more than ever, your organization and workforce will need to rely on transportation options that are affordable and cost-controlled.

Availability

Physical distancing may prove to be a difficult hurdle to overcome for most shared transportation options. For example, the density that once made mass transit attractive is leading to increased safety concerns, and now reduced budget cuts and dramatic drops in ridership as a result. On the other hand, driving alone is not an equitable solution either, as many people do not own or have access to a car. Additionally, driving alone is unsustainable as a rush to single-occupancy vehicles could result in large travel time increases in transit heavy communities like San Francisco.

COVID-19 is flipping conventional wisdom about the commute on its head. Density is no longer viable or attractive to commuters due to exposure risk concerns, and that severely limits the options of many commuters without access to SOVs.

It's an employer's responsibility to provide safe and reliable commute options, and an individual's responsibility to choose what works for them with an understanding of how their choices affect others.

Why carpooling is a safe transportation option

1. **Carpooling is lower capacity compared to other shared transportation options.**

Carpooling is a shared transportation mode that can reduce capacity to the minimum shared option: two co-workers who are going to the same workplace, who will be sharing the same space regardless, and who both must comply with the same company health policies.

2. **Carpooling is a door-to-door service.**

By eliminating the need to get to a designated pick-up point or station, commuters can significantly reduce the risk of exposure to passersby in public areas.

3. **Carpooling allows control over airflow.**

With the ability to roll down windows to increase airflow as well as avoid recycled air, aerosol contaminants are more likely to pass through the vehicle quickly. Good airflow and improving ventilation helps remove respiratory droplets from the air.

4. **Carpooling communities are built on trust.**

Individuals who carpool have a heightened sense of responsibility and reliance on one another. The community knows each other—both from sharing rides to/from work and from sharing the same office. This reliance means people are more likely to follow safety protocol, disinfection guidance, and wear masks.

5. **Increased control and autonomy to create the experience that feels safest.**

One of the benefits of carpooling is providing the ability to take additional safety precautions that aren't available in other shared transportation options. So long as carpoolers are communicating expectations and preferences, they can create a commute experience that feels safe and comfortable for both parties.

Safe carpooling guidelines

Until public health recommendations change, [Scoop](#) carpools will operate with the following safety guidelines:

- **All carpoolers must be symptom-free.** To schedule and take a carpool, every carpooler must meet the following requirements:
 - You must have been symptom-free for the **previous 14 days**
 - You must not have been exposed to anyone with known or suspected COVID-19 within the **previous 14 days**
 - If you tested positive for COVID-19 and were never symptomatic, you are required to wait **14 days from the day of your positive test** to schedule a carpool.
- **Masks required.** All carpoolers must wear a face mask that covers their nose and mouth during all trips. Please refer to the [CDC](#) for information on how to correctly wear a mask and for instructions on how to make a mask at home.
- **Two-person carpools only.** All carpools will have a maximum of two people to create as much physical distance as possible in the car. Additional passengers are not allowed.
- **No physical contact.** Carpoolers are not allowed to have any physical contact and should maintain appropriate physical distancing when entering and exiting the vehicle.
- **Riders must sit in the back.** Riders are required to sit in the back right seat diagonal from the Driver.
- **No two-seater vehicles allowed.** Drivers should not schedule a trip if they drive a two-seater vehicle or coupe.
- **Drivers must disinfect common surfaces between carpools.** Drivers are responsible for making sure the Rider's seat, armrests, and door handles are disinfected after each carpool.

- **Follow good hygiene practices.** All carpoolers are encouraged to wash their hands before and after each carpool, in addition to following other good hygiene practices outlined by the CDC.
- **Increased airflow encouraged.** Carpoolers are encouraged to increase the airflow into the car during trips by opening the front passenger window and the diagonal rear window. Carpoolers are discouraged from using air conditioning during trips.