STOP THE SPREAD OF GERMS

Help Prevent Exposure to Respiratory Illnesses (including COVID-19)

*Businesses should develop and implement a plan to address contact with symptomatic or positive COVID 19 cases, applicable to employees and clients, including quarantine/isolation and disinfection.*

Recommendations for Essential Businesses

You can do the following:

- Instruct employees to stay home when they are sick and maximize flexibility in sick leave benefits.
- Maintain flexible sick leave policies. (Do not require a doctor’s note for employees who are sick.)
- Perform routine environmental cleaning.
- Suspend nonessential employee travel.
- Promote good hygiene. Provide hand washing capabilities, hand sanitizers, and tissues.
- Provide soap, water and paper towels at all hand sinks and alcohol-based hand sanitizers throughout the facility.
- Minimize the number of employees working within 6 feet of one another, including minimizing or canceling large in-person meetings and conferences.
- In a business with frequently touched surfaces, such as electric scooters, ATMs, key pads gas pumps, water fountains, etc., clean and disinfect equipment regularly.
Retail Establishments and Grocery Stores

Essential businesses and establishments are ordered to establish controls that require a minimum of six feet of distance between employees and between patrons in lines queuing in front of and inside stores.

Retail establishments are also encouraged to:

- Increase the use and capability of drive-thru, curbside, or delivery services.
- Limit or restrict the number of people permitted in a store at one time. (Ex: 40% of allowable capacity, including customers and staff and vendors)
- Minimize the number of employees working within 6 feet of another.
- Provide hand washing capabilities, hand sanitizers, and tissues.
- Frequently clean and disinfect high-touch surface areas like countertops, doorknobs, and handrails, baskets, shopping carts, electric scooters and touch keypads.
- Mark areas for appropriate customer separation at checkout lanes.
- Designate each aisle as one-way to lessen cross-traffic and enable social distancing.
- Provide hand sanitizer and/or wipes to all patrons.
- Encourage customers to visit individually, instead of groups or as families.

Recommendations for Employees

Refrain from reporting to work when falling within any of the following criteria and follow the initial self-quarantine recommendations

- If you have signs or symptoms of a respiratory infection, such as a cough, shortness of breath, or sore throat;
- Have a fever greater than 100°F;
- In the previous 14 days, has had contact with someone with a confirmed diagnosis of COVID-19 and did not have the appropriate personal protective equipment designated by the Centers for Disease Control and Prevention (CDC); is under investigation for COVID-19; or is ill with a respiratory illness;
- Traveled to an area the World Health Organization or CDC considers a “Hotspot.”