



# SAFE REOPENING PLAN

Business Name:

Facility Address:

**This plan does not need to be submitted at this time. This plan is to be used to prepare when businesses open per the Governor's Order. The County will not require approval for this plan.**

Businesses must implement all mandatory measures listed below. Businesses shall select applicable measures and be prepared to explain why any measure that is not implemented is inapplicable to the business.

### A. Signage (Mandatory):

Signage 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 Standard Operating Procedure at each public entrance to the facility.

### B. Measures To Protect Employee Health (Mandatory):

All employees have been told not to come to work if sick.

All desks or individual work stations are separated by at least 4 feet.

Break rooms, bathrooms, and other common areas are being disinfected frequently, on the following schedule:

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## B. Measures To Protect Employee Safety (Mandatory) Continued:

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

Copies of the Protocol have been distributed to all employees.

## C. Measures To Protect Customer Safety (Check all that apply to the facility):

Limit the number of customers in the store at any one time to \_\_\_\_\_ which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.

Optional – Describe other measures:

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

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

Placing tape or other markings at least six feet apart in customer line areas inside the store and on sidewalks at public entrances with signs directing customers to use the markings to maintain distance.

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 accept payment, deliver goods or services, or as otherwise necessary.

Optional – Describe other measures:

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## E. Additional Measures Specific to Business (Mandatory):

\*Any additional measures not included here should be listed on separate pages, the business should attach to this document.

You may contact the **Health and Safety Coordinator** with any questions or comments about this protocol:

Name:

Phone Number:

**Signature, Appointing Authority or Designee**

Date of Form Completed: