

**SECOND AMENDED ORDER OF THE YOLO COUNTY PUBLIC HEALTH OFFICER
DIRECTING INDIVIDUALS TO SHELTER IN PLACE OF RESIDENCE AND
RESTRICTING NON-ESSENTIAL ACTIVITIES IN RESPONSE TO COVID-19
OUTBREAK, WITH EXCEPTIONS AND EXEMPTIONS, AS SPECIFIED**

DATE OF ORDER: May 7, 2020

Please read this Order carefully. Violation of, or failure to comply with, this Order is a misdemeanor punishable by fine, imprisonment, or both. (California Health and Safety Code § 120295, *et seq.*; California Penal Code § 69, 148(a)(1))

UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040, 101085, 120175, AND 120220, THE HEALTH OFFICER OF THE COUNTY OF YOLO (“HEALTH OFFICER”) ORDERS:

Effective immediately and continuing through May 31, 2020 at 11:59 p.m., pending further Order of the Health Officer, the following will be in effect within the County of Yolo (“County”):

1. This Order amends and supersedes the local Shelter in Place Order issued on March 18, 2020 and later extended by subsequent Order of the Health Officer through May 1, 2020. This Order includes provisions allowing specified outdoor recreation activities that were included in an April 24, 2020 Order on that subject, and it also includes other changes—mostly minor—to allowed activities. Through an amendment on May 7, 2020, this Order also revises the Amended Shelter in Place Order issued by the Health Officer on April 30, 2020 to include **Appendix 1 (Other Exempt Activities)**, which lists certain additional activities authorized by amendments to the State Orders (as defined below) and related actions of the California Department of Public Health and Governor Newsom. For clarity, all substantive changes to the March 18 Order that affect the rights and obligations of individuals and businesses are indicated **in red text**. This Order does not modify or supersede any prior order of the Health Officer except as expressly stated herein.

Importantly, in connection with COVID-19, the State Public Health Officer adopted a comprehensive statewide Shelter in Place Order on March 19, 2020, and Governor Newsom subsequently incorporated that order into Executive Order N-33-20 (together, the “State Orders”). The State Orders effectively prevent the County—including the Yolo County Health Officer and the Board of Supervisors—from allowing local businesses and residents to engage in any activity that would be prohibited under the State Orders. Accordingly, this Order is carefully drafted to express the Health Officer’s understanding of what the State Orders allow. Aside from requiring certain Social Distancing Requirements and similar measures regarding how specific activities are carried out, **this Order does not impose any restrictions on local businesses or residents beyond what is necessary to achieve consistency with the State Orders.**

Consistent with the State Orders, the intent of this Order is to ensure that the maximum number of people shelter in place at home to the maximum extent feasible, while enabling essential services to continue, to slow the spread of COVID-19 to the maximum extent possible. When people need to leave their places of residence, whether to obtain or perform vital services, or to otherwise facilitate

authorized activities necessary for continuity of social and commercial life, they should at all times reasonably possible comply with Social Distancing Requirements¹ as defined in Section 10 below. All provisions of this Order should be interpreted to effectuate this intent. Failure to comply with any of the provisions of this Order constitutes an imminent threat to public health.

2. All individuals currently living within the County of Yolo, including its incorporated cities and the entire unincorporated area (the “County”),² are ordered to shelter at their place of residence. To the extent individuals who are not part of a single household are using shared residential spaces (e.g., common patios, laundry rooms, lobbies), they must at all times as reasonably possible maintain social distancing of at least six feet from any other person. All persons may leave their residences only for Essential Activities, Essential Governmental Functions, to operate Essential Businesses, **or for Other Exempt Activities**, all as defined in Section 10. Individuals experiencing homelessness are exempt from this Section, but are strongly urged to obtain shelter, and governmental and other entities are strongly urged to make such shelter available as soon as possible and to the maximum extent practicable (and to utilize Social Distancing Requirements in their operation).

3. All businesses with a facility in the County, except Essential Businesses **and Other Exempt Activities** as defined below in Section 10, are required to cease all activities at facilities located within the County except Minimum Basic Operations, as defined in Section 10. For clarity, businesses may also continue operations consisting exclusively of employees or contractors performing activities at their own residences (i.e., working from home). All Essential Businesses are strongly encouraged to remain open. To the greatest extent feasible, Essential Businesses **and Other Exempt Activities** shall comply with Social Distancing Requirements as defined in Section 10 below, including, but not limited to, when any customers are standing in line. **Unless covered by business-specific guidance referenced in this Order or in Appendix 1, all Essential Businesses and Other Exempt Activities shall complete in good faith and at all times adhere to applicable measures set forth in a completed Social Distancing Protocol worksheet provided by the County (see Attachment A hereto). Effective May 4, 2020, a copy of the completed worksheet shall be posted at the entry (or similar prominent location) of each business.**

4. **All public and private gatherings of any number of people not part of a single household or living unit are generally prohibited by the State Orders. That prohibition is incorporated into this Order by reference, and gatherings are prohibited except for the limited purposes expressly permitted in this Order (e.g., to engage in essential activities). There are no restrictions on the gathering of members of a household or living unit.**

5. Travel within and outside of the County is permissible if necessary to perform Essential Activities, operate Essential Businesses, maintain Essential Governmental Functions, **engage in Other Exempt Activities, or to engage in other lawful activities not precluded by the State Orders or by any order issued by a local health officer with authority over the destination city or county.** People must use public transit only for purposes of performing Essential Activities or to travel to and from work to operate Essential Businesses or maintain Essential Governmental Functions. People riding on public transit must comply with Social Distancing Requirements as defined in Section 10 below,

¹ Capitalized terms are defined in Paragraph 10.

² As used herein, “County” shall include all areas within Yolo County, including the cities of Davis, West Sacramento, Winters, and Woodland, and any unincorporated area or town.

to the greatest extent feasible.

6. This Order is issued based on evidence of the continued spread of COVID-19 within the County, scientific evidence, and best practices regarding the most effective approaches to slow the transmission of communicable diseases generally and COVID-19 specifically, and evidence that the age, condition, and health of a significant portion of the population of the County places it at risk for serious health complications, including death, from COVID-19. Due to the outbreak of the COVID-19 virus in the general public, which is now a pandemic according to the World Health Organization, there is a public health emergency throughout the County. Making the problem worse, some individuals who contract the COVID-19 virus have no symptoms or have mild symptoms, which means they may not be aware they carry the virus. Because evidence shows the disease is easily spread, gatherings can result in preventable transmission of the virus. The scientific evidence shows that at this stage of the emergency, it is essential to slow virus transmission as much as possible to protect the most vulnerable and to prevent the health care system from being overwhelmed. One proven way to slow the transmission is to limit interactions among people to the greatest extent practicable. By reducing the spread of the COVID-19 virus, this Order helps preserve critical and limited healthcare capacity in the County.

7. This Order also is extended as of the date of its issuance in light of the existence of 162 confirmed cases of COVID-19 in the County and 16 deaths, as well as significant numbers of confirmed cases and deaths in surrounding counties as of the date of issuance of this Order. There is also community transmission in the county and this Order is necessary to reduce the potential for an increase in the number of confirmed cases. Widespread testing for COVID-19 is not yet available but is increasing gradually over time. This Order is necessary to slow the rate of spread and the Health Officer will re-evaluate it as further data becomes available.

8. This Order is issued in accordance with, and incorporates by reference, the following:

- a. The Proclamation of a State of Emergency issued by Governor Gavin Newsom on March 4, 2020.
- b. The Declaration of Local Health Emergency Regarding Novel Corona Virus (Covid-19) issued by the Health Officer of Yolo County on March 6, 2020.
- c. The Proclamation of a Local Emergency issued by the Yolo County Emergency Services Director on March 6, 2020.
- d. The Resolution Ratifying the Declaration of Local Health Emergency and Proclamation of Local Emergency Regarding Novel Corona Virus (Covid-19) approved by Yolo County Board of Supervisors on March 9, 2020.
- e. Executive Order N-25-20 issued by Governor Gavin Newsom on March 12, 2020.
- f. Proclamation on Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak issued by the President of the United States on March 13, 2020.
- g. Executive Order N-33-20 issued by Governor Gavin Newsom on March 19, 2020.
- h. An April 24, 2020 Order of the County Health Officer relating to specified outdoor recreation activities.
- i. An April 24, 2020 Order of the County Health Officer relating to Face Coverings, as defined therein.

9. This Order comes after the release of substantial guidance from the County Health Officer, the Centers for Disease Control and Prevention (“CDC”), the California Department of Public Health, and other public health officials throughout the United States and around the world, including a variety of prior orders to combat the spread and harms of COVID-19. The Health Officer will continue to assess the quickly evolving situation and may modify or extend this Order, or issue additional Orders, related to COVID-19.

10. Definitions and Exemptions.

- a. For purposes of this Order, individuals may leave their residence only to perform any of the following “**Essential Activities.**” People at high risk of severe illness from COVID-19 and people who are sick are strongly urged to stay in their residence and to limit their activity to seeking medical care, if at all possible.
 - i. To engage in activities or perform tasks essential to their health and safety, or to the health and safety of their family or household members (including, but not limited to, pets), such as, by way of example only and without limitation, obtaining medical supplies or medication, visiting a health care professional, or obtaining supplies they need to work from home.
 - ii. To obtain necessary services or supplies for themselves and their family or household members, or to deliver those services or supplies to others, such as, by way of example only and without limitation, canned food, dry goods, fresh fruits and vegetables, pet supply, fresh meats, fish, and poultry, and any other household consumer products, and products necessary to maintain the safety, sanitation, and essential operation of residences.
 - iii. To engage in outdoor activity, provided the individuals comply with Social Distancing Requirements as defined in this Section, such as, by way of example and without limitation, walking, hiking, or running, **as well as the specific outdoor recreational activities included in the April 24, 2020 Order of the County Health Officer on this topic.³ That order is incorporated by reference herein and is hereby extended for the duration of this Order, as may be extended from time to time.**
 - iv. To perform work providing essential products and services at an Essential Business or to otherwise carry out activities specifically permitted in this Order, including Minimum Basic Operations.
 - v. To care for a family member or pet in another household.
 - vi. **Effective May 4, 2020, consistent with the State Orders, to attend faith-based services provided through streaming or other technologies—such as drive-in services that allow attendees to participate from their own vehicles and without touching or being physically close to other non-household member attendees—that are conducted in compliance with Social Distancing Requirements. All participants in such activities, as well as those organizing such activities, shall comply with applicable provisions of any additional protocols or other guidance (including activity-specific**

³ This Order is available online at: <https://www.yolocounty.org/home/showdocument?id=64128>

guidance) the Health Officer may issue subsequent to this Order.

- b. For purposes of this Order, individuals may leave their residence to work for or obtain services at any “**Healthcare Operations**” including hospitals, clinics, dentists, pharmacies, pharmaceutical and biotechnology companies, other healthcare facilities, healthcare suppliers, home healthcare services providers, mental health providers, or any related and/or ancillary healthcare services. “Healthcare Operations” also includes veterinary care and all healthcare services provided to animals. This exemption shall be construed broadly to avoid any impacts to the delivery of healthcare, broadly defined. “Healthcare Operations” does not include fitness and exercise gyms and similar facilities.
- c. For purposes of this Order, individuals may leave their residence to provide any services or perform any work necessary to the construction, operation, and/or maintenance of “**Essential Infrastructure**,” including, but not limited to, public works construction, construction of housing (in particular affordable housing or housing for individuals experiencing homelessness), airport operations, water, sewer, gas, electrical, oil refining, roads and highways, public transportation, solid waste collection and removal, internet, and telecommunications systems (including the provision of essential global, national, and local infrastructure for computing services, business infrastructure, communications, and web-based services), provided that they carry out those services or that work in compliance with Social Distancing Requirements as defined this Section, to the extent possible.
- d. For purposes of this Order, all first responders, emergency management personnel, emergency dispatchers, court personnel, and law enforcement personnel, and others who need to perform essential services are categorically exempt from this Order. Further, nothing in this Order shall prohibit any individual from performing or accessing “**Essential Governmental Functions**,” as determined by the governmental entity performing those functions. Each governmental entity shall identify and designate appropriate employees or contractors to continue providing and carrying out any Essential Governmental Functions. All Essential Governmental Functions shall be performed in compliance with Social Distancing Requirements as defined in this Section, to the extent possible.
- e. For the purposes of this Order, covered businesses include any for-profit, non-profit, or educational entities, regardless of the nature of the service, the function they perform, or its corporate or entity structure.
- f. For the purposes of this Order, “**Essential Businesses**” means:
 - i. Healthcare Operations and Essential Infrastructure;
 - ii. Blood donation and related activities;
 - iii. Grocery stores, certified farmers’ markets, farm and produce stands, supermarkets, food banks, convenience stores, and other establishments engaged in the retail sale of canned food, dry goods, fresh fruits and vegetables, pet supply, fresh meats, fish, and poultry, and any other

- household consumer products (such as cleaning and personal care products). This includes stores that sell groceries and also sell other non-grocery products, and products necessary to maintaining the safety, sanitation, and essential operation of residences;
- iv. Any form of agricultural production and processing, including the cultivation of products for personal consumption or use through farming, ranching, livestock, and fishing, as well as business activities that support production and processing by providing essential agricultural supplies and services, including but not limited to, transportation, manufacturing, chemicals, equipment, and services such as cooling, storing, packaging, and distribution of such products for wholesale or retail sale.
 - v. Businesses that provide food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise needy individuals;
 - vi. Newspapers, television, radio, and other media services;
 - vii. Gas stations and auto-supply, auto-repair, and related facilities;
 - viii. Banks and related financial institutions;
 - ix. Hardware stores;
 - x. Plumbers, electricians, exterminators, and other service providers who provide services that are necessary to maintaining the safety, sanitation, and essential operation of residences, Essential Activities, and Essential Businesses;
 - xi. Businesses providing mailing and shipping services, including post office boxes;
 - xii. Educational institutions—including public and private K-12 schools, colleges, and universities—for purposes of facilitating distance learning or performing essential functions, provided that social distancing of six-feet per person is maintained to the greatest extent possible;
 - xiii. Laundromats, drycleaners, and laundry service providers;
 - xiv. Restaurants and other facilities that prepare and serve food, but only for delivery or carry out. Schools and other entities that typically provide free food services to students or members of the public may continue to do so under this Order on the condition that the food is provided to students or members of the public on a pick-up and take-away basis only. Schools and other entities that provide food services under this exemption shall not permit the food to be eaten at the site where it is provided, or at any other gathering site, unless such service is in support of dormitory living facilities;
 - xv. Businesses that supply products needed for people to work from home;
 - xvi. Businesses that supply other essential businesses with the support or supplies necessary to operate;
 - xvii. Businesses that ship or deliver groceries, food, goods or services directly to residences;
 - xviii. Airlines, taxis, and other private transportation providers providing transportation services necessary for Essential Activities and other purposes expressly authorized in this Order;
 - xix. Home-based care for seniors, adults, or children;

- xx. Residential facilities and shelters for seniors, adults, and children;
 - xxi. Professional services, such as legal or accounting services, when necessary to assist in compliance with legally mandated activities;
 - xxii. Childcare facilities providing services that enable employees exempted in this Order to work in Essential Activities, Essential Governmental Functions, Essential Businesses, or Minimum Basic Operations as permitted. To the extent possible, childcare facilities **should** operate under the following conditions:
 - 1. Childcare **should** be carried out in stable groups of 12 or fewer (“stable” means that the same 12 or fewer children are in the same group each day).
 - 2. Children **should** not change from one group to another.
 - 3. If more than one group of children is cared for at one facility, each group **should** be in a separate room. Groups **should** not mix with each other.
 - 4. Childcare providers **should** remain solely with one group of children.
 - xxiii. **Effective May 4, 2020, construction allowed under the State Orders, as may be revised from time to time, including but not limited to the construction, operation, inspection, and maintenance of construction sites and construction projects (including housing construction), as well as surveyors, inspectors, and other workers conducting site investigations. All construction work shall be subject to maximum compliance with Social Distancing Requirements and any industry-specific guidance issued by the Health Officer related to COVID-19.**
- g. For the purposes of this Order, “**Minimum Basic Operations**” include the following, provided that employees comply with Social Distancing Requirements as defined this Section, to the extent possible, while carrying out such operations:
- i. The minimum necessary activities to maintain the value of the business’s inventory, ensure security, process payroll and employee benefits, or for related functions.
 - ii. The minimum necessary activities to facilitate employees of the business being able to continue to work remotely from their residences.
- h. For the purposes of this Order, “**Essential Travel**” includes travel for any of the following purposes. Individuals engaged in any Essential Travel must comply with all Social Distancing Requirements as defined in this Section below.
- i. Any travel related to the provision of or access to Essential Activities, Essential Governmental Functions, Essential Businesses, or Minimum Basic Operations.
 - ii. Travel to care for elderly, minors, dependents, persons with disabilities, or other vulnerable persons.
 - iii. Travel to or from educational institutions for purposes of receiving materials for distance learning, for receiving meals, and any other related services.
 - iv. Travel to return to a place of residence from outside the jurisdiction.
 - v. Travel required by law enforcement or court order.
 - vi. Travel required for non-residents to return to their place of residence outside

the County. Individuals are strongly encouraged to verify that their transportation out of the County remains available and functional prior to commencing such travel.

- i. For purposes of this Order, residences include hotels, motels, shared rental units, and similar facilities.
- j. For purposes of this Order, **“Other Exempt Activities”** includes all activities specifically identified in Appendix 1 hereto, incorporated herein by this reference, which are allowed under this Order. Appendix 1 may be updated from time to time to add or, if circumstances warrant, to remove activities. Activities included in Appendix 1 must be carried out in strict compliance with all applicable requirements of this Order (including Social Distancing Requirements) and any additional requirements set forth in Appendix 1, including but not limited to activity-specific rules and restrictions.

All changes to Appendix 1 occurring after April 7, 2020, shall be approved only by the County Health Officer or his or her deputy and, when posted to <https://yolocounty.org/coronavirus-roadmap>, shall take effect automatically unless otherwise specified. All such changes shall, upon posting, be deemed incorporated into this Order for all purposes, including enforcement.

- k. For purposes of this Order, **“Social Distancing Requirements”** includes maintaining at least six-foot social distancing from other individuals, washing hands with soap and water for at least twenty seconds as frequently as possible or using hand sanitizer, covering coughs or sneezes (into the sleeve or elbow, not hands), regularly cleaning high-touch surfaces, and not shaking hands.

11. Pursuant to Government Code sections 26602 and 41601 and Health and Safety Code section 101029, the Health Officer requests that the Sheriff and all chiefs of police in the County ensure compliance with and enforce this Order. The violation of any provision of this Order constitutes an imminent threat to public health.

12. This Order will take effect upon issuance and will continue to be in effect until 11:59 p.m. on May 31, 2020, or until it is rescinded, superseded, or amended in writing by the Health Officer. This Order supersedes the original local Shelter in Place Order, issued on March 18, 2020, which shall be of no further force or effect.


13. Copies of this Order shall promptly be: (1) made available at the County Administration Building at 625 Court Street, Woodland, CA 95695; (2) posted on the County’s website (www.yolocounty.org); and (3) provided to any member of the public requesting a copy of this Order.

14. If any provision of this Order to the application thereof to any person or circumstance is held to be invalid, the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To

this end, the provisions of this Order are severable.

IT IS SO ORDERED:

Ron Chapman, MD, MPH
Health Officer of the County of Yolo

By: 

Mary Ann Limbos, MD, MPH
Deputy Health Officer

Dated: May 7, 2020

Attachments:

- Appendix 1. Other Exempt Activities
- Attachment A. Social Distancing Protocol Worksheet

APPENDIX 1

APPENDIX 1

OTHER EXEMPT ACTIVITIES

COMPLIANCE WITH THE LOCAL FACE COVERING ORDER IS REQUIRED FOR ALL ACTIVITIES COVERED IN THIS APPENDIX

Pursuant to Section 10 of the Second Amended Shelter in Place Order (“Local Order”) of the Yolo County Health Officer, as may be amended from time to time, the following activities are allowed if carried out in strict accordance with the Local Order, the State Shelter in Place Order, and all other applicable requirements, including but not limited to any applicable (general and activity-specific) restrictions referenced below and posted to <https://yolocounty.org/coronavirus-roadmap> or other websites as indicate below.

Effective May 8, 2020:

Contactless Curbside Pickup and Home Delivery, subject to compliance with activity-specific restrictions posted at the above link.

“Contactless Curbside Pickup” is defined as fulfilling a customer’s order, placed via e-commerce or telephone, and delivering the order to a designated location on the retail establishment’s premises or adjacent public parking area.

“Home delivery” is defined as fulfilling a customer’s order, placed via e-commerce or telephone, and delivering the order to a customer’s residence, potentially providing installation of the retailer’s goods.

Manufacturing, subject to compliance with activity-specific restrictions posted at the above link.

Effective May 14, 2020:

Contactless Curbside Pickup and Home Delivery is now extended to shopping mall tenant businesses. (Note: This is a clarification based on state guidance released on 5/12/2020, not a change.)

Child Care for all children in groups of no more than 10, subject to compliance with state guidance posted at the link referenced above.

“Limited Services” subject to compliance with state guidance posted at the link referenced above. “Limited Services” is a term defined by the state. The state definition says that Limited Services are “pet grooming, dog walking, car washes, appliance repair, residential and janitorial cleaning, and plumbing.” The state definition is incorporated herein by this reference.

Outdoor Museums subject to compliance with state guidance posted at the link referenced above.

Notwithstanding anything to the contrary in the Local Order:

Effective May 27, 2020,

Non-Essential Offices (telework strongly encouraged), subject to compliance with guidance posted at the following link: <https://www.yolocounty.org/Business-Toolkit>.

Dine-in Restaurants, subject to compliance with guidance posted at the following link: <https://www.yolocounty.org/Business-Toolkit>.

Non-Essential Retail, subject to compliance with restrictions posted at the “Roadmap” link shown in the introduction to this appendix.

Effective May 28, 2020

Hair Salons and Barbershops, subject to compliance with restrictions posted at the “Roadmap” link shown in the introduction to this appendix.

Effective May 29, 2020

Places of Worship, Providers of Religious Services, and Cultural Ceremonies, subject to compliance with restrictions posted at the “Roadmap” link shown in the introduction to this appendix.

Issued on May 7, 2020

Amended on May 14, 2020

Amended on May 26, 2020

ATTACHMENT A

Social Distancing Protocol

Business name: Click or tap here to enter text.

Facility Address: Click or tap here to enter text.

Approximate gross square footage of space open to the public: Click or tap here to enter text.

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

Signage:

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; sneeze and cough into a cloth or tissue or, if not available, into one's elbow; and not shake hands or engage in any unnecessary physical contact.

Signage shall be readily visible at a minimum of 24" x 24" to ensure visibility

Measures To Protect Employee Health (check all that apply to the facility):

Everyone who can carry out their work duties from home has been directed to do so.

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

Symptom checks are being conducted before employees may enter the work space.

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

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

Break rooms:

Bathrooms:

Other (Click or tap here to enter text.): Click or tap here to enter text.

Disinfectant and related supplies are available to all employees at numerous location(s)

Hand sanitizer effective against COVID-19 is available to all employees at each workstation

Soap and water are available to all employees

Copies of this Protocol have been distributed to all employees.

Optional—Describe other measures: Click or tap here to enter text.

Measures To Prevent Crowds From Gathering (check all that apply to the facility):

Limit the number of customers in the store at any one time to Click or tap here to enter text.[insert maximum number here], which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.

Post an employee at the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.

Placing per-person limits on goods that are selling out quickly to reduce crowds and lines.

Optional—Describe other measures: Click or tap here to enter text.

Social Distancing Protocol

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.
- Separate order areas from delivery areas to prevent customers from gathering.
- 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: [Click or tap here to enter text.](#)

Measures To Prevent Unnecessary Contact (check all that apply to the facility):

- Preventing people from self-serving any items that are food-related.
 - Lids for cups and food-bar type items are provided by staff; not to customers to grab.
 - Bulk-item food bins are not available for customer self-service use.
- Not permitting customers to bring their own bags, mugs, or other reusable items from home.
- Providing for contactless payment systems or, if not feasible, sanitizing payment systems regularly.
- Optional—Describe other measures (e.g. providing senior-only hours): [Click or tap here to enter text.](#)

Measures To Increase Sanitization (check all that apply to the facility):

- Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets.
- Employee(s) assigned to disinfect carts and baskets regularly.
- Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else inside the store or immediately outside where people have direct interactions.
- Disinfecting all payment portals, pens, and styluses after each use.
- Disinfecting all high-contact surfaces frequently.
- Optional—Describe other measures: [Click or tap here to enter text.](#)

Personal Service Guidance (Realty, Legal, etc.)

- Conduct business virtually when possible. If not possible, all hygiene and social distancing standards must be followed.
- No open houses or open hours, interactions should be by appointment only

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

You may contact the following person with any questions or comments about this protocol:

Name: [Click or tap here to enter text.](#)

Phone number: [Click or tap here to enter text.](#)