

Business Operation Changes

Effective May 1, 2020

ESSENTIAL BUSINESSES AND MANUFACTURING:



Providing face coverings:

Essential businesses and manufacturers will be required to provide face-coverings to all employees who are not able to maintain six-feet of social distancing.

Essential business/store occupancy and operations:

Business such as grocery stores, pharmacies, and hardware stores will need to make the following changes to operations:

- Reduce their occupancy capacity to 50%;
- Institute one-way aisles circulation patterns and signage for customers;
- Eliminate the usage of reusable bags;
- Provide announcements reminding patrons of social distancing;
- Limit the number of individuals from the same household shopping at the same time; and
- Employee shifts should be staggered where possible to minimize the number of employees on-site at any one time.



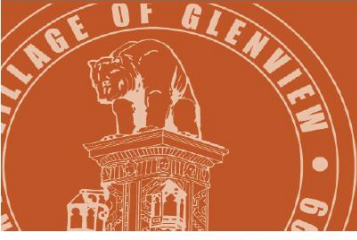
NON-ESSENTIAL BUSINESSES:



Curbside pick-up services:

All retail stores, including those previously closed as non-essential, will be authorized to fulfill online and phone orders through curbside pickup or delivery. All other non-essential/ non-retail businesses must remain closed until further notice. When operating a curbside retail business, the following procedures should be implemented:

- All employees providing curbside pickup service should be provided a face covering and other necessary PPE and hand sanitizer & other sanitizing products.
- Social distancing (6 feet) should be maintained between all customers and employees. Businesses shall designate 6-foot separations.
- Businesses are encouraged to establish a system by which vehicles/customers can be identified or confirmation of arrival can be provided via phone or electronic message to prohibit customers from entering the store.
- Provide separate operating hours for vulnerable populations.
- Post online their hours and instructions for contacting the location remotely.
- Pickup services and appointments should be managed to prevent large gatherings of customers during transactions.
- All payments should be done over the phone or internet if possible, and contact should be minimized if remote payment is not available.
- Purchased items should be delivered by the employee to the backseat or trunk of the customer's vehicle whenever possible to minimize physical contact with the customer.
- Employees must wash or sanitize their hands after each interaction with a customer, and whenever possible, must disinfect any item that came into contact with the customer.



Updated Business Guidance May 2020

EXECUTIVE ORDER MODIFICATIONS FOR BUSINESS AND MANUFACTURERS EFFECTIVE MAY 1, 2020

NEW ESSENTIAL BUSINESSES

Greenhouses, garden centers, animal grooming services and nurseries may re-open as essential businesses. These stores must require that employees and customers wear a face covering

NON ESSENTIAL RETAIL

Retail stores that were not designated as essential under the initial stay at home order can reopen to fulfill telephone and online orders through pick-up outside the store and delivery

PRACTICE SOCIAL DISTANCING



6-feet or two arms-length from other shoppers and retail store staff

CONTINUE TO DISINFECT

Use sanitizing wipes to clean and disinfect carts, shopping baskets, counter-tops, cash registers, and other high touch areas. Have hand washing areas available for employees or staff



PROTECTIVE MEASURES

This will include occupancy limits for essential businesses and precautions such as staggering shifts and operating only essential lines for manufacturers

FACE COVERINGS

Individuals will be required to wear a face-covering or a mask when in a public place where they can't maintain a six-foot social distance.

Essential businesses and manufacturers will be required to provide face-coverings to all employees who are not able to practice social distancing.