NATRONA COUNTY

Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation

Developed in coordination with the Casper-Natrona County Health Department, Wyoming Medical Center, Rocky Mountain Infectious Disease, local government officials, and the Natrona County Emergency Operations Center. The following recommendations provide a roadmap for the healthy rehabilitation of our local economy.

DISCLAIMER: These are recommendations that are subject to modification and may be superseded by county or local health department guidance.

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Overview of Guidelines for the General Public and Employers

Normal Risk Low Risk Moderate Risk High Risk

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Intensity of Disruption	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
Overview of Guidelines for General Public and Employers	 General public and employers take reasonable precautions All businesses operating Certifications encouraged for businesses; certification must be displayed to the public Schools are open Traveling restrictions mostly lifted, self-monitor symptoms 14 days upon return; avoid areas of high transmission 	 Public follows Guidelines for All Levels of the General Public (outlined below) and employers follow General Guidelines for Employers (outlined below) General public and employers take reasonable precautions Face coverings should be worn in interactions that take place within a 6-foot distance Schools are open Interactions in decreased group sizes that enable all social distancing guidelines to be maintained; social interactions in groups 50 or fewer All businesses operating Employers exercise discretion with remote work and returning to onsite work Recommended symptom checking in public/business interactions 	 Public follows Guidelines for All Levels of the General Public (outlined below) and employers follow General Guidelines for Employers (outlined below) General public and employers take extreme precautions Face coverings should be worn in interactions that take place within a 6-foot distance In-person interactions limited to individual households and those who have been following recommended distancing/hygiene guidelines. Increase use of virtual interactions Leave home infrequently, stay 6 feet away from others when outside the home Interactions in decreased group sizes that enable all social distancing guidelines to be maintained; social interactions in groups of 20 or fewer Limit out-of-state travel, quarantine 14 days upon return from high-risk areas Schools closed Employees and volunteers of businesses operate remotely, unless not possible High-contact businesses can operate under strict protocols Restaurants are open for dine-in services with strict requirements Symptom checking in business interactions Employers evaluate workforce strategy, concerns, and enact strategies to minimize economic impact 	 Public follows Guidelines for All Levels of the General Public (outlined below) and employers follow General Guidelines for Employers (outlined below) General public and employers take extreme precautions Face coverings should be worn at all times in public setting. In-person interactions limited to individual households; increase virtual interactions Essential travel only. Leave home infrequently; stay 6 feet away from others when outside the home Interactions in groups up to 10 Limit out-of-state travel, quarantine 14 days upon return from high-risk areas Schools closed Employees and volunteers of businesses operate remotely, unless not possible Encourage high-contact businesses not to operate Symptom checking in business interactions Employers evaluate workforce strategy, concerns, and enact strategies to minimize economic impact

Guidelines for the General Public During Red, Orange and Yellow Phases

Category	Recommendation
General	Follow strict hygiene standards, including:
Contra	Wash hands frequently with soap and water for at least 20 seconds
	Use hand sanitizer frequently
	Avoid touching your face
	Cover coughs or sneezes (e.g. into a tissue, sleeve, or elbow; not hands)
	Regularly clean high-touch surfaces (e.g. door handles, counters, light switches, remote controls, restroom surfaces)
	Follow any other standards promulgated by the Centers for Disease Control and Prevention (CDC), the Wyoming Department of Health, and Casper/Natrona County Health Department
	• Face coverings should be worn in public spaces in accordance with CDC's recommendations ² , especially when difficult to maintain 6-foot distance
	Do not shake hands
	Phone and video chats encouraged in place of in-person meetings
	Help others as reasonably appropriate
Households with high-	"High-risk individuals" include those over 65, those living at senior living facilities, and those of all ages with underlying medical conditions, including chronic lung disease, asthma, heart conditions, severe obesity, chronic kidney
risk individuals	disease, liver disease, or otherwise immunocompromised (undergoing cancer treatment, smoker, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and
TISK ITIGIVIGUOIS	other immune-weakening medications)
	• For those living with a high-risk individual, household members should conduct themselves as if they are a significant risk to the high-risk individual
	Wash hands before interacting with the person, including before feeding or caring for the person
	• If possible, provide a protected space for high-risk household members, and ensure all utensils and surfaces are cleaned regularly
	• Those who are, or work with, vulnerable populations should undergo daily screening/symptom monitoring and should be tested if they develop COVID-19 symptoms
	High-risk populations should take extra precaution to avoid close contact with multiple people, including having the same caretakers whenever possible
Households with sick	Give sick members their own room if possible and keep the door closed
family members	Consider providing additional protections or more intensive care for high-risk household members
raining members	Have only one family member care for them

² https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover.html

Tiered Guidelines for the General Public

Normal Risk Low Risk Moderate Risk High Risk

Social Guidelines	 General public takes reasonable precautions Interactions allowable in larger groups, with strict hygiene measures and symptom monitoring Evaluate mass gatherings based on herd immunity and monitoring/testing rates 	 General public takes reasonable precautions Stay 6 feet away from others when outside the home Limit out-of-state travel, quarantine 14 days upon return from high-risk areas Social interactions in groups 50 or fewer; this may be increased incrementally based on data & milestone trends 	 General public takes extreme precautions Stay 6 feet away from others when outside the home unless not possible Face coverings should be worn in interactions that take place within a 6-foot distance In-person interactions limited to individual households and those who have been following recommended distancing/hygiene guidelines; increase use of virtual interactions Leave home infrequently Limit out-of-state travel, quarantine 14 days upon return from high-risk areas Social interactions in groups of 20 or fewer 	 General public takes extreme precautions Stay 6 feet away from others when outside the home unless not possible Face coverings should be worn in interactions that take place within a 6-foot distance In-person interactions limited to individual households; increase virtual interactions Essential travel only. Leave home infrequently Limit out-of-state travel, quarantine 14 days upon return from high-risk areas Social interactions in groups of 10 or fewer
Interactions with High-risk Individuals ³	 Asymptomatic individuals take extra precautions and follow strict hygiene standards when interacting with high-risk groups No symptomatic individuals Take proper precautions when visiting the hospital, nursing homes, or other residential care facilities 	 Asymptomatic individuals take extra precautions and follow strict hygiene standards when interacting with high-risk groups No symptomatic individuals Limit visitors to the hospital, nursing homes, or other residential care facilities 	 Interactions with High-Risk Individuals See "Households with vulnerable populations" guidelines on page 3 Avoid physical interactions with highrisk individuals as much as possible Avoid visits to hospitals, nursing homes, and other residential care facilities Actions by High-Risk Individuals Limit travel to only essential travel, as defined on page 5; if telework is not possible, limit travel to work-related travel only Limit visiting friends or family without urgent need Limit physical interactions with other high-risk individuals, except for members of your household or residence Limit attending gatherings of any number of people outside your household or residence Do not visit hospitals, nursing homes, or other residential care facilities 	 Interactions with High-Risk Individuals See "Households with vulnerable populations" guidelines on page 3 Avoid physical interactions with highrisk individuals as much as possible No visits to hospitals, nursing homes, and other residential care facilities Actions by High-Risk Individuals Limit travel to only essential travel, as defined on page 5; if telework is not possible, limit travel to work-related travel only Limit visiting friends or family without urgent need Limit physical interactions with other high-risk individuals, except for members of your household or residence Limit attending gatherings of any number of people outside your household or residence Do not visit hospitals, nursing homes, or other residential care facilities

³ "High-risk individual" includes those over 65, those living at senior living facilities, and those of all ages with underlying medical conditions, including chronic lung disease, asthma, heart conditions, severe obesity, chronic kidney disease, liver disease, or otherwise immunocompromised (undergoing cancer treatment, smoker, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications).

Normal Risk Low Risk Moderate Risk High Risk • Interactions allowable in larger groups, with strict Decreased group sizes that enable all social • Small groups of close family and friends may • Only members of the same household or Family Gatherings (e.g. attend, as long as they have been following social hygiene measures and symptom monitoring distancing guidelines to be followed residence may attend funeral, wedding, religious distancing and hygiene practices for two weeks ceremonies) • Regularly disinfect high-touch areas (e.g. door **Public Space** handles, buttons/switches, handrails, handles, buttons/switches, handrails, handles, buttons/switches, handrails, handles, buttons/switches, handrails, shopping carts, check-out counters, restroom surfaces) surfaces) surfaces) surfaces) • Provide hand sanitizer for individuals at entrance and exit entrance and exit entrance and exit entrance and exit • Face coverings should be worn during • Design spaces to maintain 6-foot • Design spaces to maintain 6-foot interactions that take place within 6 feet of one distance between individuals distance between individuals • Face coverings should be worn in public • Face coverings should be worn in public • Recommended symptom checking in Symptom checking in public and • Symptom checking in public and public interactions business interactions business interactions • Face coverings not necessary for the • Face coverings (e.g. mask, scarf, gaiter, • Face coverings (e.g. mask, scarf, gaiter, • Face coverings (e.g. mask, scarf, gaiter, **Use of Face Coverings** general public bandana) should be worn during close bandana) should be worn in public spaces in bandana) should be worn in public spaces in accordance with CDC's recommendations, accordance with CDC's recommendations, interactions • Launder cloth face coverings routinely especially when difficult to maintain 6-foot especially when difficult to maintain 6-foot distance distance • Individuals should stay 6 feet away from others even when wearing a face covering • Launder cloth face coverings routinely • Launder cloth face coverings routinely • Individuals should stay 6 feet away from • Individuals should stay 6 feet away from others even when wearing a face covering others even when wearing a face covering • Schools are open, with increased cleaning and • Schools are open, but follow distancing guidelines • Do not attend school outside the home • Do not attend school outside the home Children hygiene regimen Increased cleaning and hygiene regimen • Do not arrange or participate in in-• Do not arrange or participate in in-• All symptomatic children should stay home • All symptomatic children should stay home person playdates or similar activities person playdates or similar activities from school and childcare from school and childcare Schools closed • Do not allow children on public • Limit child interaction with other children in public • Schools may send home food playground equipment spaces (e.g. playground equipment); a 6-foot Schools closed distance should be maintained • Schools may send home food • Dine-in services operating with hygiene • Dine-in services operating with adequate • Carryout or delivery encouraged. Carryout and • Do not dine out except for carryout or delivery Food practices followed distance between tables pickup services allowable with extreme Decrease shopping frequency precaution (see page 14) Schools may send home food • Decrease shopping frequency Schools may send home food • Limit out of state travel, following destination • Limit out of state travel, following destination • Limit travel to essential travel only, following Normal travel **Travel** destination guidelines⁴ and avoiding areas of high guidelines⁴ and avoiding areas of high exposure guidelines⁴ and avoiding areas of high exposure exposure • Essential travel means travel to:

⁴https://wwwnc.cdc.gov/travel/destinations/list

	Normal Risk	Low Risk	Moderate Risk	High Risk
Travel				 safely relocate by an individual whose home or residence is unsafe, including individuals who have suffered or are at risk of domestic violence, or for whom the safety, sanitation or essential operations of the home or residence cannot be maintained care for a family member or friend in the same household or another household, including transporting family members or friends transport a child according to existing parenting time schedules or other visitation schedules pertaining to a child in need of protective services care for pets, including travel to a veterinarian seek emergency services obtain medications and medical services donate blood obtain food, including delivery or carry-out services, beverages (alcoholic and non-alcoholic), and other grocery items, gasoline, supplies required to work from home, and products needed to maintain the safety, sanitation, and essential operation of homes and residences, businesses, and personally owned vehicles, including automobiles and bicycles perform work if you cannot telework transport/delivery of essential goods engage in recreational and outdoor activities laundromats and dry cleaners return to a home or place of residence
Outdoors and Recreation	Resume activities, follow hygiene standards	 Remain at least six feet apart from individuals from other households while engaging in outdoor activities (e.g., walking, hiking, running, bicycling, hunting, fishing, etc.) Avoid touching high-touch surfaces, including handrails, trail signs, maps Avoid congregate at trailheads, parks, or other outdoor spaces Exhibit caution when engaging in close-contact or 	 Remain at least six feet apart from individuals from other households while engaging in outdoor activities (e.g., walking, hiking, running, bicycling, hunting, fishing, etc.) Do not touch high-touch surfaces, including handrails, trail signs, maps Do not congregate at trailheads, parks, or other outdoor spaces Do not engage in close-contact or team sports 	 Remain at least six feet apart from individuals from other households while engaging in outdoor activities (e.g., walking, hiking, running, bicycling, hunting, fishing, etc.) Do not touch high-touch surfaces, including handrails, trail signs, maps Do not congregate at trailheads, parks, or other outdoor spaces Do not engage in close-contact or team sports

	 team sports One swimmer per lane, pools at 50% capacity, no congregating on pool decks Follow guidelines for state and national parks 	 One swimmer per lane, pools at 50% capacity, no congregating on pool decks Follow guidelines for state and national parks 	 Do not travel to, or participate in activities at, any of the following locations: places of public amusement or public activity public swimming pools gyms, and fitness centers Do not go to or engage in activities at a state park located outside the county in which you reside (the availability of national parks will be determined in consultation with the National Park Service and the county in which the park is located)
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Tiered Recommendations for Employers/Businesses and Employees

Normal Risk Low Risk Moderate Risk High Risk

Intensity of Disruption	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10	1 2 3 4 5 6 7 8 9 10
General Employer Guidelines (Applicable Across All Industries)	All businesses are open and operating understricter hygiene and cleaning regimen. Monitoring health of workforce and customers	Employers encourage flexible working arrangements (rotating shifts, remote work, etc.). Comply with distancing guidelines. Increased cleaning regimen of high-touch areas. Monitor employees for symptoms and well-being	Employers exercise extreme caution, with employees working remotely, evaluating workforce concerns, and enacting strategies to minimize economic impact. Businesses that necessitate on-site work should monitor workforce for symptoms and well-being	Employers exercise extreme caution, with employees working remotely, evaluating workforce concerns, and enacting strategies to minimize economic impact. Businesses that necessitate on-site work should monitor workforce for symptoms and well-being
		 Employers take reasonable precautions Provide accommodations to high-risk employees; minimize face-to-face contact, assign tasks that allow them to maintain 6-foot distance from other employees or customers, implement flexible work hours or staggered shifts, allow high-risk individuals to work remotely Encourage remote work when possible Workplaces comply with distancing and hygiene guidelines Limit unnecessary travel 	 Employers take extreme precautions Provide accommodations to high-risk employees Employees and volunteers operate remotely, unless not possible Symptom checking in business interactions; face coverings should be worn in all interactions that occur within a 6-foot distance Make every possible effort to enable working from home as a first option; where not possible, workplaces comply with distancing and hygiene guidelines Minimize face-to-face interactions, including with customers (e.g. utilize drive-thru, install partitions) Ensure that face coverings are available Where distancing and hygiene guidelines cannot be followed in full, businesses should consider whether that activity needs to continue for the business to operate Eliminate unnecessary travel and cancel or postpone in-person meetings, conferences, workshops, and training sessions Require employees to self-quarantine when returning from high-risk⁵ areas Employers evaluate workforce strategy and concerns and enact strategies to minimize economic impact 	 Employers take extreme precautions Provide accommodations to high-risk employees Employees and volunteers operate remotely, unless not possible Symptom checking in business interactions; face coverings should be worn in close interactions Encourage high-contact businesses not to operate Make every possible effort to enable working from home as a first option; where not possible, workplaces comply with distancing and hygiene guidelines Minimize face-to-face interactions, including with customers (e.g. utilize drive-thru, install partitions) Ensure that face coverings are available Where distancing and hygiene guidelines cannot be followed in full, businesses should consider whether that activity needs to continue for the business to operate Eliminate unnecessary travel and cancel or postpone in-person meetings, conferences, workshops, and training sessions Require employees to self-quarantine when returning from high-risk⁵ areas Employers evaluate workforce strategy and concerns and enact strategies to minimize economic impact

⁵https://wwwnc.cdc.gov/travel/destinations/list

	Normal Risk	Low Risk	Moderate Risk	High Risk
Restaurants, Food Services, and Liquor	Dine-in restaurants operating under proper safety precautions for staff and customers	Dine-in service opened, with tables arranged so there is appropriate distance between diners. Increased hygiene practices for customers and staff • Dine-in tables spaced 10 feet apart; spacing may	Takeout, curbside pickup, or delivery options encouraged. Contactless payment encouraged. Create safe environment for staff For takeout services:	Takeout, curbside pickup or delivery only. Extreme caution taken in food preparation. Physical distancing maintained. Contactless payment encouraged. Create safe environment for staff
Establishments		decrease incrementally based on data & milestone trends Limit the number of people in a restaurant at any time to allow for adequate physical distancing Limit wait times inside the restaurant to 15 minutes and avoid crowding. Individuals should be encouraged to wait outside Set an established door for high-risk groups to come in without pressure from crowds Maintain signage to remind individuals from separate parties to stand at least 6 feet apart Takeout, curbside pickup, or delivery options encouraged Avoid letting guests handle food at buffets or change tongs frequently Clean any surfaces customers touch frequently (e.g. drink machines) Symptom checking of employees Stagger workstations so workers are not facing one another and can maintain a 6-foot distance Encourage contactless payment; disinfect transaction terminal between customers	 Symptom checking of employees Staff should wear face coverings Stagger workstations so workers can maintain a 6- foot distance and do not face one another Encourage contactless payment; if not possible, disinfect transaction terminal between customers Staff must sanitize hands between handling payment options and food/containers When delivering food, drivers use hand sanitizer before passing delivery to customers and use disposable containers/packaging that do not need to be returned Employers provide personal protection equipment such as face coverings, hair nets, gloves, overalls Bar Seating will be closed at this time For Dine-In Services refer to Appendix guidelines on Page 18 	 Takeout only. This includes delivery, curbside pickup, third-party delivery (e.g., DoorDash, Grubhub, Uber Eats, etc.) Symptom checking of employees Stagger workstations so workers can maintain a 6- foot distance and do not face one another Encourage contactless payment; if not possible, disinfect transaction terminal between customers Staff must sanitize hands between handling payment options and food/containers When delivering food, drivers use hand sanitizer before passing delivery to customers and use disposable containers/packaging that do not need to be returned Employers provide personal protection equipment such as face coverings, hair nets, gloves, overalls Bar Seating will be closed at this time

	Normal Risk	Low Risk	Moderate Risk	
Retail (including Grocery Stores, Pharmacy) and other establishments providing services to the public	Retail establishments operate under heightened hygiene and cleaning standards. Monitor employees for symptoms • Signage to encourage customers to use cleaning wipes and hand sanitizer • Ensure cleaning wipes are near shopping carts and shopping baskets • Provide hand sanitizer at checkout counters and entrance/exit	Retail establishments exercise discernment, establishing principles for safe environment and public trust. Monitor employees for symptoms and encourage face coverings for any interactions taking place within 6 feet • Face coverings should be worn for interactions that take place within a 6-foot distance • Maintain signage to remind and help individuals stand at least 6 feet apart, including outside when in line, and in store check-out lines • Assign an employee to disinfect carts and baskets regularly • Resume to normal patron capacity • Provide hand sanitizer at checkout counters and entrance/exit • Set an established daily window of time for high-risk individuals to come in without pressure from crowds • Staff only come closer than 6 feet when accepting payment or delivering goods or services if wearing a face covering • One-way aisles to support physical	Retail establishments create a safe environment for customers and staff with frequent reminders on distancing and hygiene. Monitor employees for symptoms. Customers and employees wear face coverings Both customers and employees should wear face coverings ⁷ Maintain signage to remind and help individuals stand at least 6 feet apart, including outside when in line, and in store check-out lines Assign an employee to disinfect carts and baskets after each use Maximum number of patrons must be such that a 6- foot distance between patrons and employees can be easily maintained (1 person per 120 square feet) Provide hand sanitizer at checkout counters and entrance/exit Limit purchase quantities on certain goods selling out quickly; this will help maintain ability to meet needs of patrons and limit crowds and lines Set an established daily window of time for high-risk individuals to come in without	Essential retail create a safe of staff with frequent and hygiene. It employees for employees were a Both custof wear face. • Maintain so individuals including of store check to the counters are maintaine feet). • Provide has counters are goods sellifications are goods sellifications are patrons are goods sellifications are patrons are goods and patrons are goods are goods.

High Risk

- pressure from crowds
- Staff may only come closer than 6 feet when accepting payment or delivering goods or services if wearing face covering
- One-way aisles to support physical distancing
- Discourage bringing kids or strollers into stores when possible to allow as much space as possible in aisles
- Consider installing a clear plastic partition between cashier and customer where it is not possible to maintain 6 feet of distance
- Consider delivery of products through curbside pick-up or delivery
- Make regular announcements to remind

tail (e.g., grocery, hardware, etc.) e environment for customers and equent reminders on distancing e. Monitor patrons and for symptoms. Customers and wear face coverings

- stomers and employees should ce coverings
- n signage to remind and help als stand at least 6 feet apart, g outside when in line, and in eck-out lines
- in employee to disinfect carts kets after each use
- im number of patrons must be at a 6- foot distance between and employees can be easily ned (1 person per 120 square
- hand sanitizer at checkout s and entrance/exit
- irchase quantities on certain elling out quickly; this will help n ability to meet needs of and limit crowds and lines
- Set an established window of time for high-risk individuals to come in without pressure from crowds
- Staff may only come closer than 6 feet when accepting payment or delivering goods or services if wearing face covering
- One-way aisles to support physical distancing
- Discourage bringing kids or strollers into stores when possible to allow as much space as possible in aisles
- Consider installing a clear plastic partition between cashier and customer where it is not possible to maintain 6 feet of distance

guidelines

distancing

• Discourage bringing kids or strollers in

space as possible in aisles

pick-up or delivery

stores when possible to allow as much

• Consider installing a clear plastic partition

Make regular announcements to remind

• Signage to encourage customers to use

• Ensure cleaning wipes are near shopping

cleaning wipes and hand sanitizer

carts and shopping baskets

customers to follow physical distancing

• Deliver products through curbside

between cashier and customer where it is

not possible to maintain 6 feet of distance

Retail (Including Grocery Stores, Pharmacy and other establishments providing services to the public.)	 Specific Guidance for Grocery & Pharmacy Separate order and delivery areas to keep customers from waiting too long in confined areas together Take extra precautions when permitting self-serving any items that are foodrelated Only make bulk items available if they are individually packaged Allow individuals to bring their own bags, mugs, or reusable items from home Waive prescription delivery fees for highrisk individuals 	customers to follow distancing guidelines Specific Guidance for Grocery & Pharmacy • Separate order and delivery areas to keep customers from waiting too long in confined areas together • Prevent people from self-serving any items that are food-related; lids for cups provided by staff • Only make bulk items available if they are individually packaged • Do not allow individuals to bring their own bags, mugs, or other reusable items from home • Waive prescription delivery fees	 Deliver products through curbside pick-up or delivery Make regular announcements to remind customers to follow physical distancing guidelines Specific Guidance for Grocery & Pharmacy Separate order and delivery areas to keep customers from waiting too long in confined areas together Prevent people from self-serving any items that are food-related; lids for cups provided by staff Only make bulk items available if they are individually packaged Do not allow individuals to bring their own bags, mugs, or other reusable items from home Waive prescription delivery fees
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⁷ Face coverings are extremely important in the retail setting, as customers are passing one another with high frequency

	Normal Risk	Low Risk	Moderate Risk	High Risk
Hospitality, Tourism & Accommodations	Industry open with precautions for staff and guests as outlined in general guidelines	Precautions taken with shared spaces; additional caution is taken with extra sanitation of all areas of the property Staff and guests should wear face coverings when interacting within 6 feet of one another Maintain signage to remind groups to stand at least 6 feet apart Social distancing maintained in all common areas or meeting rooms Digital check-in and checkout encouraged Symptomatic guests should stay in their room and should wear a face covering anytime they leave the room Consider designating one staff member to attend to sick guests Launder all exposed linens and cleaning supplies separately Food should be served in a takeout-style (grab and go) manner; no buffet-style dining Swimming pools, gyms and fitness centers open with frequent cleaning	 Hotels and other accommodations take extreme safety precautions for both staff and guests Staff and guests should wear face coverings Maintain signage to remind groups to stand at least 6 feet apart and avoid congregating in common areas Social distancing maintained in all common areas or meeting rooms Digital check-in and checkout encouraged Consider installing plexiglass partition in areas coming into close contact with guests (e.g. registration, concierge, valet desks) Symptomatic guests should stay in their room and should wear a face covering anytime they leave the room Consider designating one staff member to attend to sick guests Discontinue or decrease housekeeping services to prevent transmission between rooms during guest stays Guest room cleaning should include a complete change of towels, linens, pillows, and guest consumable items while all hard surfaces and hightouch areas are completely disinfected with an EPA- registered chemical disinfectant When possible, rooms should remain vacant for 48 hours after checkout and prior to cleaning Launder all exposed linens and cleaning supplies separately Food should be served in a takeout-style (grab 	 Limited operations of this industry. Hotels and other accommodations take extreme safety precautions for both staff and guests Accommodations (hotels, motels, Airbnb, etc.) operate with caution Staff and guests wear should face coverings Maintain signage to remind groups to stand at least 6 feet apart and avoid congregating in common areas Gift shops continue to sell food, medicine, or other essential items Digital check-in and checkout encouraged Consider installing plexiglass partition in areas coming into close contact with guests (e.g. registration, concierge, valet desks) Symptomatic guests should stay in their room and should wear a face covering anytime they leave the room Consider designating one staff member to attend to sick guests Guest room cleaning should include a complete change of towels, linens, pillows, and guest consumable items while all hard surfaces and high- touch areas are completely disinfected with an EPA-registered chemical disinfectant When possible, rooms should remain vacant for 48 hours after checkout and prior to cleaning Launder all exposed linens and cleaning supplies separately Food should be served in a takeout-style (grab
			supplies separately	supplies separately

	Normal Risk	Low Risk	Moderate Risk	High Risk
Events & Entertainment	In-person operation of this this industry is allowable for large groups. Mass gatherings follow proper safety	In-person operation of this industry is allowable under increased cleaning regimen and operational protocols in	In-person operation of this industry is allowable under increased cleaning regimen and operational protocols in	In-person operation of this industry is allowable under increased cleaning regimen and operational protocols in
	procedures and precautions for monitoring symptoms	place to ensure safe distancing restrictions are met	place to ensure safe distancing restrictions are met	place to ensure safe distancing restrictions are met
		A 10-foot distance must be maintained between	A 10-foot distance must be maintained	 Spectators encouraged to attend remotely
		individual household groups at all times; this may	between individual household groups at all	A 10-foot distance must be maintained
		be decreased incrementally based on data &	times	between individual household groups at all
		milestone trends	 For reserved-seating facilities, facility capacity is 	times
		For reserved-seating facilities, facility capacity is	dependent on ability to block reserved seats	For reserved-seating facilities, facility capacity is
		dependent on ability to block reserved seats	(demonstrated on digital seat map) to ensure	dependent on ability to block reserved seats
		(demonstrated on digital seat map) to ensure	safe radius	(demonstrated on digital seat map) to ensure
		safe radius	Set an established window of time for high-risk	safe radius
		Set an established window of time for high-risk	groups to come in without pressure from crowds	Set an established window of time for high-risk
		groups to come in without pressure from crowds	and/or separate entrances and queues	groups to come in without pressure from crowds
		and/or separate entrances and queues	Limit the number of people in a confined area	and/or separate entrances and queues
		Limit the number of people in a confined area	to enable adequate distancing at all times	Limit the number of people in a confined area
		to enable adequate distancing at all times	 Maintain signage to remind and help individuals 	to enable adequate distancing at all times
		Maintain signage to remind and help individuals	stand at least 6 feet apart when in common areas	Maintain signage to remind and help individuals
		stand at least 6 feet apart when in common areas	or not in their seats	stand at least 6 feet apart when in common areas
		or not in their seats	 Congregating at any point is not allowed 	or not in their seats
		Encourage contactless payment; disinfect between	Encourage contactless payment; disinfect between	 Congregating at any point is not allowed
		transactions at facility stores/gift shops and comply	transactions at facility stores/gift shops and comply	Encourage contactless payment; disinfect
		with other retail recommendations	with other retail recommendations	between transactions and comply with other retail
		Participants (e.g., players, performers, actors) in	 Participants (e.g., players, performers, actors) 	recommendations
		events should have their symptoms checked	in events should have their symptoms checked	Participants (e.g., players, performers, actors)
		Concessions:	Concessions:	in events should have their symptoms checked
		Serving and seating protocols consistent	 Serving and seating protocols consistent 	
		with restaurant guidance	with restaurant guidance	
		Maintain 6-foot distancing for all lines	Maintain 6-foot distancing for all lines	
		Encourage contactless payment	Encourage contactless payment	
		To the extent reasonable, serve grab-and-go	To the extent reasonable, serve grab-and-go	
		food items	food items	
		Any concessions/restaurant seating is compliant	 Any concessions/restaurant seating is 	
		with restaurant dine-in recommendations	compliant with restaurant dine-in	
			recommendations	
Personal Services	Industry open with strict hygiene regimen and symptom	Industry open under strict hygiene protocols. Service	Industry open under strict hygiene protocols. Service	Extreme limitations of this industry (e.g., barbers, hair
	monitoring	provider and customer should wear face coverings.	provider and customer should wear face coverings.	stylists, tattoo & body artists, nail salons, massage parlors)
		Meticulous monitoring of symptoms	Meticulous monitoring of symptoms	Business that rely on close human interaction (i.e.,
		Both service provider and client should wear	Both service provider and client should wear	barbers, hair stylists, tattoo & body artists,
		face coverings	face coverings	massage parlors, etc.) encouraged not to stay open
		Service provider must wear gloves, changing	Service provider must wear gloves, changing	Symptom checking in all interactions; face coverings
		frequently as required by state and local public	frequently as required by state and local public	should be worn by both service provider and client
		health law	health law	

	Normal Risk	Low Risk	Moderate Risk	High Risk
Personal Services		 Symptom checking of all staff at the beginning of each shift, with a log that can be made available for inspection by health department Customers must have their symptoms checked before services are rendered No walk-ins allowed; services by appointment only Appointments scheduled with enough time allowed to disinfect all procedure surfaces between services Service provider maintains log of appointments with customer contact information to assist with contact tracing efforts When services are not being directly provided, 6 feet of physical distance must be maintained. This includes in waiting areas and between clients at all times Contactless payment encouraged; financial 	 Symptom checking of all staff at the beginning of each shift, with a log that can be made available for inspection by health department Customers must have their symptoms checked before services are rendered No walk-ins allowed; services by appointment only Appointments scheduled with enough time allowed to disinfect all procedure surfaces between services Service provider maintains log of appointments with customer contact information to assist with contact tracing efforts When services are not being directly provided, 6 feet of physical distance must be maintained. This includes waiting areas and between clients at all times Contactless payment encouraged; financial equipment disinfected after each transaction 	
Home Repair	Operates under the General Guidelines for Employers. Increased hygiene • Same has high-risk column, except that employers do not need to actively monitor symptoms; employees self-report	equipment disinfected after each transaction Operates under the General Guidelines for Employers. Strict hygiene Inquire if homes have symptomatic individuals and exercise caution Monitor symptoms of employees Wash or sanitize hands before and after leaving a home Should wear face coverings and gloves, changing between each site Disinfect tools after each site	Operates under the General Guidelines for Employers. Strict hygiene Inquire if homes have symptomatic individuals and exercise caution Monitor symptoms of employees Wash or sanitize hands before and after leaving a home Should wear face coverings and gloves, changing between each site Disinfect tools after each site	Operates under the General Guidelines for Employers. Strict hygiene Inquire if homes have symptomatic individuals and exercise caution Monitor symptoms of employees Wash or sanitize hands before and after leaving a home Should wear face coverings and gloves, changing between each site Disinfect tools after each site
Gyms & Fitness	Fitness centers and gyms are open with	 Share estimates, invoices, and other documentation electronically Fitness centers and gyms are open with some distancing 	 Share estimates, invoices, and other documentation electronically Recommended closure of fitness centers and gyms; if open, 	 Share estimates, invoices, and other documentation electronically Fitness centers and gyms are closed
Centers	 cleaning guidance Space equipment at normal capacity Make cleaning supplies available throughout the establishment and post signs encouraging patrons to clean all equipment 	 and cleaning guidance Employees must go through symptom checking before every shift, including temperature. Log must be kept and available for inspection by health department Employees working within 6 feet of patrons should wear face coverings Set an established daily window of time for high-risk individuals to come in without pressure from crowds Limit the number of patrons in the facility at one time 1 person per 120 square feet 	fitness centers and gyms must have an employee on site at all times and must follow strict distancing and cleaning guidance • Employees must go through symptom checking before every shift, including temperature. Log must be kept and available for inspection by health department • Employees must wear face coverings; patrons should wear face coverings whenever possible • Set an established daily window of time for high-risk individuals to come in with direction from a physician • Limit the number of patrons in the facility at one time • 1 person per 120 square feet • No team or group activities	

Gyms & Fitness Centers		 Remove equipment so patrons maintain 10 feet of distance at all times Make cleaning supplies available throughout the establishment and post signs encouraging patrons to clean all equipment Towels should be provided by staff (not self serve) Showers at the facility are discouraged unless proper clearing can be provided by employees Spas and Saunas must be closed 	 Employees must disinfect all equipment after each use No sign-in sheets, touchpads, or touch surfaces required for entry All lockers must be assigned, and disinfected by employees between each user High-risk individuals are discouraged from using facilities at this time unless directed by a physician. Pools should be limited to one swimmer per lane, 50% pool capacity, congregating on the pool deck is not allowed Space or close off equipment so patrons maintain 10 feet of distance at all times Towels should be provided by staff (not self serve) Showers at the facility are discouraged unless proper clearing can be provided by employees 	
Construction, General Contractors, Real Estate, and Manufacturing	Operates under the General Guidelines for Employers	Operates under the General Guidelines for Employers. Strict hygiene • Ensure nobody with symptoms enters a job site • Provide additional hand washing stations; wash or sanitize hands before and after leaving a site • Should wear face coverings and gloves • Clean and disinfect project sites, including high-touch surfaces and tools frequently • Share estimates, invoices, and other documentation electronically	 Spas and Saunas must be closed Operates under the General Guidelines for Employers. Strict hygiene and reduced group interactions Ensure nobody with symptoms enters a job site Provide additional hand washing stations; wash or sanitize hands before and after leaving a site Should wear face coverings and gloves Clean and disinfect project sites, including high-touch surfaces and tools frequently Share estimates, invoices, and other documentation electronically 	Operates under the General Guidelines for Employers. Strict hygiene and reduced group interactions Ensure nobody with symptoms enters a job site Provide additional hand washing stations; wash or sanitize hands before and after leaving a site Should wear face coverings and gloves Clean and disinfect project sites, including high-touch surfaces and tools frequently Share estimates, invoices, and other documentation electronically No open houses
Day Care	Enhanced cleaning and distancing protocols. No symptomatic children Enhanced cleaning and disinfecting, Don't use toys that can't be cleaned Children and staff should stay home if they're sick	 Enhanced cleaning and distancing protocols. No symptomatic children Employees must go through symptom checking before every shift, including temperature. Log must be kept and available for inspection by health department Enhanced cleaning and disinfecting Limit mixing the groups of children (keep in separate rooms, allow on the playground at different times) Don't use toys that can't be washed and disinfected Groups must be restricted to groups of 20 unless a wall can physically separate each group All individuals must wash hands with soap and running water upon arrival Childers and staff get their temperatures checked at the facility If there is a confirmed case, the facility must 	 Enhanced cleaning and distancing protocols. No symptomatic children Employees must go through symptom checking before every shift, including temperature. Log must be kept and available for inspection by health department Enhanced cleaning and disinfecting Encourage children to be 6 feet apart as much as possible Groups must be restricted to groups of 10 unless a wall can physically separate each group Limit mixing the groups of children (keep in separate rooms, allow on the playground at different times) Curbside drop off and pick up All individuals must wash hands with soap and running water upon arrival Don't use toys that can't be washed and disinfected Children and staff should stay home if they're sick 	 Enhanced cleaning and distancing protocols. No symptomatic children Employees must go through symptom checking before every shift, including temperature. Log must be kept and available for inspection by health department Enhanced cleaning and disinfecting Encourage children to be 6 feet apart as much as possible Groups must be restricted to groups of 10 unless a wall can physically separate each group Limit mixing the groups of children (keep in separate rooms, allow on the playground at different times) Curbside drop off and pick up All individuals must wash hands with soap and running water upon arrival

		be closed and alert local health department	Children and staff get their temperature checked at the	Don't use toys that can't be washed and disinfected
		All high-touch surfaces should be cleaned and	facility	 Children and staff should stay home if they're sick
Day Care		disinfected regularly	If there is a confirmed case, facility must be closed and	Children and staff get their temperature checked
			alert local health department	at the facility
	Dov Core		 All high-touch surfaces should be cleaned and 	If there is a confirmed case, facility must be
'	Day Care		disinfected after each use (e.g., toys, keyboards, desks,	closed and alert local health department
			remote controls) or at least twice a day	 All high-touch surfaces should be cleaned and
				disinfected after each use (e.g., toys, keyboards,
				desks, remote controls) or at least twice a day

General Guidelines for Employers

Best Practices for Employers

- Those who are, or work with, high-risk populations, should undergo daily screening/symptom monitoring, and be tested if they begin to experience COVID-19 symptoms. High-risk populations should take extra precautions to avoid close contact with multiple people
- Use online conferencing, email, or telephone in place of in-person meetings, even when people are in the same building
- Employees and customers should not congregate in groups; if your business involves a waiting area, customers should wait outside or in their cars
- Encourage contactless pay options if possible; otherwise immediately disinfect transaction equipment
- Make regular announcements to remind employees and customers to follow distancing guidelines. Use floor markings to mark appropriate physical distance (6 or 10 feet) where appropriate
- Employers should provide face coverings for their employees
- Encourage digital files rather than paper formats (e.g. documentation, invoices, inspections, forms, agendas)
- Consider what reserve supplies may be necessary to obtain (e.g., cleaning supplies, gloves or other protective equipment)
- Consider the possibility of interruptions to water or power that might force closure
- Establish and maintain open dialogue with local communities, including key vendors and suppliers, exploring contingencies and sharing appropriate decisions about foodservice, transportation, and other services
- Identify a workplace coordinator who will be responsible for COVID-19 issues and their impact in the workplace
- If relevant, update emergency communication plan with key contacts and backups, chain of communications, and processes for tracking and communicating; share the response plan with employees and communicate expectations
- Ensure every employee's contact information and emergency contact details are up to date; ensure a plan is in place to reach employees quickly
- Educate workforce about the threat of the COVID-19 pandemic, what the business is doing, and what they should do to protect themselves and their families
- Prepare for absenteeism—not only sick employees will stay home; others may need to care for the sick or children if schools close; those employees should notify their supervisors
- Provide signage at each public entrance to inform all employees and customers that they should:
 - o Avoid entering if they fever, cough, muscle aches and pains, sudden changes in smell or taste, sore throat, shortness of breath, or feel generally unwell
 - o Maintain a minimum 6-foot distance (10-foot distance in restaurants, gyms, fitness centers, or large event spaces due to prolonged exposure, increased movement, exertion, heavier breathing, cheering)
 - o Sneeze/cough into cloth, tissue, elbow or sleeve (not hands)
 - o Avoid hand shaking or unnecessary physical contact
 - o Wear face coverings
- Centers for Disease Control and Prevention
- OSHA Guidance on Preparing Workplaces for COVID-19

Cleaning & Hygiene Guidelines for Employers

- Promote etiquette for coughing, sneezing, and handwashing; avoid touching face, especially eyes, nose, and mouth; place posters that encourage hand and respiratory hygiene
- Face coverings should be worn by employees and patrons, especially when difficult or impossible to maintain 6-foot distance
- Ensure adequate air circulation and post tips on how to stop the spread of germs
- When possible, discourage sharing of work tools and equipment
- Avoid handshaking
- Make a list of high-touch surfaces requiring routine disinfecting and perform routine environmental cleaning (e.g., elevator buttons, workstations, countertops, handrails, doorknobs, breakrooms, bathrooms, common areas), either twice a day or after each use. Keep a logbook of cleaning regimen. Those cleaning should:
 - o Wear gloves
 - o Prior to disinfecting, clean surfaces with soap and water if soiled
 - o Use EPA-approved disinfectant, industrial cleaner, diluted bleach, or alcohol solutions
- Provide disposable disinfectant wipes for employee use on high-touch surfaces; provide no-touch trash bins
- Laundry: wear gloves, use warmest appropriate water setting, dry items completely, do not shake dirty laundry, launder items that have come in contact with COVID-19 separately
- Make hand sanitizer, soap and water, or effective disinfectant readily available. Provide pop-up handwashing stations or facilities where necessary (e.g. open houses, construction sites)
- Personal Protection Equipment (PPE) should not be shared and should be disposed of properly
- After using gloves, employees should wash their hands

Employers Monitoring Symptoms

- Employees who are sick or who appear to have COVID-19 symptoms should be separated from other employees/customers immediately and sent home; immediately clean and disinfect areas the sick employee visited
- Train managers/leadership to spot symptoms of COVID-19 and to be clear on relevant protocols
- Monitor employee symptoms, especially fever. If employees take simple medications such as acetaminophen, ibuprofen, or aspirin, they should take temperature beforehand
- Do not allow employees to come to work if they feel sick; create or maintain non-punitive leave policies so employees do not feel pressured to come to work if they are sick. Remind employees to report any illness to a manager, especially if sick with fever, cough, muscle aches and pains, sudden changes in smell or taste, sore throat, and/or shortness of breath
- If an employee is confirmed COVID-19 positive, employers should inform fellow employees while maintaining confidentiality; fellow employees should self-monitor for symptoms for 14 days

Appendix: Guidelines for Dine-in Restaurants Open in Orange/Moderate

Operational Practice

- Limit tables to groups of 6, preferably members of the same household
- Tables with guests must be at least 10 feet⁸ apart, from edge to edge. Either move tables or mark off tables not to be used
- In waiting areas, a 6-foot distance must be maintained between parties, whether indoor or outdoor
- Maintain signage to remind individuals from separate parties to stand at least 6 feet apart; waiting area has floor markers to indicate properspacing
- Hosts preferably open doors for customers and guide them to their seats to prevent traffic or congregating; hand sanitizer available at door
- Upon entry, hosts point guests to signage that includes the following information:
 - o Outlines symptoms⁹ and encourages that if the patron, or someone they live with, has experienced COVID-19 symptoms, to please order takeout instead
 - o Recommendation for high-risk individuals¹⁰ to order takeout/delivery instead of dining in for the protection of that individual
- Manager checks each employee for symptoms before every shift with temperatures taken and asks if any member of the employee's household has tested positive for COVID-19 in the past 14 days. Log must be kept and available for inspection by the local health officer
- Staff should wear face coverings at all times and perform hand hygiene between interactions with each table
- Cups, lids, napkins and straws must be handed directly to customers by staff
- Do not place utensils on table until patron is seated
- Encourage contactless and non-signature payment; when not possible, card and payment stations must be sanitized after each use. Staff must sanitize hands between handling payment options and food/containers
- Staff avoid touching items that have been placed on the table (menus, plates, utensils, pens, cups, etc.). The table will be cleared by a dedicated staff member once all guests have left
- Dedicated staff member sanitizes the area occupied by customers upon departure including tables, menus, pens, salt and pepper shakers, etc. Consider use of disposable items if necessary
- The restaurant may not operate if PPE, EPA-approved disinfectants and sanitizers, soap, and other necessary cleaning supplies are not available; sanitizer is effective against COVID-19. Chlorine (bleach) at 100-200 ppm is recommended
- Hand sanitizer must be available immediately adjacent to bathrooms
- Close restaurant for cleaning and disinfecting in the morning, afternoon, and evening. Cleaning and disinfecting includes all tables, chairs, door handles, floors, bathrooms, and any high-touch surfaces
- No self-serve food service or buffet options unless food is pre-packaged
- Stagger workstations so employees are not facing one another and are 6 feet apart
- To-go boxes, pizza boxes, paper cups, and any other paper product that touches food must be treated as food
- Staff must use gloves when handling ready-to-eat foods (including ice). Gloves are not required when handling foods that have yet to be cooked
- Playgrounds in restaurants remain closed

⁸¹⁰⁻foot distance is required to ensure a 6-foot distance is maintained when pulling out chairs, moving between tables, and to ensure the safety of restaurant patrons during periods of prolonged exposure to one space

⁹ Symptoms include fever, cough, muscle aches and pains, sudden changes in smell or taste, sore throat, shortness of breath

¹⁰ High-risk individual" includes those over 65, those living at senior living facilities, and those of all ages with underlying medical conditions, including chronic lung disease, asthma, heart conditions, severe obesity, chronic kidney disease, liver disease, or otherwise immunocompromised (undergoing cancer treatment, smoker, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications.