

Measures To Keep People At Least Six Feet Apart (check all that apply to the facility or work site)

- All employees have been instructed to maintain at least six feet of distance from customers and each other (employees may momentarily come closer when needed to accept payment, deliver goods or services, or when otherwise unavoidable).
- All desks, individual work stations, or work areas are separated by at least six feet.
- Tape or other markings have been placed at least six feet apart in customer line areas inside the store and on sidewalks to public entrances with signs directing customers to use the markings to maintain distance.
- Order areas are separated from delivery areas to prevent customers from gathering.
- Optional — Describe other measures:

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

- The number of customers in the store at any one time is limited to _____, which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.
- An employee is monitoring the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.
- Optional—Describe other measures:
No more than 10 people allow on a trip/course at one time. This includes guides and clients.

Measures To Increase Sanitization (check all that apply to the facility or work site)

- Hand sanitizer, soap and water, or effective disinfectant is available to the public and employees at or near the entrance of the facility or work site, at checkout counters, workstations, and anywhere else where people have direct interactions. Location(s) include:
All office desks and in building restrooms.

- Disinfecting wipes or spray that is effective against COVID-19 are available near workstations and all high-contact surfaces (including payment portals, carts, baskets, pens, shared tools, heavy equipment, etc.). Location(s) include:
All office desks.

- Employee(s) have been assigned to disinfect all high-contact surfaces frequently.
- Break rooms, bathrooms, and other common areas are being disinfected on the following schedule:
 - Break Rooms N/A

Bathrooms

Monday-Friday, 1x at end of day

Other

All gear sanitized before and after use on trip

Optional — Describe other measures:

Measures To Prevent Unnecessary Contact (check all that apply to the facility or work site)

Contactless payment systems have been provided or, if not feasible, payment systems are sanitized regularly. Describe:

Online payment and booking; digital gratuity preferred via Venmo or PayPal

Curb-side drop-off/pick-up of products is available.

People are prevented from self-serving any items that are food-related (including bulk food, plates, cups, lids, etc.).

Optional—Describe other measures (e.g. providing senior-only hours):

Measures To Reduce Exposures in Employee Transportation (check all that apply to the facility or work site)

Hand sanitizer is used by each passenger when entering the vehicle.

The number of passengers has been reduced by 50% of the vehicle's occupancy, and passengers sit in locations to maximize the distance between one another.

Passengers will wear a non-medical, cloth face-covering when in a vehicle containing more than 1 person.

Windows will remain open and ventilation is increased.

All high-contact surfaces of the vehicle are disinfected at the end of each day.

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

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