



COVID-19 Site-Specific Protection Plan (SPP)

Business Name: Marin Shakespeare Company - Summer Camps

Facility Address: 514 Fourth Street, San Rafael and Marin Art and Garden Center, Ross

This COVID-19 Site-Specific Protection Plan (SPP) was most recently updated on: June 1, 2020

The person(s) responsible for implementation of this Plan is:

Name: Lesley Currier Title: Managing Director

I, Lesley Currier certify that all employees have been provided a copy of it and have reviewed it and received training as required in this SPP.

Name: Lesley Currier Signature:

Individual Control Measures and Screenings

- Employees whose work duties can be conducted remotely are doing so and will continue to do so until the Shelter in Place Order is lifted, with particular consideration for employees above the age of 65 and others at increased risk for more severe disease if infected.
- All employees have been provided with temperature and/or symptom screenings at the beginning of their shift and all other employees entering the worksite at all times. The individual conducting the temperature/symptom screening will avoid close contact with employees to the extent possible. Both screeners and employees wear face coverings during each screening. Screening follows [CDC Guidelines](#).
- Employees are provided with all required protective equipment (i.e., face coverings) and the employer ensures this equipment is worn properly at all times.
- Employees are provided with and use protective equipment when offloading and storing delivered goods.
- Employees inspect deliveries and perform disinfection measures prior to storing goods in warehouses and facilities.
- Face coverings are required when employees are in the vicinity of others. Face coverings are not shared at this worksite.
- Employees take reasonable measures to communicate with the public that they should use face coverings.
- Employees who are sick or exhibiting symptoms of COVID-19 are directed to stay home and Centers for Disease Control guidelines will be followed for when that employee can return to work.

Types of protective equipment provided to employees at this worksite location include:

Face masks, gloves, hand sanitizer, sanitizing wipes

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Additional control measures you are implementing at this worksite include:

See **Below**

Cleaning and Disinfecting Protocols

- Thorough cleaning in high traffic areas is performed regularly. Commonly used surfaces are frequently disinfected.
- All shared equipment and touchable surfaces are cleaned and sanitized between each use.
- Customer entrances and exits, and points of sale are equipped with proper sanitation products, including hand sanitizer and/or sanitizing wipes
- Hand washing facilities will be made available and will stay operational and stocked at all times and additional soap, paper towels, and hand sanitizer are supplied when needed.
- Hand sanitizer will be provided where businesses do not have indoor plumbing.
- Sanitizing supplies are provided to promote employees' personal hygiene. This may include tissues, no-touch trash cans, hand soap, adequate time for hand-washing, alcohol-based hand sanitizers, disinfectants, and disposable towels.
- Cleaning products are used that meet the Environmental Protection Agency (EPA)'s- approved for use against COVID-19 list.
- Business hours and/ or other procedures have been modified to provide adequate time for regular, thorough cleaning, product stocking, or other measures.
- Employees are provided adequate time to implement cleaning practices before and after shifts.
- Hands-free devices have been installed, if possible, including motion sensor lights, contact-less payment systems, automatic soap and paper towel dispensers, and timecard systems.

Marin Shakespeare Company –In-Person Summer Camps 2020

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The SPP must be posted at each venue where it can be viewed without touching. Additional Signage (see below) must also be posted.

In accordance with County of Marin guidelines, Marin Shakespeare Company (MSC) is offering summer camps in the summer of 2020. Parents understand and acknowledge that MSC cannot guarantee the health or safety of all participants. This Plan outlines the processes and procedures MSC will implement to ensure the maximum safety for all participants. Students who have underlying health conditions that put them at particular risk from COVID-19 should consider not enrolling in MSC's camps. Potential Staff members with underlying health conditions should also consider not working at the camps.

Camps will be offered at two locations: 514 Fourth Street and Marin Art and Garden Center. At 514 Fourth Street, camps will be offered in the West Room (larger space) and East Room (smaller space.) At the Marin Art and Garden Center, camp will be offered at the outdoor Amphitheatre.

Camp Protocols for All Camps:

1. Each session must have a stable group of no more than 12 campers. Campers may not be enrolled at other camps with overlapping dates.
2. Campers may not change from one group to another.
3. Teaching Artists will remain stable and stay with one group only.
4. Teaching Artists are encouraged to get tested for COVID-19 prior to the start of each camp session. You can get tested for free by calling 1-888-634-1123 or visiting lhi.care/covidtesting to make an appointment.
5. Changes to rules and regulations governing Summer Camps by the Marin County Health Officer may require changes to Marin Shakespeare Company's protocol, including the cancellation or changes in format of camps in progress. In all events, MSC will endeavor to follow all County rules and guidelines.
6. Children and staff must stay home if they are sick.
7. Parents will drop campers off at a designated outdoor location. Parents will not enter the building at 514 Fourth Street. Parents will remain until their child's temperature has been taken. Temperature taking will be non-contact.
8. Upon arrival, campers will be screened to determine if they have any symptoms of COVID-19. Each child's temperature will be taken at the beginning of every day; in the event a child has a fever, the parent will take the child home immediately.
9. At the beginning of each day, and periodically throughout the day, each child will be required to wash or sanitize his/her hands. Hand washing will be for at least 20 seconds with paper towels or single use cloth for drying.
10. Teaching Artists will provide safety instructions to include: proper procedures for hand washing; covering face with elbows when coughing or sneezing; not touching one's face; and the proper use, removal, and cleaning of face coverings.

11. MSC staff will ensure safe and correct application of disinfectants and keep safety products away from children.
12. Teaching Artists will sanitize sink and toilet handles before and after each child's use. To facilitate this, TA's will determine set "bathroom" times throughout the day and will oversee bathroom use. For campers age 13 and older, TA's may teach campers how to properly sanitize sink and toilet handles, as long as the TA asks each camper to verify that they have sanitized handles after each use.
13. Children will be taught to use a tissue or sanitary wipe when using handles to flush toilets.
14. TA's will sanitize high-touch surfaces, such as door handles and trash receptacle handles, frequently.
15. TA's will be required to wear face coverings for the duration of the camp, except during lunch breaks, when TA's must maintain a distance of no less than 12 feet from any other person.
16. Campers are encouraged to wear face coverings, but children under 12 are not required to wear face coverings.
17. Props and costumes will be assigned to one camper only, will be labeled with the camper's name, and will be stored in a container specific to each camper and listed with her or his name (paper bag, etc.). Campers will be instructed not to share costumes, props, scripts, pens, or any other equipment.
18. Campers and staff will be required to bring their own water, lunch, and snacks and forbidden to share. Eating spaces will be set up to maximize space between campers. Campers and staff will be required to wash or sanitize hands before and after lunch.
19. MSC's Communications Plan includes maintaining accurate email and phone lists so that camp families can be contacted quickly, and maintaining a COVID-19 Resources page on the MSC website. MSC staff will contact each parent by phone and/or email prior to the start of each session to ensure parents understand MSC's protocols, and are prepared for the first day of camp. MSC will distribute and post the following information:

[What you should know about COVID-19 to protect yourself and others](#)

[Prevent the spread of COVID-19 if you are sick](#)

[Stop the spread of germs – help prevent the spread of respiratory viruses like COVID-19](#)

<https://marinrecovers.com/documents/reopening-signage-for-businesses/>

20. Areas will be taped at least 6' distant for circle exercises, and lunch/snack breaks.

514 Fourth Street – Specific Procedures

1. At 514, each group will be in a separate room (East) or (West) and shall not mix with each other, or use restrooms on the opposite side of the building. A temporary divider will be established to help enforce this. Start and end times for

(East) and (West) camps will be staggered by at least 30 minutes to help maintain physical distancing during drop-off and pick-up.

2. On the East side, campers and staff will be assigned to one of two bathrooms to minimize the number of people using a single bathroom.
3. At 514, MSC staff will provide as much ventilation as possible through opening doors and employing fans.
4. There are no drinking fountains at 514 Fourth Street. Children will be required to bring their own water bottles; no sharing will be allowed.
5. Campers and staff will be required to remove all trash, recycling, and lunch leftovers from the premises; nothing will go into garbage containers inside the building.
6. Both sides will be professionally cleaned prior to each 3-week camp session.

Marin Art and Garden Center – Specific Procedures

1. MAGC will ensure drinking fountains on site have been tested for safety to minimize the risk of diseases associated with water.
2. MAGC will ensure a safe protocol for cleaning restrooms
3. MSC will provide hand sanitizers and/or a temporary hand-washing station at the Amphitheatre to minimize student time in restrooms.

Marin Shakespeare Company Summer Camps

Emergency Plan

In accordance with guidelines issued by the Center for Communicable Diseases (CDC), Marin Shakespeare has instituted this Emergency Plan for its in-person Summer Camps.

Plan for when a staff member, child, or visitor becomes sick:

- Identify an area to separate anyone who exhibits COVID-like symptoms during hours of operation, and ensure that children are not left without adult supervision
- Establish procedures for safely transporting anyone sick to their home or to a healthcare facility, as appropriate
- Notify local health officials, staff, and families immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws
- Close off areas used by any sick person and do not use them until they have been cleaned. Wait 24 hours before you clean or disinfect to reduce risk to individuals cleaning. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants, and keep disinfectant products away from children
- Advise sick staff members or children not to return until they have met CDC criteria to discontinue home isolation
- Inform those who have had close contact to a person diagnosed with COVID-19 to stay home and self-monitor for symptoms, and to follow CDC guidance if symptoms develop. If a person does not have symptoms follow appropriate CDC guidance for home isolation.

Maintain healthy operations

- Implement flexible sick leave policies and practices, if feasible
- Monitor absenteeism to identify any trends in employee or child absences due to illness. This might indicate spread of COVID-19 or other illness. Have a roster of trained back-up staff in order to maintain sufficient staffing levels
- Designate a staff person to be responsible for responding to COVID-19 concerns. Employees should know who this person is and how to contact them. Marin Shakespeare Company's COVID-10 Emergency Contact is **Managing Director Lesley Currier, 415-499-4485 or lesley@marinshakespeare.org**.
- MSC's Communication's Plan includes email and phone, and the COVID-19 Resources page on the MSC website. These methods will be used for staff and families for self-reporting of symptoms and notification of exposures and closures.
- Support coping and resilience among employees and children.

Closing

MSC staff will check State and local health department notices daily about spread of COVID-19 in the area and adjust operations accordingly

- If Marin, San Rafael, and/or Ross is deemed a significant mitigation community, Summer Camp program will close.
- In the event a person diagnosed with COVID-19 is determined to have been in the building and poses a risk to the community, MSC will consider closing for a few days for cleaning and disinfection.



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Description of specific operational procedures being implemented to ensure there is adequate time for cleaning/disinfecting:

A complete professional cleaning of 514 Fourth Street will be conducted prior to each 3-week camp session.

Additional measures that have been taken at this business location:

Physical Distancing Guidelines

- Employee breaks and break rooms are managed to allow employees to eat on premises in designated areas where they can remain 6 feet apart.
- Customers are not permitted to bring their own bags, mugs, or other reusable items from home.
- Tape or other markings have been placed at least six feet apart in customer line areas on sidewalks or other walkways near public entrances with signs directing customers to use the markings to maintain distance.
- All desks or individual workstations are separated by at least six feet or employees otherwise maintain six feet if workspace is limited.

The following per-person limits have been placed on goods that are selling out quickly to reduce crowds and lines.
If not applicable mark as "N/A"

n/a

Description of the layout of your worksite and how we accomplish physical distancing measures:

514 Fourth Street - No more than 15 students/Teaching Artists will be present at any time. The West room is 3600 square feet and the East room is 2400 square feet. Areas will be taped at least 6' distant for circle exercises, and lunch/snack breaks.

MAGC is an outdoor location. No more than 15 students/Teaching Artists will be present at any time. Areas will be taped at least 6' distant for circle exercises, and lunch/snack breaks.



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Business/Industry (i.e., retail, restaurant) Best Practices

- Go to [Marin Recovers](#) website and find the list of specific best practices for your type of business and copy/paste them into the section .
- If you've implemented additional measures specific to your business type, include them here as well.

Best Practices for:

Summer Camps & Youth Activities

**INDUSTRY-SPECIFIC GUIDANCE OF THE HEALTH OFFICER OF
THE COUNTY OF MARIN REGARDING REQUIRED BEST PRACTICES FOR
CHILDCARE ESTABLISHMENTS, SUMMER CAMPS, AND SPORTS CAMPS**

This industry-specific guidance is being issued pursuant to the May 15, 2020 Order of the Health Officer of the County of Marin Directing All Individuals in the County to Continue Sheltering in their Place of Residence (the “Shelter in Place Order”) and unless otherwise defined below, initially capitalized terms used in this guidance have the same meaning given them in that order. This guidance goes into effect immediately upon issuance.

This guidance remains in effect until suspended, superseded, or amended by the Health Officer, is supported by the justifications set forth in the Shelter in Place Order, and automatically incorporates any revisions to that order or other future orders issued by the Health Officer that supersede that order or reference this guidance. All businesses addressed herein and allowed to operate under the Shelter in Place Order are required to follow this industry-specific guidance and implement all Best Practices detailed below.

This guidance and its enumerated Best Practices may be revised by the Health Officer, through revision of this guidance or another future order, as conditions relating to COVID-19 require, at the discretion of the Health Officer. Each business identified herein must stay updated regarding any changes to the Shelter in Place Order, this guidance, and the Best Practices specifically applicable to it by checking the Marin Recovers website regularly.

**UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE
SECTIONS 101040, 101085, AND 120175, THE HEALTH OFFICER DIRECTS AS
FOLLOWS:**

1. This guidance applies to all owners, operators, managers, or supervisors of any business that the Shelter in Place Order permits to be open to the public in the County of Marin (the “County”), whether or not such a business could also be defined as an Outdoor Business under the Shelter in Place Order, that consist of any of the following:
 - - 1.1. Childcare establishments and other educational programs providing care or supervision for children of all ages (a “Childcare Establishment”); or
 - 1.2. Summer and day camps providing care or supervision for children of all ages during the summer break from school (a “Summer Camp”); or
 - 1.3. Recreational institutions or programs providing care or supervision for children of all ages during the summer break from school and involving contact and the use of shared equipment (a “Sports Camp”); or
2. All Childcare Establishments, Summer Camps and Sports Camps described herein may begin operations pursuant to these Guidelines on June 1, 2020.
3. Each Childcare Establishment, Summer Camp, and Sports Camp must create, adopt, and implement a written COVID-19 Site-Specific Protection Plan (a Site-Specific Protection

Plan template is available online at marinrecovers.com) that incorporates and addresses all applicable Best Practices included in this guidance.

4. Depending on the nature of the business covered by this guidance, there may be certain people associated with the business that are subject to this guidance. Collectively those people are referred to by this guidance and the Best Practices as “Personnel”, and those people include all of the following who provide goods or services associated with the business in the County: employees; contractors and sub-contractors (such as those who sell goods or perform services onsite or who deliver goods for the business); independent contractors (such as “gig workers” who perform work via the business’ app or other online interface); vendors who are permitted to sell goods onsite (such as farmers or others who sell at stalls in farmers’ markets); volunteers; and other individuals who regularly provide services onsite at the request of the business. This guidance requires the business to ensure that Personnel who perform work associated with the business are addressed by the COVID-19 Site-Specific Protection Plan and comply with those requirements.

5. Implementation of this guidance augments—but does not limit—the obligations of each Childcare Establishment, Summer Camp, and Sports Camp under all other existing Health Officer Orders, including, but not limited to, all requirements of the Facial Coverings Order and the obligation to prepare, post, and implement a Social Distancing Protocol as required by the Shelter in Place Order.

6. Best Practices for Childcare Establishments, Summer Camps, and Sports Camps:
 - 6.1. Facilities and Personnel must follow all existing guidelines to prevent the spread of infection, such as social distancing when it is feasible in a childcare setting and more intensive infection control measures such as health screenings, more frequent handwashing, and surface cleaning. These shall specifically include:
 - 6.1.1. Take every child’s temperature at the beginning of each day, and take a specific child’s temperature any time there is a concern that child may have a fever.
 - 6.1.2. Upon entering any room, require children and adults to wash hands. Repeat throughout the day as necessary. Wash hands for 20 seconds and use paper towels (or single use cloth towels) to dry hands thoroughly.
 - 6.1.3. Teach and reinforce washing hands and covering coughs and sneezes among children and staff.
 - 6.1.4. Personnel should be frequently reminded not to touch their face coverings and to wash their hands frequently. Information should be provided to all staff on proper use, removal, and washing of cloth face coverings.
 - 6.1.5. Ensure safe and correct application of disinfectants and keep products away from children.

- 6.1.6. Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods. Do not open windows and doors if they pose a safety or health risk (e.g., allowing pollens in or exacerbating asthma symptoms) risk to children using the facility.
 - 6.1.7. Take steps to ensure that all water systems and features (for example, drinking fountains, decorative fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.
 - 6.1.8. Sanitize the sink and toilet handles before and after each child's use.
 - 6.1.9. Teach children to use a tissue when using the handle to flush the toilet.
- 6.2. Personnel must wear a facial covering over their nose and mouth unless specifically exempted from doing so by the Health Officer's Order for Face Coverings. Children over the age of 2 should wear cloth face coverings when not actively engaged in physical activity to reduce the risk for transmission if the parent and provider determine they can reliably wear, remove, and handle masks following CDC guidance throughout the day, but children under 12 are not required to wear cloth face coverings. Children under 12 wearing a cloth face covering shall always be actively monitored by Personnel. Teach and reinforce mandatory use of cloth face coverings among all staff.
- 6.3. Comply with all applicable licensing regulations.
- 6.4. Childcare Establishment, Summer Camp, and Sports Camp operations must be carried out in stable groups consisting of 12 or fewer children, which means that the same 12 or fewer children must remain in the same group each day and for at least 3 consecutive weeks. Each Childcare Establishment, Summer Camp, and Sports Camp program shall operate for a minimum of at least 3 weeks in order to ensure that children remain in stable groups as required by these Best Practices. Children from the same family or household unit must be included in the same stable group within a facility or program, to the greatest extent possible.
- 6.5. Children may not move or change from one Childcare Establishment, Summer Camp, or Sports Camp to another more frequently than every 3 weeks.
- 6.6. Children may not attend more than one Childcare Establishment, Summer Camp, or Sports Camp simultaneously. This means that if any child is attending any Childcare Establishment, Summer Camp, or Sports Camp, that child may not enroll in another unless or until they have permanently stopped attending the first, and further they may not enroll in any new program more frequently than every 3 weeks.
- 6.7. If more than one group of children is at one facility, each group shall be in separate rooms or spaces that cannot be accessed by children or adults outside the stable group. Facilities with exceptionally large rooms (e.g. indoor gymnasiums or sports fields) may divide those rooms into more than one space for children by erecting temporary walls or dividers that keep stable groups of children entirely separate from other groups located within the same larger space.
- 6.8. Stable groups shall not mix with other stable groups, and to the greatest extent possible groups shall not change rooms within the facility. If groups do need to change rooms within a facility, Personnel shall sanitize each room being utilized by a new group of children prior to the children moving into that room.
- 6.9. Shared rooms or spaces within a facility, such as restrooms or outdoor play yards, should be divided up to the greatest extent possible so that different groups of children have access to designated portions of such spaces. To the extent this is not possible, such

spaces must be sanitized after use by any one group of children and before another rotates in. No two groups may be in a shared or common space at the same time.

- 6.10. Personnel cannot serve more than one stable group of children and shall remain solely with that group of children during the duration of the Childcare Establishment, Summer Camp, or Sports Camp. Program specific appropriate adult: child ratios should always be maintained.
- 6.11. All equipment used by participants or Personnel must be sanitized daily at minimum.
- 6.12. Sports with shared equipment or physical contact, like soccer, basketball, baseballs, softball, and tennis, can only be played within the same stable group of 12 or fewer children. Participants from one Sports Camp may not compete or play against participants in another Sports Camp.
- 6.13. Sports Camps that require access to a pool may contract with private or public pools otherwise closed under the Shelter in Place Order in order to provide such access for Sports Camp participants, and pools otherwise closed under the Shelter in Place Order may allow access to Sports Camp participants and Personnel exclusively. Only one stable group of 12 children may be in a pool at any given time and, just as with any other room or area into which groups of children are rotating, all equipment and surfaces touched by one group of children must be sanitized before another group may be permitted to enter.
- 6.14. Do as many activities outdoors as possible; create outdoor activities where you can to provide wider spacing opportunities.
- 6.15. Stagger arrival and/or dismissal times. These approaches can limit the amount of close contact between students in high-traffic situations and times.
- 6.16. Encourage participants to avoid carpooling to and from their Childcare Establishment, Summer Camp or Sports Camps.
- 6.17. Establish procedures for drop-off and pick-up to maintain physical distancing. Consider moving the sign-in station outside the facility. Provide hand sanitizer or handwashing facilities to use before and after families sign in and out. Do not share pens. Ask parents to bring their own pens when signing children in and out. If check-in is electronic, clean and disinfect the screens or keyboards frequently.
- 6.18. Meals and snacks:
 - - Set up the eating spaces to maximize space between children.
 - Practice proper handwashing before and after eating.
 - Use paper goods and disposable plastic utensils when possible.
 - Meals should be pre-portioned or pre-packaged and distributed by a teacher.
 - Encourage families to send children with meals from home if possible.
- 6.19. Create a communications plan for the families you serve. Include information about specific steps being taken by the Childcare Establishment, Summer Camp, or Sports Camp to prepare, and how additional information will be shared. Share resources with the Childcare Establishment, Summer Camp, or Sports Camp community to help families understand how to prevent spread and when to keep children home. General CDC fact sheets to help Personnel and students' families understand COVID-19 and the steps they can take to protect themselves:
 - - [What you should know about COVID-19 to protect yourself and others](#)
 - [Prevent the spread of COVID-19 if you are sick](#)

- [Stop the spread of germs – help prevent the spread of respiratory viruses like COVID-19](#)
 - 6.20 Children must stay home when they are sick. If a child has a new cough or other illness symptoms, they may not come to the Childcare Establishment, Summer Camp, or Sports Camp even if they have no fever. It is not uncommon for people, including children, with COVID-19 to have cough without fever, especially early in the course of illness. If a child show signs of respiratory illness (a new cough, complaints of sore throat, or shortness of breath), a fever of 100°F or above, they should enter a separate room, or be safely isolated with Personnel, and must be sent home as soon as possible.
7. This guidance is issued in furtherance of the purposes of the Shelter in Place Order. Where a conflict exists between this guidance and any state, local, or federal public health order related to the COVID-19 pandemic, including, without limitation, the Site-Specific Protection Plan, the most restrictive provision controls. Failure to carry out this guidance is a violation of the Shelter in Place Order, constitutes an imminent threat and menace to public health, constitutes a public nuisance, and is a misdemeanor punishable by fine, imprisonment, or both.



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Notification of COVID-19 Positive Case at your Worksite

- County of Marin Public Health is notified of all positive COVID-19 cases.
- If an employee is diagnosed with COVID-19, Marin County Public Health will provide assistance in the assessment of potential worksite exposures, and any recommended testing, quarantine, or isolation instructions.
- Employers and employees are aware that they can call Marin Public Health if a suspected exposure has occurred at 415-473-7191.

Training

Employees have been trained on the following topics

- Information from the [Centers for Disease Control and Prevention \(CDC\)](#) on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.
- Self-screening at home, including temperature and/or symptom checks using CDC guidelines.
- The importance of not coming to work if employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19.
- The importance of seeking medical attention if an employees' symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.
- The vulnerability of older adults and people with chronic medical conditions, and the need to practice particular caution to protect these groups.
- The importance of frequent handwashing with soap and water, including scrubbing with soap for 20 seconds (or using hand sanitizer with at least 60% ethanol or 70% isopropanol when employees cannot get to a sink or handwashing station, per CDC guidelines).
- Manufacturer's directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products.
- The importance of physical distancing, both at work and off work time (see Physical Distancing section above).
- Proper use of face coverings, including:**
 - Face coverings do not protect the wearer and are not personal protective equipment (PPE).
 - Face coverings can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.
 - The importance of washing and/or sanitizing hands before and after using or adjusting face coverings.
 - Avoid touching eyes, nose, and mouth.
 - Face coverings to be washed after each shift.

Other worksite training measures taken:

Compliance and Documentation

- This worksite is regularly inspected for compliance with this Site-Specific Protection Plan (SPP) and any deficiencies are documented and corrected.
- All new business operations will continue to be accessible to consumers and employees with disabilities, complying with the Americans with Disabilities Act, Title III which covers private business entities.



COVID-19 Site-Specific Protection Plan (SPP)

Exhibit A – Physical Distancing for Operating Indoors²

Effective date this business is permitted to operate indoors: June 1, 2020²/

The number of individuals allowed indoors at any one time is limited to 15 per room (East) or (West) which allows customers and employees to easily maintain at least six-foot distance from one another at all practicable times.

- An employee will be assigned during all operating hours to ensure that the maximum number of customers indoors is not exceeded.

² Not all businesses are permitted to operate indoors yet. The State and County Public Health Orders provide specific direction as to when and what type of businesses are permitted to operate indoors. Please incorporate Exhibit A into your Worksite Specific Plan when your business type is permitted to do so.