

---

---

---

---

---

---

---

---

---

---

Social Distancing Protocol  
COVID-19 Site Specific Protection Plan



Personnel Training (continued)

Personnel are trained [on county guidelines](#) for when it is safe to return to work if they are symptomatic or have tested positive for COVID-19.

Personnel are trained on the need for frequent handwashing with soap and water, proper use of face coverings, the importance of social distancing, and other measures in this Protocol.

Personnel are encouraged to get tested for COVID-19 in accordance with county guidance and given information on test locations: <https://www.sccgov.org/sites/covid19/Pages/covid19-testing.aspx>.

Personnel have been informed that they can contact the County Office of Labor Standards Enforcement to report any deficiencies in compliance with Social Distancing Protocol requirements by this business.

Office of Labor Standards Enforcement Advice Line: 866870-7725

Personnel are trained on new or modified measures immediately upon updating this Protocol.

Optional—Describe other measures:

---

Individual Control Measures and Screenings:

All personnel who can carry out their work duties from home have been directed to do so and are doing so.

All workers have been directed not to come to work if sick or exhibiting symptoms of COVID-19.

All employees are given temperature and other COVID-19 symptom screening at the beginning of their shift, and all other vendors, contractors, and other workers are screened before entering the facility.

Require all persons to properly wear face coverings at all times in the facility (except if 6 years of age or under, medically inadvisable or the face covering would create a safety hazard for workers under established health and safety guidelines).

Optional—Describe other measures:

---

Handwashing and Hand-Sanitizing Protocols:

Encourage frequent handwashing and use of hand sanitizer and provide frequent breaks for handwashing.

Soap and water are available to all personnel at the following location(s) [click or tap here to enter text](#).

Hand sanitizer effective against COVID-19 is available to all personnel at the following location(s) [click or tap here to enter text](#).

---

---



## Measures to Maintain Social Distancing (continued)

Place additional limitations on the number of workers in enclosed areas of the facilities (such as the break rooms) to ensure at least 6 feet of separation.

Place per-person limits on goods that are selling out quickly to reduce crowds and lines.  
Explain: [Click or tap here to enter text.](#)

Place tape or other markings at least 6 feet apart in customer line areas inside the store and sidewalks at public entrances with signs directing customers to use the markings to maintain distance.

Separate order areas from delivery areas to prevent customers from gathering.

Minimize exposure between cashiers and customers through social distancing use of barriers where social distancing cannot be maintained. Describe:

Increase remote (online and telephone) purchasing, delivery, and curbside pickup service options.

Instruct staff to maintain at least six feet of distance from customers and from each other except staff may momentarily come closer when necessary to accept payment, deliver goods or services, or perform a job duty.

Stagger employee breaks, in compliance with wage and hour regulations, to maintain adequate social distancing.

Minimize any in-person meetings and adjust those that are necessary to ensure adequate social distancing.

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

Reconfigure, restrict, or close break rooms and other common areas to maintain social distancing

Optional—Describe other measures:

---

## Measures to Prevent Unnecessary Contact

Close all public seating areas.

Prevent people from self-serving any food-related items, including from food bars, bulk-item bins, and shared containers in breakrooms. Discontinue product sampling.

Do not allow customers to use their own cups or other reusable food containers from home for takeaway.

Require customers using reusable bags from home to bag their own groceries or prevent use of reusable bags from home. Describe:

Social Distancing Protocol  
COVID-19 Site Specific Protection Plan

Measures to Prevent Unnecessary Contact (continued)

Provide contactless payment systems if possible.

n

---

---

---

---

---

---

---

---

---

# Social Distancing Protocol

## Visitor Information



Last updated:

Business Name: \_\_\_\_\_

Facility Address: \_\_\_\_\_

The maximum number of people allowed in this facility to ensure that people are easily able to maintain six-foot social distancing, or as required by the Order, is \_\_\_\_\_.

The total square footage of this facility is \_\_\_\_\_.

The square footage of this facility open to the public is \_\_\_\_\_.

### Learn More or Report a Complaint

To report a complaint about this or another business not following a Social Distancing Protocol, visit [www.sccgov.org/coronavirus](http://www.sccgov.org/coronavirus).

To view the County Health Officer's Order and other information related to COVID-19, visit [sccgov.org/coronavirus](http://sccgov.org/coronavirus).

The person responsible for implementing this business's protocol is:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Email

\_\_\_\_\_  
Phone Number

