



**ORDER OF THE HEALTH OFFICER
OF THE COUNTY OF CONTRA COSTA DIRECTING
ALL INDIVIDUALS IN THE COUNTY TO CONTINUE TO COMPLY WITH SOCIAL
DISTANCING AND FACE COVERING REQUIREMENTS AND AVOID
GATHERINGS, AND DIRECTING BUSINESSES AND GOVERNMENT AGENCIES
TO COMPLY WITH SPECIFIED RESTRICTIONS NECESSARY TO SLOW THE
SPREAD OF NOVEL CORONAVIRUS DISEASE 2019**

Order No. HO-COVID19-26

DATE OF ORDER: AUGUST 26, 2020

Please read this Order carefully. Violation of or failure to comply with this Order is a misdemeanor punishable by fine, imprisonment, or both. (California Health and Safety Code § 120295.)

Summary of the Order

This Order of the County of Contra Costa Health Officer eases certain restrictions set forth in the Health Officer's June 16, 2020, Order (No. HO-COVID19-18), as amended by the Health Officer's July 11, 2020, Order (No. HO-COVID19-24), pertaining to Novel Coronavirus Disease 2019 ("COVID-19") (collectively, the "Prior Order"). In light of evidence of stabilization and even modest improvement in case rates and hospitalization rates for COVID-19 in the County of Contra Costa ("County") in the previous several weeks, and in conformance with a variance obtained from the State of California ("State") on June 9, 2020, which allows the County to move more quickly, and in accordance with State guidelines, as of the effective date set forth in Section 14, in addition to the businesses and activities authorized under the Prior Order, this Order allows businesses to operate and activities to resume in the following sectors defined by the State:

- Gyms and fitness centers (outdoors only, until the State authorizes indoor operations);
- Personal services that do not require touching a client's face, including nail care and massages (outdoors only, until the State authorizes indoor operations); and
- Hotels and short-term rentals for tourism and individual travel.



UNDER THE AUTHORITY OF CALIFORNIA HEALTH AND SAFETY CODE SECTIONS 101040 AND 120175, THE HEALTH OFFICER OF THE COUNTY OF CONTRA COSTA (“HEALTH OFFICER”) ORDERS:

1. **Past Orders.** This Order supersedes the Prior Order. Health Officer Order No. HO-COVID19-01 (the “Mass Gathering Order”) remains rescinded.
2. **Basis for Order.** This Order is issued based on evidence of ongoing community transmission of COVID-19 within the County; scientific evidence and best practices regarding the most effective approaches to slow the transmission of communicable diseases generally and COVID-19 specifically; evidence that the age, condition, and health of a significant portion of the population of the County places it at risk for serious health complications, including death, from COVID-19; and further evidence that others, including younger and otherwise healthy people, are also at risk for serious outcomes. Due to the COVID-19 pandemic, there is a public health emergency throughout the County. Making the problem worse, some individuals who contract the virus causing COVID-19 have no symptoms or have mild symptoms, which means they may not be aware they carry the virus and are transmitting it to others. Because even people without symptoms can transmit the infection, and because evidence shows the infection is easily spread, gatherings and other direct or indirect interpersonal interactions can result in preventable transmission of the virus. Gatherings bring people together, often for prolonged periods of time, which can create a high risk for COVID-19 spread. Due to the association of gatherings with outbreaks, both within the County and elsewhere in the State, it is necessary to continue to limit gatherings to limit the spread of COVID-19. However, due to evidence of stabilization and even modest improvement in case rates and hospitalization rates for COVID-19 in the County in the previous several weeks, this Order will allow certain additional moderate risk businesses to operate with mitigation.
3. **Intent.** The primary intent of this Order is to slow the spread of COVID-19 in the County and mitigate the impact on delivery of critical healthcare services. All provisions of this Order must be interpreted to effectuate this intent.
4. **Cases Within the County.** Efforts taken to date regarding this public health emergency have slowed the virus’ trajectory, but the emergency and the attendant risk to public health remain significant. As of August 25, 2020, a total of 13,123 confirmed cases of COVID-19 in the County have been reported (up from 34 on March 15, 2020, just before the first shelter-in-place order). The cumulative number of confirmed cases continues to increase. Evidence suggests that the restrictions on mobility and social distancing requirements imposed by the Prior Order (and the orders that preceded it) are slowing the rate of increase in community transmission and confirmed cases by limiting interactions among people, consistent with scientific evidence of the efficacy of similar measures in other parts of the country and world.
5. **COVID-19 Indicators.** The Health Officer monitors several key indicators (“COVID-19 Indicators”), which are among the many factors informing decisions whether to modify restrictions imposed to slow the spread of COVID-19. Progress or stability on all of these



COVID-19 Indicators – specifically related to case numbers, hospital utilization and capacity, supply of personal protective equipment, and contact tracing – makes it appropriate, at this time, to allow more businesses to operate. But the continued prevalence of the virus that causes COVID-19 requires large gatherings and some business functions to remain restricted, and other activities must remain subject to social distancing and other infection control practices identified by the Health Officer. Evaluation of the COVID-19 Indicators will be critical to determinations regarding whether the restrictions imposed by this Order will be further modified to ease or tighten the restrictions imposed by this Order. The Health Officer will continually review whether modifications to the Order are warranted based on (1) progress on the COVID-19 Indicators; (2) developments in epidemiological and diagnostic methods for tracing, diagnosing, treating, or testing for COVID-19; and (3) scientific understanding of the transmission dynamics and clinical impact of COVID-19. The COVID-19 Indicators include, but are not limited to, the following:

- a. The trend of the number of new COVID-19 cases and hospitalizations per day.
- b. The capacity of hospitals and the health system in the County and region, including acute care beds and Intensive Care Unit beds, to provide care for COVID-19 patients and other patients, including during a surge in COVID-19 cases.
- c. The supply of personal protective equipment (PPE) available for hospital staff and other healthcare providers and personnel who need PPE to safely respond to and treat COVID-19 patients.
- d. The ability and capacity to quickly and accurately test persons to determine whether they are COVID-19 positive, especially those in vulnerable populations or high-risk settings or occupations.
- e. The ability to conduct case investigation and contact tracing for the volume of cases and associated contacts that will continue to occur, isolating confirmed cases and quarantining persons who have had contact with confirmed cases.

6. Incorporation of Emergency Proclamations. This Order is issued in accordance with, and incorporates by reference, the March 4, 2020, Proclamation of a State of Emergency issued by Governor Gavin Newsom and the March 10, 2020, Proclamation by the Contra Costa County Board of Supervisors declaring the existence of a local emergency.

7. State Orders. This Order is also issued in light of the following orders (collectively “State Orders”):

- a. The March 19, 2020, Order of the State Public Health Officer (the “State Shelter Order”), which set baseline statewide restrictions on non-residential business activities, effective until further notice;



- b. The March 19, 2020, executive order issued by the Governor (N-33-20), directing California residents to heed then-current State public health directives;
- c. The May 4, 2020, executive order issued by the Governor (N-66-20), directing California residents to continue to obey State public health directives; and
- d. The May 7, 2020, Order of the State Public Health Officer, permitting businesses to reopen as designated by sector, but expressly acknowledging the authority of local health officers to establish and implement public health measures within their respective jurisdictions that are more restrictive than those implemented by the State Public Health Officer.
- e. The July 13, 2020, Order of the State Public Health Officer, ordering business closures and restrictions in specified sectors statewide along with restrictions affecting specified business sectors and activities in counties on a County Monitoring List.

In certain respects, this Order adopts more stringent restrictions addressing the particular facts and circumstances in this County, which are necessary to control the public health emergency as it is evolving within the County. Without this tailored set of restrictions that further reduces the number of interactions between persons, scientific evidence indicates that the public health crisis in the County will worsen to the point at which it may overtake available health care resources within the County and increase the death rate. Where this Order is more restrictive than a State public health order related to the COVID-19 pandemic, this Order controls. To the extent any federal guidelines allow activities that are not allowed by this Order, this Order controls and those activities are not allowed.

8. Restrictions on Activities of Individuals.

- a. Prohibition on Gatherings; Exceptions. Individuals may not participate in public or private gatherings of any size, except as otherwise set forth in this Order or other order of the Health Officer. For purposes of this Order, a gathering is defined as a meeting or other event that brings together persons from multiple households or living units at the same time for a shared or group experience in a single room, space, or place such as, by way of example and without limitation, an auditorium, stadium, arena, large conference room, meeting hall, or other indoor or outdoor space.
 - (1) This Order does not prohibit participation in any of the following:
 - (a) Outdoor religious services or outdoor cultural ceremonies that conform to attendance limitations set forth by the State; and
 - (b) Outdoor protests protected by the First Amendment that conform to attendance limitations set forth by the State. It is strongly recommended that individuals wear face coverings while participating in protests, even if they can maintain a 6



foot distance from persons not in their household. Face coverings are also strongly recommended while engaged in activities such as singing and chanting.

(2) Public and private gatherings of persons in a “Social Bubble,” as defined below, may take place if the gathering takes place outside and participants comply with all other requirements of this Order. The following definitions apply to this subsection:

(a) “Social Bubble” means a Stable Group of 12 that forms either a Household Support Unit, a Childcare Unit, or a Children’s Extracurricular Activity Unit, for the purpose of engaging in activities that are not prohibited under this Order.

(b) “Stable Group of 12” means a group of not more than 12 individuals over a three-week time period that is a Household Support Unit, a Childcare Unit, or a Children’s Extracurricular Activity Unit.

(c) “Household Support Unit” means a Stable Group of 12 that is formed for the purpose of engaging in the sort of support and activities that are typical of members of the same household (e.g., childcare, family recreation, etc.), regardless of whether they physically occupy the same dwelling. Each person may be part of only one Household Support Unit, and every resident of a single dwelling unit must be part of the same Household Support Unit, except that a child who resides in more than one dwelling unit as part of a court-ordered shared custody arrangement may be part of the Household Support Unit of each of the child’s custodians.

(d) “Childcare Unit” means a Stable Group of 12 (typically 10 children and 1-2 adults) that is formed for the purpose of childcare. Each person (adult or child) may be a part of only a single Childcare Unit, but children in the same household may be part of separate, age-appropriate Childcare Units.

(e) “Children’s Extracurricular Activity Unit” means a Stable Group of 12 (typically 10 children and 1-2 adults) that is formed for the purpose of organized recreation. Each person (adult or child) may be part of only one Children’s Extracurricular Activity Unit, but children in the same household may be part of separate, age-appropriate Extracurricular Activity Units.

(3) This Order does not prohibit normal interactions among individuals in the course of work or other activities not prohibited by this Order or the State Orders, to the extent the interactions are consistent with any applicable guidance or other directives issued by the State.

b. Use of Dog Parks. An individual must not enter a dog park if it is not possible at that time, within the park, to easily maintain at least 6 feet of separation from all other persons.



- c. Use of Picnic and Barbecue Areas. People may use picnic areas and barbecue areas subject to the following limitations:
- (1) Picnic areas and barbecue areas may be used only by households, living units or Social Bubbles.
 - (2) Each picnic table may be occupied by only one household, living unit or Social Bubble at a time.
 - (3) Each barbecue pit or grill may be used by only one household, living unit or Social Bubble at a time.
 - (4) Except as set forth below for Social Bubbles, each member of a household or living unit must maintain at least 6 feet of separation from all members of other households or living units in the area. For clarity, members of the same household or living unit do not need to be 6 feet apart from each other. Children age 12 years or younger within the same Social Bubble do not need to be 6 feet apart from each other, but members of Social Bubbles who are over 12 years of age must maintain at least 6 feet of separation from all members of other households or living units.

c. Social Distancing.

- (1) Requirement. Except as otherwise set forth in this Order, all individuals shall strictly comply with the social distancing requirements described below (“Social Distancing Requirements”).
- (2) Definition. “Social Distancing Requirements” means:
 - (a) Maintaining at least 6-foot social distancing from individuals who are not part of the same household or living unit;
 - (b) Frequently washing hands with soap and water for at least 20 seconds, or using hand sanitizer that is recognized by the Centers for Disease Control and Prevention (CDC) as effective in combatting COVID-19;
 - (c) Covering coughs and sneezes with a tissue or fabric or, if not possible, into the sleeve or elbow (but not into hands); and
 - (d) Avoiding all social interaction outside the household when sick with a fever, cough, or other COVID-19 symptoms.



(3) Exceptions.

(a) An individual is not required to strictly comply with Social Distancing Requirements in any of the following circumstances, provided that the individual complies with Social Distancing Requirements to the greatest extent feasible:

1. An individual who is providing care to others, including childcare, adult or senior care, care to individuals with special needs, and patient care.
2. An individual who is working at a business that is not prohibited from operating under Section 9 of this Order, unless the specific industry guidance for that business requires social distancing of workers.

(b) Children age 12 or younger who are members of the same Social Bubble are not required to strictly comply with Social Distancing Requirements while participating in gatherings of the Social Bubble authorized under subsection 8.a.(2) of this Order.

d. State Orders. Nothing in this Order shall be interpreted to authorize individuals to engage in activities that are not permitted under the State Orders.

9. Restrictions on Business Activities.

a. Definition. A “business” includes any for-profit, non-profit, or educational entity, whether a corporate entity, organization, partnership or sole proprietorship, and regardless of the nature of the service, the function it performs, or its corporate or entity structure.

b. Prohibitions. Except as set forth in this subsection or subsection 9.e. of this Order, the following business activities are not permitted, due to the moderate to high risk of COVID-19 virus transmission while engaged in these activities.

(1) Business activities in any of the following sectors:

- (a) Zoos, museums, galleries and aquariums (except for outdoor museums, open air galleries, botanical gardens and other outdoor exhibit spaces);
- (b) Movie theaters and family entertainment centers (except for drive-in theaters);
- (c) Personal care services that require touching a client’s face;
- (d) Mining and logging;
- (e) Music, film and television production;



- (f) Cardrooms and racetracks; and
 - (g) Professional sports without live audiences.
- (2) Business activities that are not permitted by the State while the County is subject to restrictions applicable to counties on the State’s County Monitoring List for the requisite period of time. Information about the County Monitoring List can be found at <https://covid19.ca.gov/roadmap-counties/>. As of the date of this Order, these activities include:
- (a) Indoor operations at any of the following:
 1. Gyms and fitness centers;
 2. Places of worship and cultural ceremonies;
 3. Offices for non-critical infrastructure sectors;
 4. Personal care service businesses (including nail salons and massage parlors);
 5. Hair salons and barbershops; and
 6. Indoor shopping malls.
 - (b) Tattooing, piercing and electrolysis services.
- (3) Business activities that are not permitted by the State statewide. As of the date of this Order, these include:
- (a) Bars, pubs, brewpubs and breweries (indoor and outdoor operations, unless an exception applies); and
 - (b) Indoor operations at any of the following:
 1. Dine-in restaurants;
 2. Wineries and tasting rooms;
 3. Family entertainment centers and movie theaters;
 4. Zoos and museums; and
 5. Cardrooms.



(4) Business activities in any sector for which the State has not issued COVID-19 industry guidance before the date of this Order.

c. Limitations.

(1) State Guidance. Business activities other than those described in subsection 9.b. are permitted only if they conform to applicable COVID-19 industry guidance. Guidance documents may be found at <https://covid19.ca.gov/industry-guidance/>.

(2) Special Conditions. Businesses in the following sectors must also comply with the following special conditions, as applicable, to mitigate the risks of transmission of the COVID-19 virus:

(a) Retail Stores Open for Curbside/Outside Pickup. If a retail store is open for curbside/outside pickup, the store may operate subject to all of the following:

1. If the store is not open for indoor shopping, it may not display merchandise for sale on tables or otherwise outside the store, and customers may not enter the store.
2. The store must have access to an area or areas outside the store for customer pickups. Subject to local requirements, a pickup area may be curbside, on a sidewalk, in a parking lot, or in any other area that is suitable for customer pickups and not in an enclosed space.
3. The store must employ reasonable measures to prevent pedestrian or vehicle congestion in the vicinity of the pickup area.

(b) Indoor Shopping Malls. Prior to opening, the operator of an indoor shopping mall must prepare and obtain the Health Officer's approval of a COVID-19 prevention plan. The plan must address and describe with particularity how the facility will implement the preventive measures described in the guidance document. The plan must be submitted to the Health Officer at the Office of the Director of Contra Costa Health Services, 1220 Morello Avenue, Suite 200, Martinez, CA 94553.

(c) Manufacturing. Manufacturing businesses must limit the number of workers in enclosed areas so that Personnel can comply with Social Distancing Requirements.

(d) Logistics and Warehousing Facilities. Logistics and warehousing facilities must limit the number of workers in enclosed areas so that workers can comply with Social Distancing Requirements.



(e) Providers of Religious Services and Cultural Ceremonies.

1. It is strongly recommended that individuals wear face coverings while participating in religious services and cultural ceremonies, even if they can maintain a 6 foot distance from persons not in their household. Face coverings are also strongly recommended while engaged in activities such as singing and chanting.
2. Because in-person events, including in-person religious services and cultural ceremonies, can involve extended periods of close contact, increasing the risk of transmission of COVID-19, it is recommended that event organizers consider maintaining contact information of attendees at services or ceremonies and that this information be kept by the event's organizer for at least 14 days after the event. The purpose of this recommendation is to assist Contra Costa Health Services with effective contact tracing in case of an outbreak that may have affected people attending the event.

(f) Campgrounds, Recreational Vehicle Parks and Outdoor Recreation Facilities.

Outdoor pools are subject to the following conditions:

1. The maximum occupancy of the pool must be limited to a number that is less than or equal to the number of square feet of shared pool space divided by 75.
2. The pool operator must post a sign at or near the entrance to the pool facility that sets forth the maximum allowable occupancy of the pool based on the above limitation.
3. At least one person, separate from a lifeguard, paid or unpaid, shall be on duty at all times to ensure that the social distancing protocol applicable to the facility and all limitations herein are followed. The person performing this function may not be one of the swimmers in the pool.

(g) Restaurants and Other Food Facilities:

1. Alcohol may be sold to patrons in conjunction with a meal, but it may not be sold separately. For purposes of this Order, a "meal" means food that is prepared and served to a person at a customary, regular time for eating during the day, such as lunch or dinner. Snack fare, whether reheated or served cold, does not constitute a meal.
2. Bar areas must remain closed to customers.
3. Customers may remove face coverings to eat or drink while seated at a table outdoors. However, customers must wear face coverings in all of the following circumstances:



- While waiting in line;
- While going to or from their table;
- When ordering their meals or otherwise interacting with employees;
- While seated at a table and waiting for food, drinks or checks to arrive;
- After meals and beverages have been consumed;
- While inside a facility to use a restroom or to order or pick up food from a quick-service operation; and
- At other times that a facility requires face coverings to be worn.

d. Social Distancing Protocol.

(1) Requirement. As a condition of continued or resumed operations, business operators must prepare or update, post, implement, and distribute to workers a Social Distancing Protocol for each of their facilities in the County frequented by workers or members of the public. Except as set forth in subsection 9.d.(3) of this Order, the Social Distancing Protocol must be substantially in the form attached to this Order as Appendix A, incorporated into this Order by reference. The Social Distancing Protocol must be updated to address new requirements in accordance with guidance or directives issued by the Health Officer from time to time. The Social Distancing Protocol must be posted at or near the entrance of the relevant facility, and shall be easily viewable by the public and personnel. A copy of the Social Distancing Protocol must also be provided to each person performing work at the facility. All businesses subject to this paragraph shall provide evidence of implementation of the Social Distancing Protocol to any authority enforcing this Order upon demand.

(2) Required Contents. The Social Distancing Protocol must explain how the business is achieving the following, as applicable:

- (a) Limiting the number of people who can enter into the facility at any one time to ensure that people in the facility can easily maintain a minimum 6-foot distance from one another at all times, except as required to complete an activity of the business;
- (b) Requiring face coverings to be worn by all persons entering the facility, other than those exempted from face covering requirements (e.g. young children);
- (c) Where lines may form at a facility, marking 6-foot increments at a minimum, establishing where individuals should stand to maintain adequate social distancing;



- (d) Providing hand sanitizer, soap and water, or effective disinfectant at or near the entrance of the facility and in other appropriate areas for use by the public and personnel, and in locations where there is high-frequency employee interaction with members of the public (e.g. cashiers);
 - (e) Providing for contactless payment systems or, if not feasible to do so, the providing for disinfecting all payment portals, pens, and styluses after each use;
 - (f) Regularly disinfecting other high-touch surfaces;
 - (g) Posting a sign at the entrance of the facility informing all personnel and customers that they should: Avoid entering the facility if they have any COVID-19 symptoms; maintain a minimum six-foot distance from one another; sneeze and cough into one's elbow; and not shake hands or engage in any unnecessary physical contact; and
 - (h) Any additional social distancing measures being implemented (see the CDC guidance at: <https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>).
- (3) Exception for Construction Activities. The Social Distancing Protocol does not apply to construction activities. Businesses engaged in construction activities shall comply with Construction Project Safety Protocols set forth in Appendix B-1 or Appendix B-2, whichever is applicable.
- e. Minimum Basic Operations. Nothing in this Order prohibits any business from engaging in the following minimum basic operations:
- (1) The minimum necessary activities to maintain and protect the value of the business's inventory and facilities; ensure security, safety, and sanitation; process payroll and employee benefits; provide for the delivery of existing inventory directly to residences or businesses; and related functions. For clarity, this subsection does not permit businesses to provide curbside pickup to customers.
 - (2) The minimum necessary activities to facilitate workers being able to continue to work remotely from their residences, and to ensure that the business can deliver its service remotely.

10. Categorical Exemptions. All emergency services personnel, including but not limited to first responders, emergency management personnel, emergency dispatchers, and law enforcement personnel, and all court personnel, are categorically exempt from this Order to the extent they are performing position-related tasks.

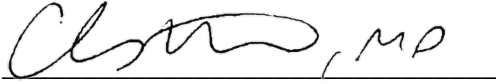


- 11. Essential Governmental Functions.** Nothing in this Order shall prohibit any individual from performing or accessing “Essential Governmental Functions,” as determined by the governmental entity performing those functions. Each governmental entity in the County shall identify and designate appropriate personnel, volunteers, or contractors to continue providing and carrying out any Essential Governmental Functions, including the hiring or retention of new personnel or contractors to perform such functions. Each governmental entity in the County and its contractors must employ all necessary emergency protective measures to prevent, mitigate, respond to, and recover from the COVID-19 pandemic, and all Essential Governmental Functions shall be carried out in compliance with Social Distancing Requirements and the face covering requirements set forth in Health Officer Order No. HO-COVID19-22 to the greatest extent feasible.
- 12. Homeless Persons.** Government agencies and other entities operating shelters and other facilities that house or provide meals or other necessities of life for individuals experiencing homelessness must take appropriate steps to help ensure compliance with Social Distancing Requirements, including adequate provision of hand sanitizer. Individuals experiencing homelessness who are unsheltered and living in encampments should, to the maximum extent feasible, abide by 12 foot by 12 foot distancing for the placement of tents, and government agencies should provide restroom and hand washing facilities for individuals in such encampments as set forth in the CDC’s Interim Guidance Responding to Coronavirus 2019 (COVID-19) Among People Experiencing Unsheltered Homelessness (<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/unsheltered-homelessness.html>).
- 13. Enforcement.** Pursuant to Government Code sections 26602 and 41601 and Health and Safety Code section 101029, the Health Officer requests that the Sheriff and all chiefs of police in the County ensure compliance with and enforce this Order. The violation of any provision of this Order constitutes an imminent threat and menace to public health, constitutes a public nuisance, and is punishable by fine, imprisonment, or both.
- 14. Effective Date and Time.** This Order shall become effective at 6 a.m. on August 28, 2020, and will continue to be in effect until it is extended, rescinded, superseded, or amended in writing by the Health Officer.
- 15. Copies; Contact Information.** Copies of this Order shall promptly be: (1) made available at the Office of the Director of Contra Costa Health Services, 1220 Morello Avenue, Suite 200, Martinez, CA 94553; (2) posted on the Contra Costa Health Services website (<https://www.cchealth.org>); and (3) provided to any member of the public requesting a copy of this Order. Questions or comments regarding this Order may be directed to Contra Costa Health Services at (844) 729-8410.



16. Severability. If any provision of this Order or its application to any person or circumstance is held to be invalid, the remainder of the Order, including the application of such part or provision to other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

IT IS SO ORDERED:



Dated: August 26, 2020

Chris Farnitano, M.D.
Health Officer of the County of Contra Costa

Attachments:

- Appendix A – Social Distancing Protocol
- Appendix B-1 – Small Construction Project Safety Protocol
- Appendix B-2 – Large Construction Project Safety Protocol



Appendix A: Social Distancing Protocol (Updated June 16, 2020)

Business name:

Facility Address:

Approximate gross square footage of space open to the public:

Businesses must implement all applicable measures listed below, and be prepared to explain why any measure that is not implemented is inapplicable to the business.

Signage:

Signage at each public entrance of the facility to inform all employees and customers that they should: avoid entering the facility if they have COVID-19 symptoms; maintain a minimum six-foot distance from one another; sneeze and cough into a cloth or tissue or, if not available, into one's elbow; wear face coverings, as appropriate; and not shake hands or engage in any unnecessary physical contact.

Signage posting a copy of the Social Distancing Protocol at each public entrance to the facility.

Measures To Protect Employee Health (check all that apply to the facility):

Everyone who can carry out their work duties from home has been directed to do so.

All employees have been told not to come to work if sick.

Symptom checks are being conducted before employees may enter the work space.

Employees are required to wear face coverings, as appropriate.

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

Break rooms, bathrooms, and other common areas are being disinfected frequently, on the following schedule:

Break rooms:

Bathrooms:

Other ():

Disinfectant and related supplies are available to all employees at the following location(s):

Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):

Soap and water are available to all employees at the following location(s):

Copies of this Protocol have been distributed to all employees.

Optional—Describe other measures:



Appendix A: Social Distancing Protocol (Updated June 16, 2020)

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

- Limit the number of customers in the store at any one time to _____, which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.
- Post an employee at the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.
- Placing per-person limits on goods that are selling out quickly to reduce crowds and lines. Explain:
- Optional—Describe other measures:

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

- Placing signs outside the store reminding people to be at least six feet apart, including when in line.
- Placing tape or other markings at least six feet apart in customer line areas inside the store and on 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.
- All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.
- Optional—Describe other measures:

Measures To Prevent Unnecessary Contact (check all that apply to the facility):

- Preventing people from self-serving any items that are food-related.
- Lids for cups and food-bar type items are provided by staff; not to customers to grab.
- Bulk-item food bins are not available for customer self-service use.
- Not permitting customers to bring their own bags, mugs, or other reusable items from home that must be handled by employees. Customers bringing their own reusable items that do not require handling by employees is permissible.
- Providing for contactless payment systems or, if not feasible, sanitizing payment systems regularly. Describe:
- Optional—Describe other measures (e.g. providing senior-only hours):



Appendix A: Social Distancing Protocol (Updated June 16, 2020)

Measures To Increase Sanitization (check all that apply to the facility):

- Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets.
- Employee(s) assigned to disinfect carts and baskets regularly.
- Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else where people have direct interactions.
- Disinfecting all payment portals, pens, and styluses after each use.
- Disinfecting all high-contact surfaces frequently.
- Optional—Describe other measures:

* Any additional measures not included here should be listed on separate pages and attached to this document.

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

Name:

Phone number:



Appendix B-1: Small Construction Project Safety Protocol

1. Any construction project meeting any of the following specifications is subject to this Small Construction Project Safety Protocol (“SCP Protocol”), including public works projects unless otherwise specified by the Health Officer:
 - a. For residential construction projects, any single-family, multi-family, senior, student, or other residential construction, renovation, or remodel project consisting of 10 units or less. This SCP Protocol does not apply to construction projects where a person is performing construction on their current residence either alone or solely with members of their own household.
 - b. For non-residential construction projects, any construction, renovation, or tenant improvement project that (1) consists of 20,000 square feet of building floor area or less and (2) requires fewer than 12 workers at the jobsite at any one time.
 - c. For mixed-use construction projects, any project that includes a residential construction component that meets the specifications in subsection 1.a. and a non-residential construction component that meets the specifications in subsection 1.b.
2. The general contractor or other contractor(s) responsible for construction work in projects subject to this SCP Protocol shall comply with the following restrictions and requirements:
 - a. Comply with all applicable and current laws and regulations including but not limited to OSHA and Cal-OSHA. If there is any conflict, difference, or discrepancy between or among applicable laws and regulations and/or this SCP Protocol, the stricter standard shall apply.
 - b. Designate a site-specific COVID-19 supervisor or supervisors to enforce this guidance. A designated COVID-19 supervisor must be present at the job site at all times during construction activities. A COVID-19 supervisor may be an on-site worker who is designated to serve in this role.
 - c. The COVID-19 supervisor must review this SCP Protocol with all workers and visitors to the construction site.
 - d. Establish a daily screening protocol for arriving staff to ensure that potentially infected staff do not enter the construction site. If workers leave the jobsite and return the same day, establish a cleaning and decontamination protocol prior to entry and exit of the jobsite. Post the daily screening protocol at all entrances and exits to the jobsite. More information on screening can be found online at: <https://www.cdc.gov/coronavirus/2019-ncov/community/index.html>.
 - e. Practice social distancing by maintaining a minimum six-foot distance between workers at all times, except as strictly necessary to carry out a task associated with the construction project.



Appendix B-1: Small Construction Project Safety Protocol

- f. Where construction work occurs within an occupied residential unit, separate work areas must be sealed off from the remainder of the unit with physical barriers such as plastic sheeting or closed doors sealed with tape to the extent feasible. If possible, workers must access the work area from an alternative entry/exit door to the entry/exit door used by residents. Available windows and exhaust fans must be used to ventilate the work area. If residents have access to the work area between workdays, the work area must be cleaned and sanitized at the beginning and at the end of workdays. Every effort must be taken to minimize contact between workers and residents, including maintaining a minimum of six feet of social distancing at all times.
- g. Where construction work occurs within common areas of an occupied building in use by on-site employees or residents, separate work areas must be sealed off from the rest of the common areas with physical barriers such as plastic sheeting or closed doors sealed with tape to the extent feasible. If possible, workers must access the work area from an alternative building entry/exit door to the building entry/exit door used by residents or other users of the building. Every effort must be taken to minimize contact between worker and building residents and users, including maintaining a minimum of six feet of social distancing at all times.
- h. Prohibit gatherings of any size on the jobsite, including gatherings for breaks or eating, except for meetings regarding compliance with this protocol or as strictly necessary to carry out a task associated with the construction project.
- i. Cal-OSHA requires employers to provide water, which should be provided in single-serve containers. Sharing of any of any food or beverage is strictly prohibited and if sharing is observed, the worker must be sent home for the day.
- j. Provide personal protective equipment (PPE) specifically for use in construction, including gloves, goggles, face shields, and face coverings as appropriate for the activity being performed. At no time may a contractor secure or use medical-grade PPE unless required due to the medical nature of a jobsite. Face coverings must be worn in compliance with Health Officer Order No. HO-COVID19-22 or any subsequently issued or amended face covering order.
- k. Strictly control “choke points” and “high-risk areas” where workers are unable to maintain six-foot social distancing and prohibit or limit use to ensure that six-foot distance can easily be maintained between individuals.
- l. Minimize interactions and maintain social distancing with all site visitors, including delivery workers, design professional and other project consultants, government agency representatives, including building and fire inspectors, and residents at residential construction sites.
- m. Stagger trades as necessary to reduce density and allow for easy maintenance of minimum six-foot separation.



Appendix B-1: Small Construction Project Safety Protocol

- n. Discourage workers from using others' desks, work tools, and equipment. If more than one worker uses these items, the items must be cleaned and disinfected with disinfectants that are effective against COVID-19 in between use by each new worker. Prohibit sharing of PPE.
- o. If hand washing facilities are not available at the jobsite, place portable wash stations or hand sanitizers that are effective against COVID-19 at entrances to the jobsite and in multiple locations dispersed throughout the jobsite as warranted.
- p. Clean and sanitize any hand washing facilities, portable wash stations, jobsite restroom areas, or other enclosed spaces daily with disinfectants that are effective against COVID-19. Frequently clean and disinfect all high touch areas, including entry and exit areas, high traffic areas, rest rooms, hand washing areas, high touch surfaces, tools, and equipment
- q. Maintain a daily attendance log of all workers and visitors that includes contact information, including name, phone number, address, and email.
- r. Post a notice in an area visible to all workers and visitors instructing workers and visitors to do the following:
 - i. Do not touch your face with unwashed hands or with gloves.
 - ii. Frequently wash your hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol.
 - iii. Clean and disinfect frequently touched objects and surfaces such as work stations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons, and doorknobs.
 - iv. Cover your mouth and nose when coughing or sneezing, or cough or sneeze into the crook of your arm at your elbow/sleeve.
 - v. Do not enter the jobsite if you have a fever, cough, or other COVID-19 symptoms. If you feel sick, or have been exposed to anyone who is sick, stay at home.
 - vi. Constantly observe your work distances in relation to other staff. Maintain the recommended minimum six feet at all times when not wearing the necessary PPE for working in close proximity to another person.
 - vii. Do not carpool to and from the jobsite with anyone except members of your own household unit, or as necessary for workers who have no alternative means of transportation.
 - viii. Do not share phones or PPE.

(Updated July 11, 2020)



Appendix B-2: Large Construction Project Safety Protocol

1. Any construction project meeting any of the following specifications is subject to this Large Construction Project Safety Protocol (“LCP Protocol”), including public works projects unless otherwise specified by the Health Officer:
 - a. For residential construction projects, any single-family, multi-family, senior, student, or other residential construction, renovation, or remodel project consisting of more than 10 units.
 - b. For non-residential commercial construction projects, any construction, renovation, or tenant improvement project that (1) consists of more than 20,000 square feet of building floor area or (2) requires 12 or more workers at the jobsite at any one time.
 - c. For mixed use construction projects, any project that includes a residential construction component that meets the specifications of subsection 1.a. or a non-residential construction component that meets the specifications of subsection 1.b.

2. The general contractor or other contractor(s) responsible for construction work in projects subject to this LCP Protocol shall comply with the following restrictions and requirements:
 - a. Comply with all applicable and current laws and regulations including but not limited to OSHA and Cal-OSHA. If there is any conflict, difference or discrepancy between or among applicable laws and regulations and/or this LCP Protocol, the stricter standard will apply.
 - b. Prepare a new or updated Site-Specific Health and Safety Plan to address COVID-19-related issues, post the Plan at the job site at all entrances and exits, and produce a copy of the Plan to County governmental authorities upon request. The Plan must be translated as necessary to ensure that all non-English speaking workers are able to understand the Plan.
 - c. Provide personal protective equipment (PPE) specifically for use in construction, including gloves, goggles, face shields, and face coverings as appropriate for the activity being performed. At no time may a contractor secure or use medical-grade PPE, unless required due to the medical nature of a job site. Face coverings must be worn in compliance with Health Officer Order No. HO-COVID19-22 or any subsequently issued or amended face covering order.
 - d. Ensure that employees are trained in the use of PPE. Maintain and make available a log of all PPE training provided to employees and monitor all employees to ensure proper use of the PPE.
 - e. Prohibit sharing of PPE.



Appendix B-2: Large Construction Project Safety Protocol

- f. Implement social distancing requirements including, at minimum:
- i. Stagger stop- and start-times for shift schedules to reduce the quantity of workers at the jobsite at any one time to the extent feasible.
 - ii. Stagger trade-specific work to minimize the quantity of workers at the jobsite at any one time.
 - iii. Require social distancing by maintaining a minimum six-foot distance between workers at all times, except as strictly necessary to carry out a task associated with the project.
 - iv. Prohibit gatherings of any size on the jobsite, except for safety meetings or as strictly necessary to carry out a task associated with the project.
 - v. Strictly control “choke points” and “high-risk areas” where workers are unable to maintain minimum six-foot social distancing and prohibit or limit use to ensure that minimum six-foot distancing can easily be maintained between workers.
 - vi. Minimize interactions and maintain social distancing with all site visitors, including delivery workers, design professional and other project consultants, government agency representatives, including building and fire inspectors, and residents at residential construction sites.
 - vii. Prohibit workers from using others’ phones or desks. Any work tools or equipment that must be used by more than one worker must be cleaned with disinfectants that are effective against COVID-19 before use by a new worker.
 - viii. Place wash stations or hand sanitizers that are effective against COVID-19 at entrances to the jobsite and in multiple locations dispersed throughout the jobsite as warranted.
 - ix. Maintain a daily attendance log of all workers and visitors that includes contact information, including name, address, phone number, and email.
 - x. Post a notice in an area visible to all workers and visitors instructing workers and visitors to do the following:
 1. Do not touch your face with unwashed hands or with gloves.
 2. Frequently wash your hands with soap and water for at least 20 seconds or use hand sanitizer with at least 60% alcohol.
 3. Clean and disinfect frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, machines, shared tools, elevator control buttons, and doorknobs.
 4. Cover your mouth and nose when coughing or sneezing or cough or sneeze into the crook of your arm at your elbow/sleeve.
 5. Do not enter the jobsite if you have a fever, cough, or other COVID-19 symptoms. If you feel sick, or have been exposed to anyone who is sick, stay at home.
 6. Constantly observe your work distances in relation to other staff. Maintain the recommended minimum six-foot distancing at all times when not wearing the necessary PPE for working in close proximity to another person.
 7. Do not share phones or PPE.



Appendix B-2: Large Construction Project Safety Protocol

- xi. The notice in section 2.f.x must be translated as necessary to ensure that all non-English speaking workers are able to understand the notice.

- g. Implement cleaning and sanitization practices in accordance with the following:
 - i. Frequently clean and sanitize, in accordance with CDC guidelines, all high-traffic and high-touch areas including, at a minimum: meeting areas, jobsite lunch and break areas, entrances and exits to the jobsite, jobsite trailers, hand-washing areas, tools, equipment, jobsite restroom areas, stairs, elevators, and lifts.
 - ii. Establish a cleaning and decontamination protocol prior to entry and exit of the jobsite and post the protocol at entrances and exits of jobsite.
 - iii. Supply all personnel performing cleaning and sanitization with proper PPE to prevent them from contracting COVID-19. Employees must not share PPE.
 - iv. Establish adequate time in the workday to allow for proper cleaning and decontamination including prior to starting at or leaving the jobsite for the day.

- h. Implement a COVID-19 community spread reduction plan as part of the Site-Specific Health and Safety Plan that includes, at minimum, the following restrictions and requirements:
 - i. Prohibit all carpooling to and from the jobsite except by workers living within the same household unit, or as necessary for workers who have no alternative means of transportation.
 - ii. Cal-OSHA requires employers to provide water, which should be provided in single-serve containers. Prohibit any sharing of any food or beverage and if sharing is observed, the worker must be sent home for the day.
 - iii. Prohibit use of microwaves, water coolers, and other similar shared equipment.

- i. Assign a COVID-19 Safety Compliance Officer (SCO) to the jobsite and ensure the SCO's name is posted on the Site-Specific Health and Safety Plan. The SCO must:
 - i. Ensure implementation of all recommended safety and sanitation requirements regarding the COVID-19 virus at the jobsite.
 - ii. Compile daily written verification that each jobsite is compliant with the components of this LCP Protocol. Each written verification form must be copied, stored, and made immediately available upon request by any County official.
 - iii. Establish a daily screening protocol for arriving staff, to ensure that potentially infected staff do not enter the construction site. If workers leave the jobsite and return the same day, establish a cleaning and decontamination protocol prior to entry and exit of the jobsite. Post the daily screening protocol at all entrances and exit to the jobsite. More information on screening can be found online at: <https://www.cdc.gov/coronavirus/2019-ncov/community/index.html>.
 - iv. Conduct daily briefings in person or by teleconference that must cover the following topics:
 - 1. New jobsite rules and pre-job site travel restrictions for the prevention of COVID-19 community spread.
 - 2. Review of sanitation and hygiene procedures.
 - 3. Solicitation of worker feedback on improving safety and sanitation.
 - 4. Coordination of construction site daily cleaning/sanitation requirements.



Appendix B-2: Large Construction Project Safety Protocol

5. Conveying updated information regarding COVID-19.
 6. Emergency protocols in the event of an exposure or suspected exposure to COVID-19.
 - v. Develop and ensure implementation of a remediation plan to address any non-compliance with this LCP Protocol and post remediation plan at entrance and exit of jobsite during remediation period. The remediation plan must be translated as necessary to ensure that all non-English speaking workers are able to understand the document.
 - vi. The SCO must not permit any construction activity to continue without bringing such activity into compliance with these requirements.
 - vii. Report repeated non-compliance with this LCP Protocol to the appropriate jobsite supervisors and a designated County official.
- j. In the event of a confirmed case of COVID-19 at any jobsite, the following must take place:
- i. Immediately remove the infected individual from the jobsite with directions to seek medical care.
 - ii. Each location the infected worker was at must be decontaminated and sanitized. Work in these locations must cease until decontamination and sanitization is complete.
 - iii. The County Public Health Department must be notified immediately and any additional requirements per the County health officials must be completed, including full compliance with any tracing efforts by the County.
- k. Where construction work occurs within an occupied residential unit, any separate work area must be sealed off from the remainder of the unit with physical barriers such as plastic sheeting or closed doors sealed with tape to the extent feasible. If possible, workers must access the work area from an alternative entry/exit door to the entry/exit door used by residents. Available windows and exhaust fans must be used to ventilate the work area. If residents have access to the work area between workdays, the work area must be cleaned and sanitized at the beginning and at the end of workdays. Every effort must be taken to minimize contact between workers and residents, including maintaining a minimum of six feet of social distancing at all times.
- l. Where construction work occurs within common areas of an occupied building in use by on-site employees or residents, any separate work area must be sealed off from the rest of the common areas with physical barriers such as plastic sheeting or closed doors sealed with tape to the extent feasible. If possible, workers must access the work area from an alternative building entry/exit door to the building entry/exit door used by residents or other users of the building. Every effort must be taken to minimize contact between worker and building residents and users, including maintaining a minimum of six feet of social distancing at all times.

(Updated July 11, 2020)

