

Retail

Safety Procedures for Reopening COVID19

OSHA considers most retail operations to be of low risk of exposure.

This does not excuse retail operations from executing best practices in terms of protecting employees and customers from the spread of disease.

Employee Protection:

- If sick-stay home or you will be sent home if any symptoms of illness are noticed.
- Masks are required until no longer recommended.
- Cough and sneeze into your elbow or a tissue. Immediately throw the tissue away.
- Wash your hands thoroughly at least every half-hour. Especially after handling cash and/or coughing and sneezing. Use hand sanitizer if it is not possible to wash hands.
- Wear gloves when possible-especially when handling cash.
- Credit cards are handled by customers only (inserting in processing machine).
- Clean & Disinfect work surfaces. Customer service counters, door knobs, other high-touch surfaces should be wiped down frequently. Work area surfaces such as receiving, cash registers, mail out are to be wiped down with alcohol or bleach wipes immediately after completion of tasks.
- Maintain social distance of 6 ft from other employees as much as possible. Scheduling will reflect the minimum number of employees necessary will be working any given shift to ensure best distancing practices and allow for cleaning and sanitizing.

Customer Protection:

- Follow Employee Protection guidelines.
- Maintain distance as much as possible (up to 6 ft) from customers.
- Point out 6 ft spacing markings on floor (when necessary) to customers.
- We will continue to offer in-store and curbside pick-up of phone and web orders to help minimize then number of customers shopping in the store
- Special shopping hours for vulnerable populations.
- Signs will be posted at entryway advising customers of safety practices.
- Employees are to exercise extra vigilance in terms of customer movement, directing customers to additional check-out stations as necessary to help avoid cueing lines as much as possible.