



Guidance for Gas Stations and Convenience Stores Reopening during COVID-19 Pandemic

Manage Employee Health –

- Take temperatures and monitor symptoms of employees prior to starting to work.
- If an employee becomes sick at work, send them home and clean and disinfect workspace.
- Notify other employees of possible exposure to illness.
- Encourage employees to wear a mask or face covering.
- Practice social distancing from other people whenever possible.
- Assure employees are routinely washing their hands for at least 20 seconds after each customer.
- Remind employees to not touch their eyes, nose and mouth.
- If an employee coughs or sneezes encourage them to use a tissue, dispose of the tissue and wash hands immediately for at least 20 seconds.

Manage Operations –

- Wash, rinse, and sanitize food contact services every 15 minutes to 1 hour.
- Clean and sanitize countertops and touch pay pads after every customer.
- Clean and sanitize door handles and self-serve drink machines every hour.
- Clean and sanitize bathrooms every hour.
- Discontinue self-service food that require customers to use utensils or dispensers. Convert these areas to areas staff are preparing and serving food for the customer.
- Designate spacing for people waiting in line for check out – recommendation is 6 feet.
- Increase spacing isles to allow for social distancing between customers while selecting items to buy.
- Monitor the number of customers in the facility. Limit customers to 10 or less to assure spacing of at least 6 feet between customers.
- Assure adequate supply of soap and water are available for customers to wash hands before and after visit to the facility.
- Monitor health of customers and if showing visible symptoms of illness clean and sanitize areas where customer visited.
- Have designated pick up zones for pick-up of prepared food items to assist with social distancing.