



Guidance for Retail Establishments 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.
- 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 –

- Mark areas on floors designating six foot spacing for customers to wait while checking out and for when shopping in the store.
- Ask customers to limit family members shopping with them to help decrease crowd size in facilities.
- Clean and sanitize countertops and pay pads between each customer.
- Clean and sanitize door handles and restrooms once every hour.
- If clothing items are available for sale, after a customer tries on clothing, allow clothing to hang for 4 hours before returning to rack for another customer to try on.