



**APPENDIX C**  
**BUSINESS, NON-PROFIT ORGANIZATION, GOVERNMENT OFFICE, AND PLACE OF ASSEMBLY**  
**COVID-19 REQUIREMENTS**

**1. CAPACITY**

- a. Facilities must limit customers, clients, and visitors inside the facility to the degree necessary to allow 6-foot physical distancing between non-associated customers, visitors, clients, and employees.
- b. Facilities must have mechanisms in place to restrict customer entry when the number of customers reaches the capacity limit determined in (a).

**2. PHYSICAL DISTANCING**

- a. Facilities must require and manage physical distancing between unassociated customers or visitors.
- b. To the degree possible, staff should work and take breaks at least 6 feet away from other staff.

**3. VISIBLE CUES**

- a. Facilities must use visible cues to alert customers and visitors of the distancing requirements and to show the required 6-foot separation.

**4. SYMPTOMATIC INDIVIDUALS**

- a. Employers must take steps to ensure that employees and volunteers know the symptoms of COVID-19.
- b. Employees and volunteers with COVID-19 symptoms (even mild symptoms) are prohibited from being present in the facility.

**5. EVENTS AND GATHERINGS**

- a. An event or gathering taking place in or outside a facility must meet the requirements in the Health Board rule and Appendix A.

**6. CLEANING AND SANITIZING**

- a. Facilities must clean and sanitize commonly touched surfaces throughout the day.
- b. Facilities should follow CDC sanitation protocols, which can be found at:  
<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

**7. FACE COVERINGS**

- a. Facilities are required to ensure customers, clients, patrons, staff, volunteers, and others wear face coverings as required by Section 4 “Mandatory Use of Face Coverings” of the Health Board rule.