



Mitigation Measures Business Checklist

1. Minimizing In-Person Interactions:

Evidence has shown that creating physical distancing decreases the spread of COVID-19. As a mitigation measure, please certify that your company has taken the following steps:

- Encourages employees to work remotely to promote social distancing in the workplace, when feasible.
- Re-engineered/restructured operations to provide for six feet distancing.
- Where work cannot be done remotely, physical contact is limited by six feet between employees at/within the work site.
- When feasible, products and services are offered online.
- When products or services cannot be offered online, physical contact is limited between employees and customers.
- The number of people allowed in the business at a given time has been limited.

2. Daily Monitoring of Employee Health Requirements:

We understand that business wants to provide a safe environment for staff and patrons. For ease of use, the County of Sonoma has developed an App called SoCo COVID-19 that employees and employers can utilize to check symptoms and verify that employees are in good health and eligible to report to work. As a mitigation measure, please certify that your company has taken the following steps:

- Employees' temperature is verified to be below 100.00 degrees Fahrenheit.
- Appropriate face coverings are used by all employees and staff, and is verified upon entry to the workplace.
- Employees are required to conduct self-assessments using the SoCo COVID-19 application or approved alternative method.
- Implementation of personal protective equipment such as gloves, masks and other protective measures deemed appropriate for the nature of the business operations.

3. Health and Safety Guidelines:

As a mitigation measure, please certify that your company has taken the following steps:

- Communicates and educates employees and management to carry out COVID-19 mitigation plans and protocols.
- Makes available to all employees hand sanitizer and other sanitation products for the frequent cleaning of employee and customer work spaces.
- Wipes down doors, handles, and surfaces on a very frequent basis and between customers.
- Provides training to employees on COVID-19 mitigation measures for customer-facing activities (e.g., cleaning and sanitizing standards, etc.).