Guidelines for Wine Tasting Room Operations
In Response to the COVID-19 Coronavirus

Oregon Health Authority Metrics and Permitted Activity Process,
OR-OSHA Temporary Rule for COVID-19 Workplace Risks, and
Wine Tasting Room Guidelines Checklist

Wine Industry Task Force
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Introduction

In response to the COVID-19 pandemic Oregon's wine tasting rooms were closed by the Governor's Executive Order in March of 2020. The majority of wine tasting rooms were subsequently authorized to reopen under Oregon Health Authority (OHA) Phase I and Phase II Guidance in May and June respectively.

In mid-November 2020 OR-OSHA implemented a Temporary Rule for COVID-19 Workplace Risks. That rulemaking established requirements/regulations for business operations and personal safety.

In early December 2020 the Governor's Office and OHA implemented a county-by-county approach to permitting levels of business activity based on "metric-based" risk levels assigned to each county. OHA provides General Guidance and Sector Guidance for business operations and personal safety in response to COVID-19

The Oregon Department of Agriculture (ODA) works with OHA and Local Public Health Authorities (LPHA) to regulate food safety protocols in rural areas. Although ODA has not issued any new requirements in response to COVID-19, its existing Food Safety Program continues to focus on 'Preventive Controls for Human Food.'

The Oregon Wine Industry Task Force has developed this document to:
- Summarize OHA Metrics, Permitted Activity, and Operating Guidelines,
- Outline the OR-OSHA Temporary Rule Requirements,
- Provide a checklist for Wine Tasting Room Operations, and
- Provide web-browser links to COVID-19 information and resources.

This document supersedes the Tasting Guidelines dated July 6th 2020.

This document was prepared based on information made available by the Oregon Governor's office, OHA, and OR-OSHA as of the date set forth above. This document is intended to be a resource for developing operational rules and procedures. It is not intended to replace legal or health authority advice. It is strongly recommended that you consult with your advisors and regularly check for updates from the sources relied on herein, and other appropriate sources, to remain current regarding this matter. Periodic review of these guidelines will be performed, but may not always be up to date with the most current information made available by state, local and other authorities.

OHA County-by-County Permitted Activities

The OHA and the Governor's Office is currently utilizing a county-by-county approach to authorize permitted activities in response to the risk of spreading the coronavirus.

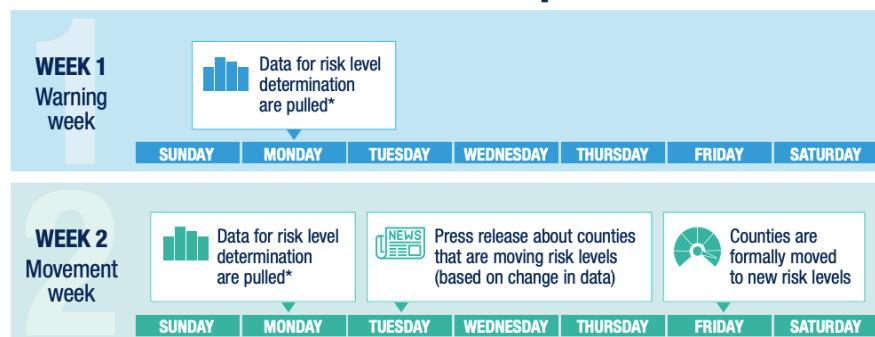Disease Spread, Risk Levels, and Risk Metrics
The prevalence of disease spread and associated risk level for each Oregon county is established by OHA and the Governor's Office based on two metrics: i) positive and presumptive cases per 100,000 people and ii) percent of positive COVID-19 tests.

Disease Spread	Risk Level	Cases per 100k	Positive Tests
Minimal	Low	< 50	< 5%
Moderate	Moderate	50 - 100	5% - 8%
Substantial	High	100 - 200	8% - 10%
Wide	Extreme	> 200	> 10%

Assignment of County Risk Levels
A risk level for each county is established and announced every-other Tuesday based on two-weeks of data - Sunday thru Saturday. Every week metric data is "pulled" and published on the OHA webpage tableau-public. In Week One – Warning Week - risk metrics for the two preceding weeks is intended to provide preliminary guidance for businesses. In Week Two – Movement Week – risk metrics for the two preceding weeks will establish the Risk Level for each county for a subsequent two-week period. County Risk Levels will be announced on Tuesday of Movement Week and become effective on the following Friday. An Oregon.gov webpage lists County Risk Levels.

2 week risk level period

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
WEEK 1 Warning week		Data for risk level determination are pulled*					
WEEK 2 Movement week		Data for risk level determination are pulled*	Press release about counties that are moving risk levels (based on change in data)			Counties are formally moved to new risk levels	

* Data is from the prior two week period through Saturday

Permitted Activities
An OHA webpage provides guidance for Permitted Sector Level Activity for each risk level. Wine tasting rooms are included with Eating and Drinking Establishments.

OHA Guidelines for Eating and Drinking Establishments
OHA webpages provides Guidance for Eating and Drinking Establishments and Responses to Frequently Asked Questions.

OR-OSHA Temporary Rule for COVID-19 Workplace Risks *(Note: this is an outline and does not include all information. Refer to OAR 437-001-0744 for all requirements.)*

General Provisions
• Know COVID-19 symptoms and process of infection transmission
• Know how to minimize COVID-19 transmissions with primary safeguards:
  o Good personal hygiene – hand hygiene and respiratory hygiene,
  o Physical distancing,
  o Source control with proper face coverings, and
  o Regular cleaning and sanitization
• Complete Exposure Risk Assessment, Infection Control Plan and employee training.

Temporary Rule Requirements Effective 11/16/20 thru 5/4/21
   a) Employers must eliminate the need for any employee to be within 6' of another individual, unless this is not feasible for certain activities.
   b) Employers must ensure that all individuals at the workplace wear a mask, face covering, or face shield in accordance with OHA's Guidance. Masks are highly recommended. The employer must provide these at no cost to the worker. When employees are transported, all occupants must wear masks/face coverings.
   c) Employers must clean or sanitize all common areas, shared equipment, and high-touch surfaces (and provide supplies).
      o At least once every 24hrs if workplace is occupied < 12hrs a day
      o At least every 8hrs while in use if occupied > 12hrs a day
      o Any areas and equipment used by a person infected with COVID-19
   d) The OR-OSHA "COVID-19 Hazards Poster" must be posted in a conspicuous manner and provided electronically to remote employees.
   e) No later than November 23, 2020, employers who operate or otherwise control a building must take the following steps:
      A. Ensure that the sanitization requirements of § 3(c) above are met, and
      B. Post "Mask Required" signs where face coverings are required.
   f) Ventilation requirements: No later than January 6, 2021, employers must optimize the amount of outside air circulated through its HVAC systems.
      This does not require the installation of new ventilation equipment.
      A. Ensure all air filters are maintained, and
      B. Ensure all outside air intake ports are cleaned and maintained.
   g) No later than December 28, 2020, employers must conduct a COVID-19 Exposure Risk Assessment that includes employee participation.
   h) No later than December 28, 2020, employers must establish and implement an Infection Control Plan based on risks in the Exposure Risk Assessment.
   i) No later than December 28, 2020, employers must provide workers with information and training regarding ten specific requirements.
   j) Employers must implement a process to notify employees that have been exposed or affected by the COVID-19 coronavirus.
   k) Employers must cooperate with LPHA diagnostic testing.
   l) Employers must establish a process for isolating positive COVID-19 employees.
   m) In addition to the above, Tasting Rooms must comply with Appendix A-1.

Wine Tasting Room Guidelines - COVID-19 Checklist

Organizational and Administrative Requirements

- ❏ Complete OR-OSHA Temporary Rule Forms: i) Exposure Risk Assessment and ii) Infection Control Plan
- ❏ Provide OR-OSHA required training: Physical Distancing, Face Coverings, Cleaning & Sanitization, COVID Symptoms, Modes of Transmission, Asymptomatic Transmission, Symptom Reporting, Infection Notification, Medical Removal Requirements, and Safe & Healthy Work Practices
- ❏ Develop and communicate a sick leave policy based on FFCRA guidelines
- ❏ Inventory masks, gloves, sanitizing gel, wipes, tissues, and EPA-registered disinfectants
- ❏ Follow OHA Permitted Activities in accordance with the County Risk Levels

Physical Distancing and Occupancy Protocols

- ❏ Establish physical distancing protocols and occupancy, i.e., 6' between permitted groups
- ❏ Modify wine tasting areas to accommodate physical distancing: e.g., 6' markings on floor, remove bar stools, consider expanding outdoor seating area, mitigate traffic bottlenecks, install plexiglas barriers.
- ❏ Establish reception, ordering, and check-out areas that accommodate physical distancing
- ❏ Post signs: COVID Hazards Poster, Face Coverings Required, Maximum Occupancy, Physical Distancing, Space for Households, COVID Symptoms, and Personal Protection
- ❏ Ensure availability of employee/customer hand washing facilities, install hand sanitizers (>60% alcohol)
- ❏ Require employees and customers to wear face coverings
- ❏ Reinforce: avoid "close contact" during customer interactions - avoid < 6' distance for extended periods
- ❏ Reinforce: wash hands after cleaning and disinfecting customer seating areas
- ❏ Reinforce: avoid using other employees POS, phones, and work tools
- ❏ Reinforce: sanitary practices for handling of food, e.g., wear gloves

Operational Measures

- ❏ Consider implementing "by appointment only" service and a reservation system
- ❏ Consider new sales and service strategies, e.g., pre-pour "flights," carafe "flights," promote glass pours
- ❏ Post COVID-19 operational information on the business website
- ❏ Assign a designated person to manage customer flow and monitor physical distancing
- ❏ Establish procedures to accommodate no pre-set table with tableware (napkins, utensils, glassware)
- ❏ Limit number of staff who serve individual parties.
- ❏ Eliminate self-services items, e.g., water jugs and condiments - salt, pepper, ketchup
- ❏ Consider using single-use menus or posted menus. Consider providing disposable spit cups.

Cleaning and Sanitization Guidelines

- ❏ Implement procedures to clean and disinfect contact surfaces between each customer/group including all items that customers touch, e.g., menus, bottles, carafes, glasses
- ❏ Develop a schedule and checklist to routinely clean/disinfect all work areas
- ❏ For Events, assign sanitization attendant(s) to clean/disinfect hourly – high touch surfaces and bathrooms
- ❏ Establish a sanitary process for polishing glasses.

Personnel Illness Management Guidelines

- ❏ Implement a "stay home" policy for employees that are sick or have COVID symptoms
- ❏ Establish a confidential process for employees to report personal illness or contact w/ COVID
- ❏ Implement a process to notify employees who have been exposed or affected by COVID
- ❏ Establish a process for managing employees with potential COVID exposure or infection
- ❏ Establish guidelines for an employee to return to work after COVID isolation

COVID-19 Information and Resource Documents – Web-browser links

OHA Oregon County Risk Level Map
https://coronavirus.oregon.gov/Pages/living-with-covid-19.aspx

OHA County-by-County Risk Tableau
https://public.tableau.com/profile/oregon.health.authority.covid.19#!/vizhome/OregonCountiesCOVID-19RiskLevelsSummaryTable/SummaryTable

OHA Permitted Sector Activity at Various Risk Levels (2/4/21)
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le3461.pdf

OHA Guidance for Eating and Drinking Establishments (1/29/21)
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2351b.pdf

OHA Frequently Asked Questions for Eating and Drinking Establishments (2/3/21)
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2342i.pdf

OHA General Guidance for Employers and Organizations (1/29/21)
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2342C.pdf

OHA Guidance for Mask, Face Covering, and Face Shields (2/10/21)
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2288K.pdf

OHA Frequently Ask Questions Regarding Masks and Face Covering (2/10/21)
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2390e.pdf

OHA Guidance for Outdoor Entertainment Establishments
https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2351d.pdf

OR-OSHA Temporary Rule Addressing Workplace Risk
https://osha.oregon.gov/OSHARules/div1/437-001-0744.pdf

OR-OSHA Exposure Risk Assessment Form
https://osha.oregon.gov/OSHAPubs/pubform/exposure-risk-assessment-form.pdf

OR-OSHA Infection Control Plan Form
https://osha.oregon.gov/OSHAPubs/pubform/infection-control-plan.pdf

OR-OSHA COVID-19 Training Requirements
https://osha.oregon.gov/edu/courses/Pages/COVID-19-training-requirements.aspx