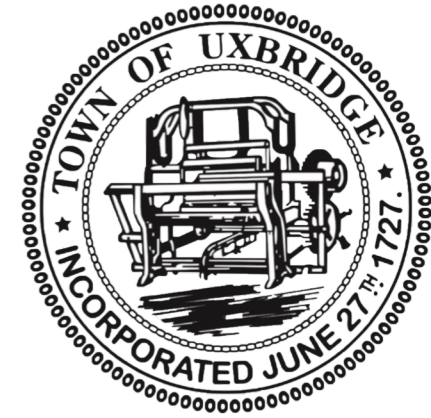


REOPENING MASSACHUSETTS

Guidance for Uxbridge Businesses



Commonwealth of Massachusetts
Town of Uxbridge



May 21, 2020

Presented by Dr. Kristin Black, Health Director

OUTLINE OF THIS PRESENTATION

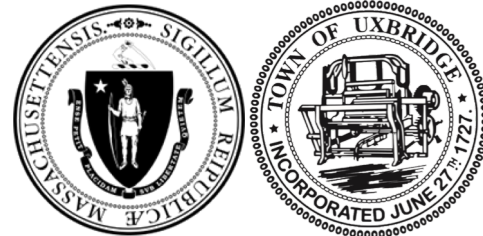
- Brief Review of Reopening Massachusetts Comprehensive Plan
- Mandatory Workplace Safety Standards
- Sector-Specific Protocol and Best Practices
- Questions



REOPENING MASSACHUSETTS

The Baker-Polito Administration's comprehensive plan to safely reopen the Massachusetts economy, get people back to work, and ease social restrictions while minimizing the health impacts of COVID-19.

<https://www.mass.gov/info-details/reopening-massachusetts>



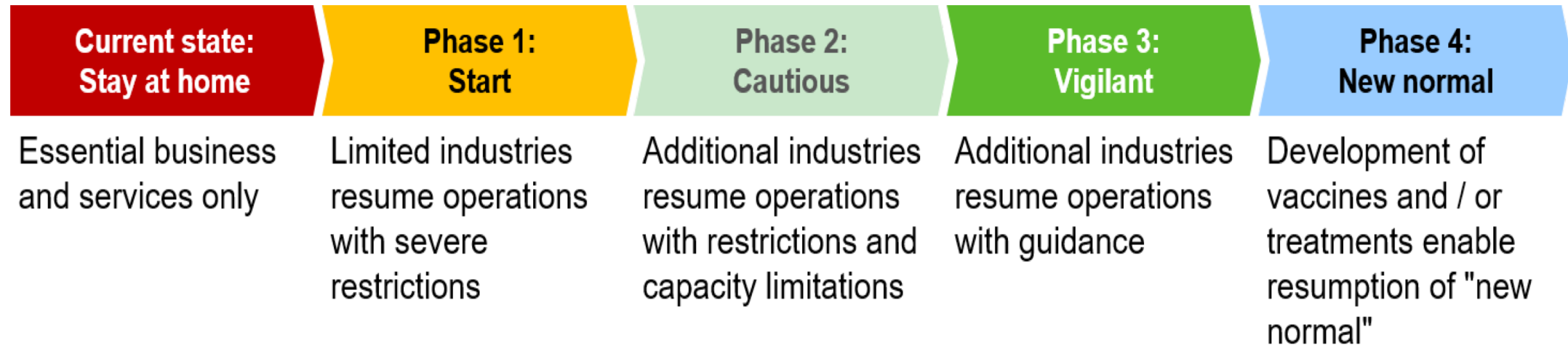
May 21, 2020

SUMMARY OF PHASED REOPENING PLAN

- The goal of this phased reopening plan is to methodically allow businesses, services, and activities to resume, while avoiding a resurgence of COVID-19 that could overwhelm our healthcare system and erase the progress we've made so far.
- **Each phase will last a minimum of three weeks and could last longer** before moving to the next phase.
- If **public health data trends** are negative, specific industries, regions, and/or the entire Commonwealth may need to return to an earlier phase
- If we all work together to defeat COVID-19, we can proceed through each phase



OVERVIEW OF FOUR PHASE APPROACH



For a complete list of businesses and reopening dates/phases visit
<https://www.mass.gov/info-details/reopening-massachusetts>



PUBLIC HEALTH DATA

The Phased Reopening will be driven by Public Health Data

Below is the status as of **May 18, 2020**:

Indicator	Status
1 COVID-19 positive test rate	
2 Number of individuals who died from COVID-19	
3 Number of patients with COVID-19 in hospitals	
4 Healthcare system readiness	
5 Testing capacity	
6 Contact tracing capabilities	

Legend

-  Positive trend
-  In progress
-  Negative trend

REOPENING & FIGHTING COVID-19



Social guidance

General social guidance

Guidance all individuals must follow to reduce the risk of new COVID-19 transmission:

- Cover your face
- Wash your hands
- Socially distance
- Be vigilant for symptoms
- Stay home if you feel sick



Business guidance

Mandatory Workplace Safety Standards

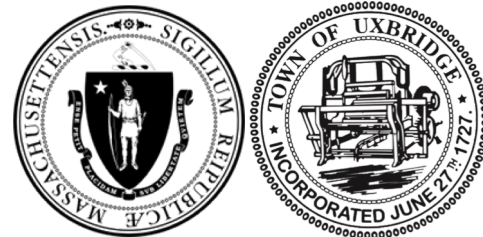
New standards for all workplaces that are designed to reduce the risk of new COVID-19 transmission to employees and customers

Sector-Specific Protocols and best practices

Additional safety standards and recommended best practices to reduce the risk of new COVID-19 transmission in specific industries (e.g. restaurants, construction, etc.)



MANDATORY WORKPLACE SAFETY STANDARDS



May 21, 2020

MANDATORY WORKPLACE SAFETY STANDARDS

- These new Mandatory Workplace Safety Standards will apply universally to all workplaces that are open in **Phase 1**, and are designed to reduce the risk of COVID-19 transmission to employees and customers during the first phase of reopening, and are applicable to all sectors and industries.
- No exemptions.
- These safety standards will be supplemented by **sector-specific safety protocols** and recommended best practices, which will provide further details and limited exceptions.



PLANS, PROTOCOLS & TRAINING

The Uxbridge Board of Health recommends that all referenced plans, protocols and trainings are available in writing.

- [COVID-19 Control Plan](#) (Required – See Template)
- Hygiene Protocols
- Social Distancing Protocols
- Training for employees regarding the social distancing and hygiene protocols
- Plan for employees getting ill from COVID-19 at work, and a return-to-work plan
- Cleaning (and disinfecting) Protocol that include what to do if an active employees is diagnosed with COVID-19.



REQUIREMENTS

- All businesses in the state of MA must develop a written **COVID-19 Control Plan** (see [COVID-19 Control Plan Template](#)) outlining how its workplace will comply with the mandatory safety standards for operation in the COVID-19 reopening period. This **plan** must be retained on premises and provided in the event of an inspection.
- Businesses must self-certify that it will operate in compliance with all applicable and mandatory workplace safety standards. See [Compliance Attestation Poster](#).
- Businesses must produce this self-certification, if requested, by the local board of health, DLS or DPH. Failure or refusal to produce the self-certification upon request is grounds for enforcement action.



ENFORCEMENT

- Workplace safety standards are enforced jointly by the local boards of health and Department of Labor Standards (DLS), whichever entity is called in first by a person filing a complaint. DLS and each municipal authority shall uniformly and jointly apply any enforceable COVID-19 workplace safety rule.
- Compliance with the mandatory rules outlined above is enforceable by the local board of health and the Department of Labor Standards (DLS) through the issuance of civil fines of up to \$300 per violation.



4 KEY ELEMENTS OF WORKPLACE SAFETY STANDARDS

- Workers are wearing face coverings and we've put social distancing measures in place
- We provide hand washing capabilities and we are regularly sanitizing high-touch areas
- Our staff has received **training** regarding social distancing and hygiene protocols
- We have established thorough cleaning and disinfecting protocols



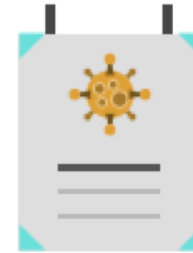
SOCIAL DISTANCING



Remain at least six feet apart from others to the greatest extent possible, both inside and outside workplaces



Follow established protocols to ensure social distancing



Review signage for safe social distancing



Use a face covering or mask at all times

FACE COVERINGS — WHEN ARE THEY REQUIRED?

- Per [Governor's Order](#), any person who is in a place open to the public in the Commonwealth, **when unable to maintain a distance of approximately six feet from every other person**, shall cover their mouth and nose with a mask or cloth face-covering.
- Masks are required at all times when:
 - Inside or waiting in line outside of grocery stores, pharmacies, and other retail stores
 - Providing or using public transportation
- Masks should be worn in all waiting areas and customer service areas where it is likely close contact may occur.



FACE COVERINGS

- The use of a mask does **not replace** important social distancing measures. All individuals must continue to maintain more than 6 feet of distance from other people; wash hands regularly with soap and water for at least 20 seconds; and stay home when sick.
- Exceptions include children under the age of 2 and those unable to wear a mask or face covering due to a medical condition.



Use a face covering
or mask at all times



FACE COVERINGS

- Must cover nose AND mouth
- Fit securely and comfortably against the side of the face
- Allow for breathing without restriction
- When putting on and taking off a mask, do not touch the front of it, you should only handle the ties or ear straps, and make sure you wash the cloth mask regularly. Wash your hands or use hand sanitizer after touching the mask.
- **Do not use health care worker masks, such as the N95 masks - those should be preserved for healthcare workers**



SOCIAL DISTANCING

- All persons, including employees, customers, and vendors should remain at least six feet apart to the greatest extent possible, both inside and outside workplaces
- Establish **protocols** to ensure that employees can practice adequate social distancing
- Provide **signage** for safe social distancing



EXAMPLES OF SOCIAL DISTANCING PROTOCOLS (1)

- Reduce Occupancy – See [Sector-Specific Guidance](#)
- Station employee near the facility entrance to ensure the maximum number of customers is not exceeded and all persons are wearing face coverings.
- Place tape or markings at least six feet apart where people form lines or where people may come in contact. Place signs in these areas directing customers to use the markings to maintain distance and to wear masks.
- Close waiting rooms/public seating areas - ask visitors to call/text upon arrival
- Close break rooms or limit occupancy. Prevent people from self-serving from shared containers in breakrooms.



EXAMPLES OF SOCIAL DISTANCING PROTOCOLS (2)

- Minimize exposure between cashiers and customers through social distancing or use of barriers where social distancing cannot be maintained.
- Increase remote (online and telephone) purchasing, delivery, and curbside pickup service options.
- Instruct staff to maintain at least six feet of distance from customers and from each other, except staff may momentarily come closer when necessary to accept payment, deliver goods or services, or perform a job duty.
- Stagger personnel breaks, in compliance with wage and hour regulations, to maintain adequate social distancing.



EXAMPLES OF SOCIAL DISTANCING PROTOCOLS (3)

- Minimize any in-person meetings and adjust those that are necessary to ensure adequate social distancing.
- All desks or individual workstations are separated by at least six feet.
- Provide contactless payment systems if possible.
- All employees to work remotely when feasible.
- Optional—Other measures such as providing senior-only hours



SOCIAL DISTANCING SIGNAGE



Remain at least six feet apart
from others to the greatest
extent possible, both inside
and outside workplaces

HYGIENE PROTOCOLS



Ensure there are hand washing capabilities throughout the workplace



Wash your hands frequently and properly



Provide regular sanitization of high touch areas, such as workstations, equipment, screens, doorknobs, restrooms, etc.

REGULAR SANITIZATION

- Provide **regular sanitization** of high touch areas, such as workstations, equipment, screens, doorknobs, restrooms throughout work site
- Identify high touch areas in your workplace
- Regularly **sanitize** high touch areas using [EPA approved disinfectants](#) in accordance with manufacturer's directions.



STAFFING AND OPERATIONS



Attend work trainings regarding the social distancing and hygiene protocols



Do not report to work if you are displaying COVID-19-like symptoms



Comply with plan for employees getting ill from COVID-19 at work, and return-to-work plan

STAFFING AND OPERATIONS

- Provide **training** for employees regarding the social distancing and hygiene **protocols**
- Employees who are displaying COVID19-like symptoms do not report to work
- Establish a **plan** for employees getting ill from Covid-19 at work, and a return-to-work **plan**



CLEANING AND DISINFECTING



Comply and maintain cleaning protocols specific to the business



Ensure that cleaning and disinfecting is performed when an active employee is diagnosed with COVID-19



Disinfect all common surfaces must take place at intervals appropriate to said workplace

CLEANING AND DISINFECTING

- See [CDC guidance on Cleaning and Disinfecting your Facility](#)
- See [Sector-Specific Guidance](#)
- You must have **protocols** for cleaning and disinfecting that include what to do if an active employee is diagnosed with COVID-19.
- Identify high-touch surfaces in workplace and frequency for disinfecting these surfaces (minimum once/day).
- Clean shared spaces (e.g., conference rooms) between use and supply cleaning products (e.g., sanitizer, disinfecting wipes)
- Identify who will do cleaning/disinfecting. Consider procedures if absences of cleaning staff.
- Consider cleaning logs that include date, time, product used, and scope of cleaning.

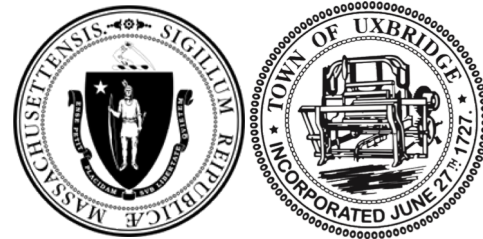


IMPORTANT LINKS

- [COVID-19 Control Plan Template](#): This template satisfies the written control **plan** requirement for self-certification.
- [Compliance Attestation Poster](#): All customer facing businesses are required to print, sign, and post this attestation poster in an area within the business premises that is visible to workers and visitors
- [Employer Poster](#), [Worker Poster](#): Posters that businesses can print and display within the business premises to describe the rules for maintaining social distancing, hygiene **protocols**, and cleaning and disinfecting.
- [Find Supply Vendors](#): Purchasing Hygienic or Protective Supplies for the Workplace. These resources are provided to help inform employers and employees about supplies needed to return to workplaces, and connect businesses with manufacturers and distributors. In order to operate in Reopening Phase 1 and all future phases, certain supplies are required.



SECTOR-SPECIFIC PROTOCOLS & BEST PRACTICES



May 21, 2020

SECTOR-SPECIFIC PROTOCOLS AND BEST PRACTICES

This [list](#) is being updated daily. As of May 21, the following are posted:

Construction	Manufacturing
Office Spaces	Laboratories
Hair Salons & Barbershops	Car Washes
Pet Grooming	Places of Worship
Outdoor Recreation	Health & Human Services



QUESTIONS

You may submit questions using the “Chat” feature in Zoom during the presentation.

Questions not answered during this presentation can be emailed to boh@uxbridge-ma.gov.

Contact information:

- Kristin Black, Health Director,
kblack@uxbridge-ma.gov
- Michael Gallerani, Economic Development & Community Planning
mgallerani@uxbridge-ma.gov

