



GUIDELINES FOR ALL BUSINESS SECTORS

PHYSICAL DISTANCING BEST PRACTICES:

- ✓ Establish policies and practices for maintaining appropriate physical distance between persons who are not Family members as defined in Fourth Amended Executive Order 72. Maintain at least ten feet of distance for establishments where exercise activities, singing, or cheering is performed, and at least six feet of distance for all other settings. (See sector-specific guidelines below for more detailed information on public engagement.)
- ✓ Provide clear communication and signage for physical distancing in areas where individuals may congregate, especially at entrances, in seating areas, and in check-out lines.
- ✓ Limit the occupancy of physical spaces to ensure that adequate physical distancing may be maintained. (See sector-specific guidelines for more detailed information.)
- ✓ Encourage telework whenever possible.
- ✓ For those businesses where telework is not feasible, temporarily move or stagger workstations to ensure six feet of separation between co-workers and between members of the public.
- ✓ Limit in-person work-related gatherings and trainings.
- ✓ When in-person meetings need to occur, keep meetings as short as possible, limit the number of employees in attendance, and use physical distancing practices.

ENHANCED CLEANING AND DISINFECTION BEST PRACTICES:

- ✓ Practice routine cleaning and disinfection. Surfaces frequently touched by multiple people, such as door handles, desks, phones, light switches, and faucets, should be cleaned and disinfected at least daily. More frequent cleaning and disinfection may be required based on level of use. Follow [CDC Reopening Guidance for Cleaning and Disinfection](#) and use an [EPA-approved disinfectant](#) to clean.
- ✓ To the extent tools or equipment must be shared, provide access to and instruct workers to use an [EPA-approved disinfectant](#) to clean items.
- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.
- ✓ Provide best hygiene practices to employees on a regular basis, including practicing respiratory etiquette protocols.

ENHANCED WORKPLACE SAFETY BEST PRACTICES:

- ✓ Prior to a shift and on days employees are scheduled to work, employers should screen employees prior to starting work. Employees should also self-monitor their symptoms by self-taking of temperature to check for fever and utilizing the questions provided in the [VDH Interim Guidance for COVID-19 Daily Screening of Employees](#) before reporting to work. For employers with established occupational health programs, employers can consider measuring temperature and assessing symptoms of employees prior to starting work/before each shift. CDC considers a person to have a fever when they have a measured temperature of 100.4° F (38° C) or greater, feels warm to the touch, or gives a history of feeling feverish.
- ✓ Implement practices such as those described in [VDH Interim Guidance for COVID-19 Daily Screening of Employees](#) for examples of a screening questionnaire. A sample symptom monitoring log is available in this Interim Guidance.

- ✓ Instruct employees who are sick to stay at home and not report to work. If an employee becomes ill or presents signs of illness, follow [CDC What to Do if You Are Sick guidance](#). Employers should post signage in the common languages of the employees telling employees not to come to work when sick.
- ✓ Individuals must wear masks over their nose and mouth in accordance with section II of Fourth Amended Executive Order 72.
- ✓ Develop or adopt flexible sick leave policies to ensure that sick employees do not report to work. Policies should allow employees to stay home if they are sick with COVID-19, if they have a positive diagnostic test for the virus that causes COVID-19, if they need to self-quarantine due to exposure, and if they need to care for a sick family member. Employers should recommend that employees follow [CDC guidance on If You Are Sick or Caring For Someone](#).
- ✓ Some employees are at [higher risk for severe illness](#) from COVID-19. These vulnerable employees include individuals over age 65 and those with underlying medical conditions. Vulnerable employees should be encouraged to self-identify and employers should take particular care to reduce their risk of exposure, while making sure to be compliant with relevant Americans with Disabilities Act (ADA) and Age Discrimination in Employment Act (ADEA) regulations.
 1. Consider offering vulnerable employees duties that minimize their contact with customers and other employees (e.g., restocking shelves rather than working as a cashier), if agreed to by the employee.
 2. Protect employees at [higher risk for severe illness](#) by supporting and encouraging options to telework.
 3. If implementing health checks, conduct them safely and respectfully, and in accordance with any applicable privacy laws and regulations. Confidentiality should be respected.
 4. Other information on civil rights protections for workers related to COVID-19 is available [here](#).
- ✓ Designate a staff person to be responsible for responding to COVID-19 concerns. Employees should know who this person is and how to contact them.

- ✓ Implement staggered shifts for both work periods and break periods. Consider cohort scheduling where groups of employees only work with employees in their group.
- ✓ Limit the number of employees in break rooms and stagger breaks to discourage gatherings.
- ✓ Use messaging boards or digital messaging for pre-shift meeting information.
- ✓ If the building has not been occupied for the last seven days, there are additional public health considerations that should be considered, such as taking measures to ensure the [safety of your building water system](#). However, it is not necessary to clean ventilation systems other than routine maintenance as part of reducing the risk of coronavirus transmission.
- ✓ Establish a relationship with your local health department and know who to contact for questions.

For healthcare facilities, additional guidance is provided on [CDC's Guidelines for Environmental Infection Control in Health-Care Facilities](#).

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

[FDA information](#)

[What Grocery Store and Food Retail Workers Need to Know about COVID-19](#)

[CDC Re-Opening America Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools, and Homes](#)

[CDC What You Need to Know About Handwashing VIDEO](#)

GUIDELINES FOR SOCIAL GATHERINGS

BEST PRACTICES:

In addition to the best practices in the “Guidelines for All Business Sectors” document, social gatherings should consider the following best practices:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, if they have a positive diagnostic test for the virus that causes COVID-19, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment.
- ✓ Post signage at the entrance of all indoor areas stating that patrons must wear a mask in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high-risk individuals](#), and staying home if sick (samples at bottom of this document).
- ✓ Social gatherings should be limited to no more than 50 participants for gatherings held indoors. Social gatherings held outdoors should be limited to no more than 100 participants.
- ✓ Individuals must wear masks over their nose and mouth in accordance with Section II of Fourth Amended Executive Order 72.
- ✓ Limit the occupancy of spaces to ensure that six feet of physical distance can be maintained between all organizers, staff, volunteers, and attendees who are not of the same Family members as defined in Fourth Amended Executive Order 72.
- ✓ Reconfigure seating areas to allow six feet of physical distance between individuals by eliminating or closing select tables or seating areas, or by spreading them out to allow for adequate spacing. Maintain ten feet of physical distance when attendees will be participating in activities that increase respiration, including exercising, swimming, cheering, or singing.
- ✓ Ensure exits are configured to reduce the occurrence of bottlenecks at the conclusion of the event.

- ✓ Practice routine cleaning and disinfection of high contact areas and hard surfaces, including check out stations and payment pads, store entrance push and pull pads, door knobs and handles, dining tables and chairs, light switches, handrails, restrooms, guest lockers, floors, and equipment. Follow [CDC Reopening Guidance for Cleaning and Disinfection](#) and use an [EPA-approved disinfectant](#) to clean. For high contact areas (e.g., in both public and staff areas), routinely disinfect surfaces. Certain surfaces and objects in public spaces, such as point of sale keypads, should be cleaned and disinfected before each use.
- ✓ Social gatherings should not include close contact between gathering organizers, staff, and attendees not from the same Family as defined in Fourth Amended Executive Order 72. Discontinue activities such as face-painting, temporary tattoo application, or audience participation with performers.
- ✓ Events that cannot restrict access to the general public should not take place.
- ✓ Where applicable, organizers must create a participant flow plan of modified queue lines to and within the mass gathering. Determine areas likely to become bottlenecks or pinch points and adjust participant flow accordingly.
- ✓ Where applicable, install visible markers for queue lines that separate people by six feet of physical distance. Provide physical guides to seating areas including floor decals, colored tape, or signs to indicate where attendees should not sit, stand, or congregate. Sample markers are available in the VDH Business Toolkit.
- ✓ Do not include side events as part of the gathering in order to reduce the areas in which groups will congregate. These are events associated with but located outside of the formal gathering location, such as souvenir vending stations, gaming areas, petting zoos, and designated food truck areas.
- ✓ Designate a coordinator who will be responsible for identifying COVID-19 related issues and their impact on the gathering, including coordinating health preparedness for the event and emergency response planning.
- ✓ Develop an emergency and medical response plan for COVID-19. This plan should include information about how attendees should interface with the local healthcare system (who to speak with or call if they feel sick) and procedures for isolating sick attendees and reporting illnesses to event organizers. The response plan must also include a plan for organizers to notify the local health department and all participants if any exposure to COVID-19 occurs at the event.

- ✓ Develop a mitigation plan for COVID-19, to include how all requirements listed here will be met, and how guidelines and requirements will be enforced at the gathering.
- ✓ Consider limiting the duration of the gathering, especially for indoor gatherings and gatherings involving activities that would increase respiration (e.g., cheering, singing).
- ✓ Consider delaying gatherings where the target demographic is persons in high-risk populations.
- ✓ Use technology solutions where possible to reduce person-to-person interaction, including contactless payment and ticket scanning.
- ✓ Install physical barriers, such as sneeze guards and partitions, at staffed kiosks.
- ✓ All bathrooms, hand-washing stations, and portable toilets should be placed in a convenient location for use by attendees but away from congregate areas and arranged in a configuration that maintains at least six feet of physical distance.
- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.
- ✓ Where applicable, provide best hygiene practices to employees on a regular basis, including practicing respiratory etiquette protocols.
- ✓ Close off areas used by a sick person and do not use them until after cleaning and disinfection. Wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children.
- ✓ Attendees should leave as quickly as possible following the event in order to limit contact and exposure to themselves and other attendees.

- ✓ Establish relationships with key community partners and stakeholders, such as the local health department, community leaders, hospitals, and law enforcement. Collaborate and coordinate with them on broader planning efforts for the gathering.
- ✓ Identify actions to take if the event needs to be postponed or cancelled.
- ✓ Private events may be held at venues provided they can comply with these guidelines.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[CDC Symptoms Spanish](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

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RESTAURANT AND BEVERAGE SERVICES

SCOPE: Restaurants, dining establishments, food courts, breweries, cideries, mobile units (food trucks), distilleries, wineries, social clubs serving food or beverage, and tasting rooms.

Establishments must either implement the following mandatory requirements or close.

MANDATORY REQUIREMENTS:

Businesses must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. Virginia Department of Health and Virginia Department of Agriculture and Consumer Services regulated facilities must continue to follow requirements related to prohibiting sick employees in the workplace, strict handwashing practices, and procedures and practices to clean and sanitize surfaces.

Businesses should continue to offer takeout and delivery options. If businesses choose to open to dine-in customers, they may do so in indoor and outdoor spaces and must adhere to the following additional requirements for service:

- ✓ No alcoholic beverage shall be sold, consumed, or possessed on premises between the hours of 12:00 midnight and 5:00 a.m. in any restaurant, dining establishment, food court, brewery, microbrewery, distillery, winery, or tasting room. Alcoholic beverages may continue to be sold via delivery or take-out between the hours of 12:00 midnight and 5:00 a.m. as permitted by existing regulations promulgated by the Virginia Alcoholic Beverage Control Authority.
- ✓ Closure of all dining and congregation areas in restaurants, dining establishments, food courts, breweries, microbreweries, distilleries, wineries, and tasting rooms between the hours of between the hours of 12:00 midnight and 5:00 a.m. Restaurants, dining establishments, food courts, breweries, microbreweries, distilleries, wineries, and tasting rooms may continue to offer delivery and take-out services between the hours of 12:00 midnight and 5:00 a.m.

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment.
- ✓ Post signage at the entrance and at points of sale stating that patrons must wear a mask, except while eating and drinking, in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high-risk individuals](#), and staying home if sick (See samples at the bottom of this document).
- ✓ All parties must be separated by at least six feet, including in the bar area, (i.e., the six feet cannot include the space taken up by the seated guest). If tables are not movable, seat parties at least six feet apart, including in the bar area. Spacing must also allow for physical distancing from areas outside of the facility's control (i.e., provide physical distancing from persons on public sidewalks).
- ✓ All private bookings are limited to 50 people indoors and 100 people outdoors.
- ✓ All parties, whether seated together or across multiple tables, must be limited to no more than 50 patrons indoors and no more than 100 patrons outdoors.
- ✓ Bar seats and congregating areas of restaurants must be closed to patrons except for through-traffic. Non-bar seating in the bar area (i.e., tables or counter seats that do not line up to a bar or food service area) may be used for customer seating as long as a minimum of six feet is provided between parties at tables.
- ✓ Do not seat multiple parties at any one table unless marked with six foot divisions (such as with tape).
- ✓ If live musicians are performing at an establishment, they must remain at least ten feet from patrons and staff and also wear a mask. Karaoke must remain closed.
- ✓ Employees are required to wear masks over their nose and mouth while working at their place of employment.
- ✓ Patrons must wear masks over their nose and mouth, except while eating and drinking.

- ✓ Buffets may be open for self-service, with continuous monitoring by trained staff required at food lines, and serving utensils must be changed hourly during peak meal times. Facilities must provide hand sanitizer at buffets, and employees and patrons must use barriers (e.g. gloves or deli tissue) when touching utensils.
- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.
- ✓ Perform routine cleaning and disinfection of frequently contacted surfaces including digital ordering devices, check presenters, self-service areas, tabletops, bathroom surfaces, and other common touch areas during operation. Tabletops must be cleaned between patrons.
- ✓ Table resets must be done by an employee who has washed their hands with soap and water for at least 20 seconds just prior to reset activities.
- ✓ Patrons may wait for takeout or for seated dining in the lobby area, but they must maintain six feet of physical distance between parties.
- ✓ Prior to a shift and on days employees are scheduled to work, employees must screen themselves for symptoms prior to starting work. Employees should also self-monitor their symptoms by self-taking of temperature to check for fever and utilizing the questions provided in the [VDH Interim Guidance for COVID-19 Daily Screening of Employees](#) before reporting to work. CDC considers a person to have a fever when they have a measured temperature of 100.4° F (38° C) or greater, feels warm to the touch, or gives a history of feeling feverish.

- ✓ For employers with established occupational health programs, employers can consider measuring temperature and assessing symptoms of employees prior to starting work/before each shift. CDC considers a person to have a fever when they have a measured temperature of 100.4° F (38° C) or greater, feels warm to the touch, or gives a history of feeling feverish. If implementing health checks, conduct them safely and respectfully, and in accordance with any applicable privacy and records retention laws and regulations. Confidentiality should be respected.

BEST PRACTICES:

In addition to the requirements provided above, establishments are encouraged to utilize the following best practices to the extent they are feasible:

- ✓ Utilize reservations for dining on the premises.
- ✓ Use staff facilitated seating where appropriate. If seating is not staff facilitated and tables cannot be moved to meet the physical distancing requirements outlined above, tables that should not be used must be clearly marked that they are out of service.
- ✓ Assign employee(s) to monitor and clean high touch areas while in operation.
- ✓ Use technology solutions where possible to reduce person-to-person interaction, including mobile ordering and menu tablets, text on arrival for seating, and contactless payment options.
- ✓ Consider methods to make point of sale terminals safer, including use of no contact applications, placement of a glass or clear plastic barrier between the employee and the customer, and providing a hand sanitizer station for customer and employee use after handling credit/debit cards, PIN terminals, or exchange of cash.
- ✓ Servers should avoid touching items on tables while customers are seated. Dedicated staff should remove all items from the table when customer(s) leave.
- ✓ Consider scheduled closure periods throughout the day to allow for cleaning and disinfecting, including bathrooms (i.e., after lunch service).
- ✓ Use separate doors to enter and exit the establishment when possible.
- ✓ When protective equipment such as masks are used, launder daily and wash hands after touching/adjusting the mask while working.

- ✓ Single-use items should be discarded after use. Consider using rolled silverware and eliminating table presets.
- ✓ Consider installing touchless door and sink systems or providing single-use barriers (e.g., deli tissues, paper towels) for use when touching door and sink handles.
- ✓ Implement procedures to increase how often the back-of-house areas are cleaned and sanitized.

ADDITIONAL CONSIDERATIONS:

Take-out and Delivery providers are encouraged to utilize the following recommendations:

- ✓ Notify customers as the delivery is arriving by text message or phone call.
- ✓ Ensure transport containers are cleaned and sanitized between uses.
- ✓ Establish designated pick-up zones for customers, including separate entrances and exits where possible.
- ✓ Offer curb-side pick-up.
- ✓ Encourage cashless transactions where possible.
- ✓ Practice physical distancing by offering to place orders in vehicle trunks.
- ✓ Seal food packages to safeguard the integrity of contents.
- ✓ If an establishment uses a delivery service, implement a contactless pick-up option where drivers do not have to come into the restaurant.

Food Trucks/Mobile Units are encouraged to utilize the following recommendations:

- ✓ Provide signage and aids to help customers maintain six feet of distance while ordering or waiting for an order.
- ✓ Food and other items should not be returned after they are loaded onto the mobile unit.
- ✓ Schedule frequent cleaning and disinfecting of order pick-up areas and other commonly touched surfaces.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

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FARMERS' MARKETS

Establishments must either implement the following mandatory requirements or close.

MANDATORY REQUIREMENTS:

Businesses must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. Virginia Department of Health and Virginia Department of Agriculture and Consumer Services regulated facilities must continue to follow requirements related to prohibiting sick employees in the workplace, strict handwashing practices, and procedures and practices to clean and sanitize surfaces.

Farmers' markets should continue to offer order ahead and pickup options. If markets choose to open, they must adhere to the following additional requirements for outdoor service:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment or farmers' market.
- ✓ Post signage at the entrance and at points of sale stating that patrons must wear a mask indoors, except while eating and drinking, in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high-risk individuals](#), and staying home if sick (See samples at the bottom of this document).
- ✓ Employees and patrons must maintain at least six feet of physical distancing between individuals who are not Family members as defined in Fourth Amended Executive Order 72 at all times. Employees and vendors must, where possible, configure operations to avoid congestion or congregation points.
- ✓ Employees and vendors must wear masks over their nose and mouth.
- ✓ Patrons must wear masks over their nose and mouth in accordance with section II of Fourth Amended Executive Order 72.

- ✓ Provide a minimum of six feet between parties at tables, (i.e., the six feet cannot include the space taken up by the seated guest). Spacing should also allow for physical distancing from areas outside of the facility's control (i.e. provide physical distancing from persons on public sidewalks).
- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.
- ✓ Practice routine cleaning and disinfection. Surfaces frequently touched by multiple people should be cleaned and disinfected at least daily. More frequent cleaning and disinfection may be required based on level of use. Follow CDC Reopening Guidance for Cleaning and Disinfection and use an EPA-approved disinfectant to clean. For high contact areas, routinely disinfect surfaces. Certain surfaces and objects in public spaces, such as point of sale keypads, should be cleaned and disinfected before each use.

BEST PRACTICES:

In addition to the requirements provided above, farmers' markets are encouraged to utilize the following best practices to the extent they are feasible:

- ✓ Promote no touch or low touch purchasing opportunities by pre-boxing or pre-bagging food items.
- ✓ Update your website and social media with detailed instructions so patrons understand the expectations while at the market.
- ✓ Discourage vendor sampling.
- ✓ A mobile market could be used to reach communities with low food access but should comply with physical distancing guidelines for customers shopping and follow all recommended hygiene and sanitation protocols.
- ✓ Encourage touchless payment systems.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

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BRICK AND MORTAR RETAIL

SCOPE: All non-essential brick and mortar retail establishments.

Establishments must either implement the following mandatory requirements or close.

MANDATORY REQUIREMENTS:

Businesses must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. They must also adhere to the following additional requirements:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment.
- ✓ Post signage at the entrance and at points of sale stating that patrons must wear a mask in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high-risk individuals](#), and staying home if sick (samples at bottom of this document).
- ✓ Employees and patrons must maintain at least six feet of physical distancing between individuals who are not Family members as defined in Fourth Amended Executive Order 72 at all times.
- ✓ Retailers must assist customers in keeping at least six feet of space between individuals or households while shopping and waiting in line. Mark floors in six-foot increments in areas where customers will be congregating or standing in line such as cashier areas. If six feet of space cannot be maintained between checkout lines, only operate alternate checkout lines.
- ✓ If seating is available, provide a minimum of six feet between tables; if tables are not movable, parties must be spaced at least six feet apart.

- ✓ Employees are required to wear masks over their nose and mouth while working at their place of employment.
- ✓ Patrons must wear a mask over their nose and mouth in accordance with section II of Fourth Amended Executive Order 72.
- ✓ Practice routine cleaning and disinfection. Surfaces frequently touched by multiple people, such as door handles, desks, phones, light switches, and faucets, should be cleaned and disinfected at least daily. More frequent cleaning and disinfection may be required based on level of use. Follow [CDC Reopening Guidance for Cleaning and Disinfection](#) and use an [EPA-approved disinfectant](#) to clean. Certain surfaces and objects in public spaces, such as shopping carts and point of sale keypads, should be cleaned and disinfected before each use.
- ✓ Ensure there is a way to sanitize shopping cart and basket handles: either make an [EPA-approved disinfectant](#) easily accessible to customers or have employees manage the process and sanitize between each customer use.

BEST PRACTICES:

In addition to the requirements provided above, establishments are encouraged to utilize the following best practices to the extent they are feasible:

- ✓ Provide sanitizing stations for customers and staff throughout the store, particularly at entry and exit points.
- ✓ Consider managing customer movement utilizing one-way aisles or other directional instructions.
- ✓ Consider reserving certain hours for [senior citizens and other high-risk populations](#).
- ✓ Provide opportunities to shop and pay online or on the phone whenever possible.
- ✓ Provide options for home delivery, in store pickup, or curbside pickup whenever possible to minimize the number of customers in facilities.
- ✓ When protective equipment such as masks are used, launder daily and wash hands after touching/adjusting masks while working.
- ✓ Use separate doors to enter and exit the establishment when possible.

- ✓ Consider installing touchless door and sink systems or providing single-use barriers (e.g., deli tissues, paper towels) for use in touching door and sink handles.
- ✓ Consider using a reservation system to schedule customer visits, including asking customers to set up a time to visit the showroom or sales floor to limit the number of customers in a facility.
- ✓ Prohibit congregating in break rooms or common areas and limit the capacity of such areas to allow for safe physical distancing of a minimum of six feet whenever possible.
- ✓ If reusable shopping bags are permitted, ask customers to bag their own products/groceries.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

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[FDA information](#)

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FITNESS AND EXERCISE FACILITIES

SCOPE: Gymnasiums, recreation centers, sports facilities, and exercise facilities.

Establishments must either implement the following mandatory requirements or close.

MANDATORY REQUIREMENTS:

Businesses must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. If businesses choose to offer fitness and exercise services, they must adhere to the following additional requirements for operations:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment.
- ✓ Post signage at the entrance and at points of sale stating that patrons must wear a mask, except while exercising, in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high-risk individuals](#), and staying home if sick (samples at bottom of this document).
- ✓ Occupancy must be limited to no more than 75 percent of the lowest occupancy load on the certificate of occupancy, if applicable, while maintaining a minimum of ten feet of physical distancing between all individuals as much as possible.
- ✓ Facilities should separate fitness equipment to ensure ten feet of separation between patrons, members, and guests using such equipment.

- ✓ Screen patrons for COVID-19 symptoms, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the 14 days prior to admission to the venue/facility. Patrons should be asked if they are currently experiencing fever (100.4 degrees Fahrenheit or higher) or a sense of having a fever, a new cough that cannot be attributed to another health condition, new shortness of breath that cannot be attributed to another health condition, new chills that cannot be attributed to another health condition, a new sore throat that cannot be attributed to another health condition, or new muscle aches that cannot be attributed to another health condition or specific activity (such as physical exercise). Anyone experiencing symptoms should not be permitted in the facility. Screenings should be conducted in accordance with applicable privacy and confidentiality laws and regulations.
- ✓ Instructors and all participants of group exercise and fitness classes who are not Family members as defined in Fourth Amended Executive Order 72 must maintain at least ten feet of physical distancing between each other at all times.
- ✓ The total number of attendees (including both participants and instructors) in all indoor group exercise and fitness classes cannot exceed the lesser of 75 percent of the minimum occupancy load on the certificate of occupancy or 50 persons. For all group exercise and fitness classes held outdoors, the total number of attendees cannot be the lesser of 75 percent of the minimum occupancy load on the certificate of occupancy or 100 persons.
- ✓ Personal trainers must maintain at least ten feet of distance between themselves and their clients.
- ✓ Patrons must wear masks over their nose and mouth in accordance with section II of Fourth Amended Executive Order 72.
- ✓ Employees are required to wear masks over their nose and mouth while working at their place of employment. Lifeguards responding to distressed swimmers are exempt from this requirement.
- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. If soap and running water are not immediately available, provide hand sanitizers. This is particularly important when patrons are using shared equipment that is not easily cleaned or disinfected between use (e.g. climbing rope, exercise bands). Additional hand hygiene requirements for

Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.

- ✓ Practice routine cleaning and disinfection. Surfaces frequently touched by multiple people, such as door handles, desks, phones, light switches, and faucets, should be cleaned and disinfected at least daily. More frequent cleaning and disinfection may be required based on level of use. Follow [CDC Reopening Guidance for Cleaning and Disinfection](#) and use an [EPA-approved disinfectant](#) to clean. Certain surfaces and objects in public spaces, such as exercise equipment, should be cleaned and disinfected before each use.
- ✓ Facilities must prohibit the use of equipment requiring more than one person to operate, unless those operating are Family members as defined in Fourth Amended Executive Order 72 (e.g., free weights when it requires a spotter).
- ✓ Hot tubs, spas, saunas, splash pads, spray pools, and interactive play features, except water slides, must be closed. Swimming pools may operate in accordance with the Guidelines for Swimming Pools below.
- ✓ Facilities that operate water slides must ensure physical distancing of at least ten feet between patrons who are not Family members as defined in Fourth Amended Executive Order 72 while waiting in line to use the slide.

BEST PRACTICES:

In addition to the requirements provided above, establishments are encouraged to utilize the following best practices to the extent they are feasible:

- ✓ When protective equipment such as masks are used, launder daily and wash hands after touching/adjusting the masks while working.
- ✓ Use disposable towels and linens where possible. All reusable towels, linens and other porous fabric should be laundered after single use. Store towels and linens in a closed, covered container prior to use.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

[FDA information](#)

SWIMMING POOLS

SCOPE: Indoor and outdoor swimming pools and water slides.

Establishments must either implement the following mandatory requirements or remain closed.

MANDATORY REQUIREMENTS:

Businesses must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. If businesses choose to open, they must adhere to the following additional requirements for outdoor operations:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high-risk individuals](#), and staying home if sick (samples at bottom of this document).
- ✓ Hot tubs, spas, saunas, splash pads, spray pools, and interactive play features, except water slides, must be closed.
- ✓ Facilities that operate water slides must ensure physical distancing of at least ten feet between patrons who are not Family members as defined in Fourth Amended Executive Order 72 while waiting in line to use the slide.
- ✓ Outdoor and indoor swimming pools may be open, provided occupancy is limited to no more than 75 percent of the lowest occupancy load on the certificate of occupancy and all swimmers maintain at least ten feet of physical distance from others who are not Family members as defined in Fourth Amended Executive Order 72. Free swim is allowed.

- ✓ Swimming instruction and water exercise classes must be limited to allow all participants to maintain ten feet of physical distance where practicable. Parents or guardians may support a participant during class, and instructors may have contact with swimmers when necessary.
- ✓ Seating may be provided on pool decks with at least ten feet of spacing between persons who are not Family members as defined in Fourth Amended Executive Order 72.
- ✓ Employees working in customer-facing areas are required to wear masks over their nose and mouth while working at their place of employment. Lifeguards responding to distressed swimmers are exempt from this requirement.
- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. This is particularly important when patrons are using shared equipment that is not easily cleaned or disinfected between use (e.g. slide ladders, climbing rope, exercise bands). If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.
- ✓ Screen patrons for COVID-19 symptoms, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the 14 days prior to admission to the venue/facility. Patrons should be asked if they are currently experiencing fever (100.4 degrees Fahrenheit or higher) or a sense of having a fever, a new cough that cannot be attributed to another health condition, new shortness of breath that cannot be attributed to another health condition, new chills that cannot be attributed to another health condition, a new sore throat that cannot be attributed to another health condition, or new muscle aches that cannot be attributed to another health condition or specific activity (such as physical exercise). Children should be screened per the CDC guidance for screening children. Anyone experiencing symptoms should not be permitted in the facility. Screenings should be conducted in accordance with applicable privacy and confidentiality laws and regulations.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

[FDA information](#)

PERSONAL CARE AND PERSONAL GROOMING SERVICES

SCOPE: Beauty salons, barbershops, spas, massage centers, tanning salons, tattoo shops, and any other location where personal care or personal grooming services are performed.

Establishments must either implement the following mandatory requirements or remain closed.

MANDATORY REQUIREMENTS:

Businesses must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. They must also adhere to the following additional requirements:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment.
- ✓ Post signage at the entrance stating that patrons must wear a mask in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high-risk individuals](#), and staying home if sick (samples at bottom of this document).
- ✓ Stagger work stations with at least six feet of separation.
- ✓ Maintain physical distancing between clients of at least six feet within the waiting area.
- ✓ Staggered appointments must be utilized to minimize the number of individuals congregating in a waiting area and allow time to disinfect tools in between clients.
- ✓ Service providers and employees must wear masks over their nose and mouth while working at their place of employment.

- ✓ Provide masks for clients or ask that clients bring a mask with them, which they must wear during the service, except when treating the areas of the nose and mouth.
- ✓ Wash hands with soap and water for at least 20 seconds after each service is performed, and, when gloves are worn, change gloves after each client's service.
- ✓ Routine cleaning and disinfection of frequently contacted surfaces must be conducted during operation. All personal care and personal grooming tools should be cleaned and disinfected after each use. If that is not possible, such items must be discarded.
- ✓ Employers must maintain a list of the names and contact information for all clients, to include the date and time services are received.

BEST PRACTICES:

In addition to the requirements provided above, establishments are encouraged to utilize the following best practices to the extent they are feasible:

- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.
- ✓ Remove commonly touched non-essential items such as magazines, self-serve coffee, and candy jars.
- ✓ Where possible use disposable towels, capes, and linens. All reusable towels, capes, linens and other porous fabric should be laundered after single use. Non-porous capes (e.g., plastic, vinyl) should be cleaned and disinfected after single use or discarded. Towels, capes, and linens should be stored in a closed, covered container prior to use.
- ✓ When capes are used on clients, use a freshly laundered or disposable cape for each client.
- ✓ Minimize to the greatest degree possible close, direct face-to-face contact with clients, such as allowing clients to be seated prior to approaching to perform a service.

- ✓ When protective equipment such as masks are used, launder daily and wash hands after touching/adjusting the mask while working.
- ✓ Use separate doors to enter and exit the establishment when possible.
- ✓ Consider installing touchless door and sink systems or providing single-use barriers (e.g., deli tissues, paper towels) for use in touching door and sink handles.
- ✓ Consider limiting the maximum time of services (e.g., no more than 1 hour).

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

[FDA information](#)

PRIVATE CAMPGROUNDS

Private campgrounds must either implement the following mandatory requirements or close.

MANDATORY REQUIREMENTS:

Businesses must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. They must also adhere to the following additional requirements:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in their prior 14 days is permitted in the establishment.
- ✓ Post signage at the entrance of all indoor areas stating that patrons must wear a mask in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high risk individuals](#), and staying home if sick (samples at bottom of this document).
- ✓ No gatherings of greater than 50 people in one indoor location are allowed. No gatherings of greater than 100 people in one outdoor location are allowed.
- ✓ On site retail, recreation and fitness, cabins, and food establishments must follow the requirements and guidelines specific to those establishments.
- ✓ Employees are required to wear masks over their nose and mouth while working at their place of employment.
- ✓ Patrons must wear masks over their nose and mouth in accordance with Section II of Fourth Amended Executive Order 72.
- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements

for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

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[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

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OVERNIGHT SUMMER CAMPS

SCOPE: Overnight services of camps, as defined in § 35.1-1 of the *Code of Virginia*.

Overnight summer camps may begin operation on May 1, 2021. Establishments must either implement the following mandatory requirements or close.

MANDATORY REQUIREMENTS:

Overnight Camps must strictly adhere to the enhanced cleaning and disinfection practices and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. They must also adhere to the following additional requirements:

- ✓ All camps must develop and implement a plan to decrease the risk of infectious campers and staff entering the camp environment. This plan must include, but shall not be limited to, the requirement for a negative molecular test within seven days prior to the beginning of camp, or 14 day symptom screening for the camper and all Family members as defined in Fourth Amended Executive Order 72 that have contact with the camper. Campers utilizing symptom screening must restrict their close contacts to Family members as defined in Fourth Amended Executive Order 72 for the duration of the 14-day period. This plan must also include protocols for streamlined travel and drop-offs with limited interactions between parents and camp personnel and other campers.
- ✓ Camp personnel must perform a daily symptom screening of all campers, including upon arrival. Children and teens infected with COVID-19 exhibit a wide range of symptoms, some of which may be similar to other common pediatric infections and illness such as flu, strep throat and allergies. Children may be less likely to have fever, may be less likely to present with fever as an initial symptom, and may have only gastrointestinal tract symptoms. The most common symptoms of COVID-19 in children are fever and cough, but children may have any of these signs or symptoms of COVID-19.

- ✓ All daily screenings must include:
 - Fever (temperature 100.4 °F or higher)
 - Sore throat
 - New cough
 - Diarrhea, vomiting, or stomachache
 - New onset of severe headache, especially with a fever

- ✓ Other symptoms that may be included are chills, nasal congestion or runny nose, new loss of taste or smell, shortness of breath or difficulty breathing, tiredness, muscle or body aches, or poor appetite. If children are not being screened for these particular symptoms, staff should still be aware that these can be possible indicators of COVID-19.

- ✓ All non-camp personnel that enter camp must wear a mask as required by Fourth Amended Executive Order 72. Limit camp entrances to essential personnel only.

- ✓ Campers above the age of 5 and staff must wear a mask as required by Fourth Amended Executive Order 72. A group of campers and staff cohabitating in the same sleeping space are considered equivalent to a Family members as defined in Fourth Amended Executive Order 72; mask requirements do not apply unless persons are in the presence of campers or staff outside their camp cohort/Family, or are in an indoor public place that is shared with other campers or staff.

- ✓ Post signage to provide public health reminders regarding physical distancing, hand hygiene and respiratory etiquette, and reporting symptoms if sick (samples at bottom of this document). Signs must use age-appropriate language to be understandable by campers.

- ✓ Employ the use of cohorts for the first 14 days of any camp session. Cohorts may not be mixed, including during meal times, for at least 14 days to facilitate contact tracing, isolation, and quarantine in the event of positive COVID-19 cases. Cohort size may not exceed 25 campers, not including staff. When any camper or staff is traveling throughout the camp or near other cohorts, strict six feet of physical distancing and mask wearing must be observed from those not in their cohort. Ten feet of distancing must be observed when engaging in singing, cheering, exercise, or other activities involving increased exhalation.

- ✓ Staff may not have close contact with campers in multiple cohorts, with the exception of medical services or any event where close contact is necessary for the health or safety of a camper. Restrictions against staff having close contact with multiple cohorts would not include when staff is leading outdoor or indoor activities, so long as appropriate physical distancing is practiced and masks are used by all those present.
- ✓ Camps should develop and follow a comprehensive hand hygiene plan (e.g. “Wash-in/Wash-out” when transitioning between activities/locations).
- ✓ Social gatherings or similar events attended by campers from multiple camps are prohibited. All-camp gatherings are not prohibited; however, they must follow all cohort requirements within the first 14 days of any camp session: campers from different cohorts must wear masks in indoor settings, and physical distancing must be strictly observed between cohorts.

BEST PRACTICES:

In addition to the requirements provided above, camps are encouraged to utilize the following best practices to the extent they are feasible:

- ✓ Communicate camp COVID procedures and camp departure protocols to parents/caregivers before the beginning of camp.
- ✓ Prioritize outdoor activities and limit all-camp gatherings or activities that include participants from multiple cohorts to those that can take place outside.
- ✓ Have staff and campers dine in well-ventilated areas. Create a plan for structured food distribution to avoid congregation areas. Limit shared items, such as condiment bottles, sports equipment, and self-serve utensils.
- ✓ Limit off-campus activities to those that minimize camper and staff exposure to the community.
- ✓ Cohorts may be combined, expanded, or eliminated after the first 14 days of camp; however, maintaining cohorts for the duration of camp is strongly recommended. Creating larger cohorts, is preferable to eliminating cohorts altogether, to facilitate contact tracing and reduce exposures among campers.

- ✓ Develop and maintain close communication networks with the local health department and community leaders. Camps must have a plan for how they will test campers for COVID-19 when needed and collaborate with the local health department and community care providers in the development of this plan.
- ✓ Camps may consider reducing occupancy when necessary to maintain cohorts and the separation of staff working with separate cohorts. As campers in the same sleeping area can be considered of the same Family for the duration of camp, decreasing occupancy to increase sleeping distance is not necessary.

RESOURCES TO PRINT AND DISPLAY:

[Washing Hands is Your Superpower - CDC](#)

[Stop the spread - CDC](#)

[Hand washing instructions for children - CDC](#)

[Symptoms of Coronavirus - CDC](#)

[Don't let your germs go for a ride - CDC](#)

[Cover Coughs and Sneezes - CDC](#)

[Handwashing activities for kids](#)

ENTERTAINMENT AND PUBLIC AMUSEMENT

SCOPE: Performing arts venues, concert venues, sports venues, convention centers, expos, movie theaters, museums, aquariums, fairs, carnivals, public and private social clubs, botanical gardens, entertainment centers, historic horse racing facilities, bowling alleys, skating rinks, arcades, trampoline parks, arts and craft facilities, escape rooms, amusement parks, zoos, and all other places of public amusement.

Establishments must either implement the following mandatory requirements or remain closed.

MANDATORY REQUIREMENTS:

Businesses must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. They must also adhere to the following additional requirements:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in their prior 14 days, is permitted in the establishment.
- ✓ Post signage at the entrance of all indoor areas stating that patrons must wear a mask in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high risk individuals](#), and staying home if sick (samples at bottom of this document).
- ✓ The total number of patrons for indoor venues cannot exceed the lesser of 30 percent of the lowest occupancy load on the certificate of occupancy, if applicable, or 500 persons. The total number of patrons for outdoor venues cannot exceed 30 percent of the lowest occupancy load on the certificate of occupancy.

- ✓ If no occupancy load has been determined, a ratio of 40 sq ft per person shall be used to determine occupancy limits – only square footage that is likely to be accessed may be included. A 100,000 sq ft outdoor venue, for example, would have an occupancy load of 2,500 - of which no more than 30% (750 persons) shall be permitted.
- ✓ All private bookings are limited to no more than 50 people indoors and 100 people outdoors.
- ✓ No alcoholic beverage shall be sold, consumed, or possessed on premises between the hours of 12:00 midnight and 5:00 a.m. Alcoholic beverages may continue to be sold via delivery or take-out between the hours of 12:00 midnight and 5:00 a.m. as permitted by existing regulations promulgated by the Virginia Alcoholic Beverage Control Authority.
- ✓ Eliminate social congregation before, during, or after the event.
- ✓ Events that cannot implement crowd control and restrictions on occupancy limitations and physical distancing cannot take place.
- ✓ Six feet of physical distance must be maintained between performers. Performers that are singing or playing a wind instrument must maintain ten feet of physical distance between others. Karaoke must remain closed.
- ✓ Require ten feet of physical distancing between parties at all establishments with physical activity, singing, or cheering; six feet of physical distancing is required in other venues.
- ✓ All shared items must be cleaned and disinfected between uses.
- ✓ If interactive exhibits are in service, post signage to discourage congregating and encourage the use of hand sanitizer. Provide hand sanitizer stations around any interactive exhibits. Discontinue any interactive exhibits that pose a risk for children to place items in their mouths.
- ✓ Queue lines, including those for entrance and exits, that would encourage congregating must follow physical distancing guidelines, allowing for six feet of separation between parties.
- ✓ Create a guest flow plan of modified queue lines into and within the facility. Determine areas likely to become bottlenecks or pinch points and adjust guest flow accordingly.
- ✓ Install visible markers for queue lines that separate people by six feet of physical distance. Sample markers are available in the [VDH Business Toolkit](#).

- ✓ Create and display physical distancing communication tools, including static signs, kiosks, audio announcements, or video announcements. Signage should include the requirement to wear masks at all times and to maintain six feet of physical distance between parties. Sample signage is available in the [VDH Business Toolkit](#).
- ✓ Reconfigure seating areas to allow appropriate of physical distance between parties by eliminating and closing select tables or seating areas, or by spreading them out to allow for adequate spacing. Ten feet must be maintained at venues with cheering, singing, or forced exhalation, six feet must be maintained for other venues.
- ✓ Ensure facility exits are configured to reduce the occurrence of bottlenecks and large gatherings.
- ✓ On site retail, recreation and fitness, cabins, and food establishments must follow the requirements and guidelines specific to those establishments.
- ✓ Employees are required to wear a mask over their nose and mouth while working at their place of employment.
- ✓ Patrons must wear masks over their nose and mouth in accordance with Section II of Fourth Amended Executive order 72.
- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.
- ✓ Practice routine cleaning and disinfection of high contact areas and hard surfaces, including check out stations and payment pads, store entrance push/pull pads, door knobs/handles, dining tables/chairs, light switches, handrails, restrooms, guest lockers, floors, and equipment. Follow CDC Reopening Guidance for Cleaning and Disinfection and use an EPA-approved disinfectant to clean. For high contact areas (e.g., in both public and staff areas), routinely disinfect surfaces at least every 2 hours. Certain surfaces and objects in public spaces, such as point of sale keypads, should be cleaned and disinfected before each use.

BEST PRACTICES:

In addition to the requirements provided above, establishments are encouraged to utilize the following best practices to the extent they are feasible:

- ✓ Stagger entrance and exit times. Create a guest flow plan. Use separate doors to enter and exit where appropriate
- ✓ Sanitizing wipes should be made available throughout the facility for guests to use on high-touch surfaces.
- ✓ Determine appropriate guest capacity levels for each facility to ensure compliance with physical distancing requirements, taking into account facility size, layout, and operational needs.
- ✓ Employers should remain cognizant of the potential for outdoor staff to experience overheating or breathing difficulties caused by using masks . When developing staff schedules, implement additional short breaks to increase the frequency with which staff can cool off indoors.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

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RELIGIOUS SERVICES

Religious services must be conducted according to the following requirements.

Given the public health implications of the 2020 global pandemic, the Commonwealth's diverse faith community quickly adjusted in response to this unprecedented crisis.

Therefore, it is important that the diverse faith communities in Virginia stay informed with local, state, and national officials using the links below:

CDC's main COVID-19 Web page: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Virginia Department of Health COVID-19 Web page: <http://www.vdh.virginia.gov/coronavirus/>

Virginia Governor's COVID-19 Web page: <https://www.virginia.gov/coronavirus/>

MANDATORY REQUIREMENTS:

Religious services, where attendees are numbered greater than the public and private in-person gathering restriction in Fourth Amended Executive Order 72, section 1, subsection B, paragraph 1, must strictly adhere to the following requirements:

- ✓ Individuals attending religious services must:
 - Practice proper physical distancing at all times.
 - Mark seating and common areas where attendees may congregate in six-foot increments to maintain physical distancing.
 - Ensure that any items used to distribute food or beverages either should be disposable or washed or cleaned between uses between individuals who are not Family members.
 - Conduct routine cleaning and disinfection of frequently-contacted surfaces prior to and following any religious service.
 - Post signage at the entrance that states that no one with a fever or symptoms of COVID-19 is permitted to participate in the religious service.
 - Post signage to provide public health reminders regarding physical distancing, gatherings, options for high risk individuals, and staying home if sick.

- Wear masks in accordance with section II below.
- Post signage at the entrance of all indoor areas stating that individuals must wear a mask in accordance with this Fourth Amended Executive Order 72.
- ✓ Parties attending religious services must be seated at least six feet apart from other parties.

BEST PRACTICES: In addition to the requirements provided above, faith communities are encouraged to utilize the following best practices to the extent they are feasible:

- ✓ Designate a health coordinator and/or health equity team who will be responsible for COVID-19 planning and preparation for your place of worship.
- ✓ *For the **building**:*
 - Use separate doors to enter and exit the establishment when possible.
 - Allow interior doors to remain open to limit touching of door handles.
 - Provide sanitizing stations throughout the building, particularly at entry and exit points.
 - Consider installing touchless door entry systems or providing single-use barriers (i.e., paper towels) for use in touching door and sink handles in bathroom facilities.
 - Use messaging boards or digital messaging and social media for announcements to eliminate use of bulletins and handouts.
- ✓ *For weekly **religious services**:*
 - Members are safer at home. Continue to provide and encourage use of online streaming and drive-in options for people who can utilize these options. No place of worship should feel obligated to return to in-person worship before they are ready to do so.
 - Consider holding multiple services, with time for thorough cleaning in between each service to allow for greater distancing during services.
 - Suspend the choir as part of services.
 - Consider shorter services to avoid the need for people to use bathroom facilities.
 - Consider limiting or suspending youth services until a safer time.

- Consider holding small group or separate services for [senior citizens and other high-risk populations](#).
 - Consider making this the first service of the week, after thorough cleaning and disinfection of facilities have been performed.
- Ensure social distancing in parking lots or common areas.
- ✓ Consider discontinuing use of common items (e.g., microphones, books, hymnals, scriptural texts) that may be shared between people and are difficult to clean. Consider assigning religious books to a Family or individual that they can bring to each service, or use a projector for the display of sacred texts, scriptures, and songs.
- ✓ When oils, water, ashes, or other materials are applied to a person's forehead, self-application should be used, to the extent possible.
- ✓ *Possible methods for religious services:*
 1. **Drive-in/parking lot church:** This is the safer model of religious service where social distancing may be maintained.
 2. **Sign-up worship services:** This will limit the number of live worship services. Ask members, visitors, or guests to sign up for one live service per month, or every other week. If needed, members can take turns between online and in-person worship services during this interim time. Allow space for impromptu visitors by registering fewer people (for each worship or religious service) than the maximum allowed per occupancy restrictions.
 3. **Multiple gatherings during the week:** A place of worship may divide the number of congregants by the maximum occupancy level and offer worship services at that level. Consider adding online services, multiple services on one day, or alternative services during the week and/or on Saturdays and Sundays.
 4. **Utilize multiple methods:** As a result of the COVID-19 crisis, most places of worship lost the ability to gather in-person, but many gained a stronger online presence. Consider nurturing both aspects for at-risk individuals, as well as for the increased capacity to reach and serve those outside of the walls of the faith organization.
 5. **Adult-only services:** This method asks parents of young children to alternate worship attendance (naturally reducing attendance, as one parent stays home with children).

- 6. Online-only:** Take this approach if you are in a high-risk area, your place of worship is not yet prepared with the conditions required by these guidelines for opening, you or a Family member as defined in Fourth Amended Executive Order 72 has COVID-19 symptoms, or the governing authorities have requested additional measures in the interest of public health.

COMMUNICATION RESOURCES:

Members and leaders of the diverse faith communities and funeral homes around the Commonwealth can receive a signage tool-kit and register to receive updated information from the Governor’s Office of Diversity, Equity, and Inclusion and Partners in Prayer and Prevention from the Virginia Department of Health by contacting OHE@vdh.virginia.gov

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

[FDA information](#)

RECREATIONAL SPORTS

SCOPE: Indoor and outdoor recreational sports activities.

Recreational sports activities must either implement the following mandatory requirements or must not take place.

MANDATORY REQUIREMENTS:

Participants and organizers of recreational sports activities must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. Participants and organizers of recreational sports activities must adhere to the following additional requirements for such activities:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment.
- ✓ Post signage at the entrance of all indoor areas stating that patrons must wear a mask, except while exercising, in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for high-risk individuals, and staying home if sick (samples at bottom of this document).
- ✓ For sports played indoors, the total number of spectators cannot exceed the lesser of 30 percent of the occupancy load on the certificate of occupancy or spectators must be limited to 100 persons per field. For sports played outdoors, the total number of spectators cannot exceed the lesser of 30 percent of the occupancy load of the certificate of occupancy for the venue or 500 spectators per field.
- ✓ Races or marathons may use a ratio of 40 square feet per person to determine occupancy limits – only square footage that is likely to be accessed may be included. A 100,000 square foot race course, for example, would have an occupancy load of 2,500 - of which no more than 30% (750 persons) shall be permitted. Races and marathons organizers must stagger starts and separate runners into groups of 50 or less.

- ✓ Ensure anyone who has symptoms of, has tested positive for, or has been exposed to COVID-19 follows appropriate guidelines for quarantine or isolation. Persons with symptoms should stay home until CDC criteria for ending isolation have been met. Persons with severe symptoms may need to be evaluated by a healthcare provider. Establish procedures for safely transporting anyone who is sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19.
- ✓ Conduct daily screening of coaches, officials, staff, and players for COVID-19 symptoms, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days prior to admission to the venue/facility. Children should be screened per the CDC guidance for screening children. Adults should be asked if they are currently experiencing fever (100.4 degrees Fahrenheit or higher) or a sense of having a fever, a new cough that cannot be attributed to another health condition, new shortness of breath that cannot be attributed to another health condition, new chills that cannot be attributed to another health condition, a new sore throat that cannot be attributed to another health condition, or new muscle aches that cannot be attributed to another health condition or specific activity (such as physical exercise). Anyone experiencing symptoms should not be permitted in the venue/establishment. Screenings should be conducted in accordance with applicable privacy and confidentiality laws and regulations.
- ✓ All shared items must be disinfected between each use to the extent practicable.
- ✓ Employees must wear masks over their nose and mouth while working at their place of employment.
- ✓ Spectators must wear masks over their nose and mouth at all times, and ten feet of physical distance must be maintained between spectators who are not Family members as defined in Fourth Amended Executive Order 72.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

[FDA information](#)

HORSE AND OTHER LIVESTOCK SHOWS

SCOPE: Indoor and outdoor horse and other livestock shows.

Horse and other livestock shows must either implement the following mandatory requirements or they must not take place.

MANDATORY REQUIREMENTS:

Participants and organizers of horse and other livestock show activities must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document.

Participants and organizers of horse and other livestock shows must adhere to the following additional requirements for such activities:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days, is permitted in the establishment.
- ✓ Post signage at the entrance of all indoor areas stating that patrons must wear a mask in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for high risk individuals, and staying home if sick (samples at bottom of this document).
- ✓ Create a guest flow plan of modified queue lines into and within the facility. Determine areas likely to become bottlenecks or pinch points and adjust guest flow accordingly.
- ✓ Install visible markers for queue lines that separate people by six feet of physical distance. Sample markers are available in the VDH Business Toolkit.
- ✓ Create and display physical distancing communication tools, including static signs, kiosks, audio announcements, or video announcements. Signage should include the requirement to wear masks at all times and to maintain six feet of physical distance between people who are not Family members as defined in Fourth Amended Executive Order 72. Sample signage is available in the VDH Business Toolkit.

- ✓ Reconfigure seating areas to allow six feet of physical distance between individuals by eliminating and closing select tables or seating areas or spreading them out to allow for adequate spacing.
- ✓ Ensure facility exits are configured to reduce the occurrence of bottlenecks and large gatherings. The total number of attendees (including both participants and spectators) of livestock and horse shows cannot exceed the lesser of 30 percent of the lowest occupancy load on the certificate of occupancy, if applicable, or 500 persons. The total number of spectators for outdoor venues cannot exceed 30 percent of the lowest occupancy load on the certificate of occupancy. For shows held in a barn, stable, or ring, attendees are limited to 500 persons per structure or assigned area.
- ✓ Ensure anyone who has symptoms of, has tested positive for, or has been exposed to COVID-19 follows appropriate guidelines for quarantine or isolation. Persons with symptoms should stay home until CDC criteria for ending isolation have been met. Persons with severe symptoms may need to be evaluated by a healthcare provider. Establish procedures for safely transporting anyone who is sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19.
- ✓ Conduct daily screening of trainers, officials, staff, participants, and other attendees for COVID-19 symptoms prior to admission to the venue/facility. Children should be screened per the CDC guidance for screening children. Adults should be asked if they are currently experiencing fever (100.4°F or higher) or a sense of having a fever, a new cough that cannot be attributed to another health condition, new shortness of breath that cannot be attributed to another health condition, new chills that cannot be attributed to another health condition, a new sore throat that cannot be attributed to another health condition, or new muscle aches that cannot be attributed to another health condition or specific activity (such as physical exercise). Anyone experiencing symptoms should not be permitted on show grounds. Screenings should be conducted in accordance with applicable privacy and confidentiality laws and regulations.
- ✓ All shared items must be disinfected between each use to the extent practicable.
- ✓ Employees must wear masks in customer-facing areas that cover their nose and mouth while working at their place of employment.
- ✓ Require all people inside the show grounds to wear a mask in accordance with section II of Fourth Amended Executive Order 72; however, this requirement can be exempted when handling an animal in certain areas where adequate social distancing can be maintained and properly ensured, such as while on a horse, in a show ring, or in a designated grooming area.

- ✓ Promote frequent and thorough hand washing, including by providing employees, customers, visitors, the general public, and other persons entering into the place of employment with a place to wash their hands. If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.

BEST PRACTICES:

In addition to the requirements provided above, management must utilize the following best practices to the extent they are feasible:

- ✓ Utilize online entries and payment by credit card.
- ✓ Designate one representative to handle the entire barn or stable's interface with the show and event offices.
- ✓ Adhere to physical distancing guidelines and utilize masks when in the show office.
- ✓ Install sneeze guards in front of commonly used point-of-sale or guest service stations.
- ✓ Clean and disinfect all tack, equipment, and surfaces that others may come in contact with or handle frequently. This includes golf carts, tack trunks, reins, halters, lead ropes, and other common show items.
- ✓ Maintain at least six feet of physical distance in the show ring.
- ✓ Encourage competitors, trainers, riders, grooms, owners, competition staff, and parents to leave as expeditiously as possible after their competition.
- ✓ Limit those on the show grounds to competitors, trainers, riders, grooms, owners, competition staff, and parents or other adults attending as a minor's guardian. No spectators, extended family, or friends should be allowed on competition grounds.
- ✓ Include current COVID-19 guidelines in the show's protocols and entry procedures.
- ✓ Require attendees to keep dogs under control and confined or leashed at all times. Dogs can potentially come in contact with multiple people if loose on competition grounds. They must be confined and/or leashed.
- ✓ Require all current entry agreements and addendums that cover COVID-19 to be signed and returned to the show office prior to competing.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

[FDA information](#)

OUTDOOR SPEEDWAYS AND RACETRACKS

SCOPE: Outdoor motor speedways and racetracks.

Establishments must either implement the following mandatory requirements or remain closed.

MANDATORY REQUIREMENTS:

Businesses must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. They must also adhere to the following additional requirements:

- ✓ Post signage throughout the grounds to provide public health reminders regarding physical distancing, gatherings, options for high-risk individuals, staying home if sick, and hand washing. (Sample signage can be found in the VDH Business Toolkit.)
- ✓ Post signage at all entrance(s) to the facility and/or event stating that no one with a fever or symptoms associated with COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in the prior 14 days is permitted on the property. Special attention should be given to areas that are prone to congregation (i.e. entrances and restrooms).
- ✓ Provide physical guides for seating, lines, and congregations areas including floor decals, colored tape, or signs to assist participants in complying with physical distancing.
- ✓ Install physical barriers, such as sneeze guards and partitions at staffed kiosks.
- ✓ The event must be held at locations with the ability to restrict access (i.e. barriers and gating).
- ✓ Food services must adhere to the sector-specific guidance for restaurant and beverage services and camping areas must adhere to the sector-specific guidance for campgrounds.
- ✓ Entrances and exits must be staffed.
- ✓ The total number of patrons cannot not exceed 30 percent of the lowest occupancy load on the certificate of occupancy.

- ✓ Employees must wear masks over their nose and mouth while working at their place of employment, with the exception of participants whose faces are covered by appropriate safety gear.
- ✓ Patrons must wear masks over their nose and mouth, in accordance with Section II of Fourth Amended Executive Order 72.
- ✓ All individuals must maintain at least six feet of physical distancing between themselves and other participants who are not Family members as defined in Fourth Amended Executive Order 72.
- ✓ Prior to each race event, individuals must self-monitor their symptoms by taking their temperature to check for fever.
- ✓ Upon arrival and prior to gaining access to the raceway, the facility must screen individuals to ensure they do not have a temperature of 100.4° F (38° C) or greater, feel warm to the touch, or have had a history of feeling feverish in the last 72 hours without the use fever-reducing medication, and complete a COVID-19 symptom questionnaire, following the Virginia Department of Health Interim Guidance on Screening, Monitoring, and Testing Employees Returning to Work: Non-Essential Workforce
- ✓ Any individual who fails any of the screening requirements shall not gain admittance to the event.
- ✓ If an individual who was present at the event tests positive for COVID-19, or is a presumed case as indicated by a medical provider, within 14 days of the conclusion of the competition, the individual must notify the facility and event staff and the local health department.
- ✓ Prior to the event, organizers must establish a schedule for routine cleaning and disinfection of high-contact areas and hard surfaces, including door knobs/handles, tables/chairs, gates, restrooms, mass transit vehicles (shuttles), and shared equipment.
- ✓ Encourage participants to wipe down equipment after each use.
- ✓ To the extent tools or equipment must be shared, provide access to and instruct use of an EPA-approved disinfectant to clean items before and after use.
- ✓ Facilities must supply hand sanitizer stations or hand washing stations. All hand-washing stations and portable toilets shall be placed in a convenient location for use by individuals but away from congregate areas and arranged in a configuration that maintains at least six feet of physical distance between persons.

- ✓ Mass transit operators must wear masks. Operator areas should be cleaned and disinfected between shifts.
- ✓ Prohibit gatherings of more than 50 people indoors and more than 100 people outdoors.

BEST PRACTICES:

- ✓ Once an individual has passed the initial screening test an individual should be provided with a credential to wear throughout the event.
- ✓ All portable toilets should be spaced at least six feet apart.
- ✓ Entering and exiting the track should be executed in a sequenced manner in order to facilitate physical distancing and avoid congestion or congregation points. Competitors must leave as expeditiously as possible following their last race or event in order to limit contact and exposure to themselves and other participants.
- ✓ Use technology solutions where possible to reduce person-to-person interaction, including contactless payment, registration/entry forms, sign-in, judges' cards, scoring sheets, etc.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

[CDC Printable Flyer Vietnamese](#)

[FDA information](#)

GRADUATIONS AND COMMENCEMENTS

SCOPE: Awarding of a diploma or academic degree

In person graduation and commencement participants and organizers must either implement the following mandatory requirements or the event must not take place.

MANDATORY REQUIREMENTS:

Participants and organizers must strictly adhere to the physical distancing guidelines, enhanced cleaning and disinfection practices, and enhanced workplace safety practices provided in the “Guidelines for All Business Sectors” document. They must also adhere to the following additional requirements:

- ✓ Post signage at the entrance that states that no one with a fever or symptoms of COVID-19, a positive diagnostic test for the virus that causes COVID-19 in the prior ten days, or known exposure to a COVID-19 case in their prior 14 days, is permitted in the establishment.
- ✓ Post signage at the entrance of all indoor areas stating that persons must wear a mask in accordance with Fourth Amended Executive Order 72.
- ✓ Post signage to provide public health reminders regarding physical distancing, gatherings, options for [high risk individuals](#), and staying home if sick (samples at bottom of this document).
- ✓ The total number of persons for indoor venues cannot exceed the lesser of 30 percent of the lowest occupancy load on the certificate of occupancy, if applicable, or 500 persons. The total number of persons for outdoor venues cannot exceed the lesser of 30 percent of the lowest occupancy load on the certificate of occupancy, if applicable, or 5,000 persons.
- ✓ If no occupancy load has been determined, a ratio of 40 sq ft per person shall be used to determine occupancy limits – only square footage that is likely to be accessed may be included. A 100,000 sq ft outdoor venue, for example, would have an occupancy load of 2,500 - of which no more than 30% (750 persons) shall be permitted.
- ✓ Develop a plan for communicating to all attendees of the event.

- ✓ All persons must wear masks over their nose and mouth in accordance with Section II of Fourth Amended Executive Order 72.
- ✓ Eliminate sales of food and beverage. Water may be provided.
- ✓ Do not include side events in order to reduce the areas in which groups will congregate. These are events associated with but located outside of the formal gathering location, such as souvenir stations, gaming areas, tailgating, and designated food truck areas.
- ✓ Eliminate social congregation before, during, or after the event.
- ✓ Events that cannot implement crowd control and restrictions on occupancy limitations and physical distancing cannot take place.
- ✓ All shared items must be cleaned and disinfected between uses if possible. Establish protocols for limiting the sharing of objects that may not be cleaned or disinfected between uses, such as diplomas.
- ✓ Require ten feet of physical distancing between parties to limit handshakes, hugs, and other physical interactions.
- ✓ Ten feet of physical distance must be maintained between all performers and other persons. If live musicians are performing, they must remain at least ten feet from other persons and wear a mask. Performers who must remove their mask to play a wind instrument may do so as long as they maintain at least ten feet of physical distance from other performers.
- ✓ Reconfigure seating areas to allow appropriate physical distance between individuals by eliminating and closing select tables or seating areas, or by spreading them out to allow for adequate spacing.
- ✓ Queue lines, including those for entrance and exit, should follow physical distancing guidelines, allowing for six feet of separation between parties.
- ✓ Create a guest flow plan of modified queue lines into and within the facility. Determine areas likely to become bottlenecks or pinch points and adjust guest flow accordingly.
- ✓ Install visible markers for queue lines that separate people by six feet of physical distance. Sample markers are available in the [VDH Business Toolkit](#).

- ✓ Create and display physical distancing communication tools, including static signs, kiosks, audio announcements, or video announcements. Communications and announcements should include the requirement to wear masks at all times and to maintain appropriate physical distance between parties. Sample signage is available in the [VDH Business Toolkit](#).
- ✓ Ensure facility exits are configured to reduce the occurrence of bottlenecks and large gatherings.
- ✓ Where possible, install plexiglass barriers in front of commonly used point-of-sale or guest service stations.
- ✓ Promote frequent and thorough hand washing, including by providing a place to wash hands. If soap and running water are not immediately available, provide hand sanitizers. Additional hand hygiene requirements for Virginia employees and employers can be found in the Department of Labor and Industry's [Final Permanent Standard for Infectious Disease Prevention of the SARS-CoV-2 Virus that Causes COVID-19](#). Further hand hygiene guidance can be found on the [CDC website](#). A CDC training video is available here: <https://www.cdc.gov/handwashing/videos.html>.
- ✓ Practice routine cleaning and disinfection of high contact areas and hard surfaces, including check out stations and payment pads, store entrance push/pull pads, door knobs/handles, dining tables/chairs, light switches, handrails, restrooms, guest lockers, floors, and equipment. Follow CDC Reopening Guidance for Cleaning and Disinfection and use an EPA-approved disinfectant to clean. For high contact areas (e.g., in both public and staff areas), routinely disinfect surfaces at least every 2 hours.

BEST PRACTICES:

In addition to the requirements provided above, venues are encouraged to utilize the following best practices to the extent they are feasible:

- ✓ Stagger entrance and exit times. Create a guest flow plan. Use separate doors to enter and exit.
- ✓ Sanitizing wipes should be made available throughout the facility for guests to use on high-touch surfaces.

- ✓ Determine appropriate guest capacity levels for each facility to ensure compliance with physical distancing requirements, taking into account facility size, layout, and operational needs.
- ✓ Employers should remain cognizant of the potential for outdoor staff to experience overheating or breathing difficulties caused by using masks. When developing staff schedules, implement additional short breaks to increase the frequency with which staff can cool off indoors.

RESOURCES TO PRINT AND DISPLAY:

[CDC Symptoms English](#)

[Spanish CDC Symptoms](#)

[CDC Printable Flyer English](#)

[CDC Printable Flyer Spanish](#)

[CDC Printable Flyer Chinese](#)

[CDC Printable Flyer Korean](#)

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