**STANDARDS FOR ALL INDUSTRIES**

<table>
<thead>
<tr>
<th>COMPLIANCE</th>
<th>MOVEMENT AND ACTIVITY</th>
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<tbody>
<tr>
<td><strong>Adhere to CDC Guidelines for Businesses and Employers</strong></td>
<td><strong>Social Distancing</strong></td>
</tr>
<tr>
<td><a href="https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html">https://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html</a></td>
<td><strong>限 occupancy of indoor and outdoor spaces and gathering sizes to follow social distancing guidelines. If there is no way to control access of entry (egress) of outdoor spaces, spread out activities to double the normal footprint.</strong></td>
</tr>
<tr>
<td><strong>Adhere to ND Department of Health Recommendations and Resources for the Public</strong></td>
<td><strong>ALL RISK LEVELS</strong></td>
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</table>
| Risk levels and the statewide color-coded health guidance system provide situational awareness to help make informed decisions and adjust guidelines for businesses and event planners in order to prevent further spread and impact of the virus in communities; especially among vulnerable populations. Recommendations are intended to supplement and not replace local mandates. All local mandates must be followed. ND Smart industry-specific protocols are available at: https://ndresponse.gov/covid-19-resources/covid-19-business-and-employer-resources/nd-smart-restart/nd-smart-restart-protocols | • Always maintain 6-ft of social distancing.  
• Wear face coverings.  
• Contactless/electronic payment is preferred.  
• Provide plexiglass or other physical separation at point of service (e.g. cashiers), when feasible.  
• Provide signage and mark 6-ft increments where lines form.  
• Six feet of distance between tables.  
• Use outdoor spaces when feasible.  
• Follow ND Smart industry-specific protocols.  |
| **Complete the Workplace Assessment Tool for COVID-19** | (CONTINUED ON NEXT PAGE) |
**MOVEMENT AND ACTIVITY**

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| **Red/Critical Risk Level** — Only essential workers as defined by the United States Department of Homeland Security and essential travel are open.  
  - Require face coverings |
| **Orange/High Risk Level** — Only essential workers and essential travel are recommended. For businesses choosing to remain open, the following guidance is strongly recommended:  
  - Require face coverings  
  - All non-essential businesses are limited to 25% of the rated room capacity while social distancing. Limit individual family groups/party sizes to one household or fewer than 10 people per party.  
  - Outdoor spaces follow industry-specific Smart Restart protocols  
  - Operators should post their temporary occupancy limit prominently on all entrances.  
  - High-risk individuals and their caregivers should avoid crowds and large gatherings.  
  - Cancel gatherings of any size where social distancing cannot be maintained. |
| **Yellow/Moderate Risk Level** — Non-essential services and travel may be considered with caution. The following guidance is strongly recommended:  
  - Require face coverings  
  - All non-essential businesses are limited to 50% of rated room capacity but no more than 100 people while social distancing. Limit individual family groups/party sizes to one household or max of 10 people per party.  
  - Outdoor spaces follow industry-specific Smart Restart protocols.  
  - Operators should post their temporary occupancy limit prominently on all entrances.  
  - High-risk individuals and their caregivers should avoid crowds and large gatherings.  
  - Cancel gatherings of any size where social distancing cannot be maintained. |
| **Green/Low Risk Level** — Non-essential services and travel may be considered with fewer restrictions. The following guidance is strongly recommended:  
  - Strongly recommend or require face coverings.  
  - All non-essential businesses are limited to 75% of rated room capacity but no more than 200 people while social distancing. Party sizes may be more than 10 people. |

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### Social Distancing

- Outdoor spaces should follow industry-specific Smart Restart protocols.
- Operators should post their temporary occupancy limit prominently on all entrances. Posting templates are available at [ndresponse.gov](http://ndresponse.gov).
- High-risk individuals and their caregivers should take extra precautions to avoid crowds and large gatherings.

**Blue/New Normal Level** — Most normal occupancy activity can resume with heightened cleaning, standard precautions and awareness of health guidelines.

### Workplace Activity

**ALL RISK LEVELS**

- Wear [face coverings](#).
- Post signage at all entrances of the facility informing all employees and customers to follow everyday prevention practices:
  - Stay home when sick.
  - Wear face coverings.
  - Maintain 6-ft of social distancing.
  - Clean hands often.
  - Cover coughs and sneezes.

- Post signs at all entrances clearly indicating that no one may enter if they have symptoms of respiratory illness.
- Set specific shopping/business hours specifically for customers that are at higher risk.
- Train staff on employee health and safety protocols required by the business.
- Make accommodations for high-risk employees to work remotely or assign job tasks that minimize public interaction.
- Contactless/electronic payment systems are preferred.
- Minimize handling cash, credit cards, reward cards, and mobile devices where possible.
- When exchanging paper and coin money:
  - Provide employees hand sanitizer or easy access to a hand washing facility. **Clean hands frequently.**
  - Do not touch your face afterward.
  - Ask customers to place cash on the counter rather than directly into your hand.
  - Place money directly on the counter when providing change back to customers.
  - Wipe counter between each customer at checkout.
- Follow [ND Smart industry-specific protocols](#).

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### Personal Protective Equipment (PPE)

**ALL RISK LEVELS**
- Provide face coverings for all employees.
- Strongly recommend or require use of face coverings.
- Train staff laundering towels and cleaning equipment to properly wear and maintain safe use of Personal Protective Equipment (PPE). Follow OSHA requirements for the job tasks when required.
- Follow ND Smart industry-specific protocols.

### Hygiene and Cleaning

**ALL RISK LEVELS**
- Develop enhanced cleaning protocols for workstations, tables, equipment, restrooms, and other high-touch surfaces.
- Contactless/electronic payment systems are preferred or, if not feasible, disinfect all payment portals, pens and styluses after each use.
- Provide employees easy access to soap and water for handwashing or access to hand sanitizer before entering/leaving job sites and at cashier locations.
- Provide hand sanitizer at or near the entrance and cashier locations for use by the public.
- Provide effective disinfectant at or near the entrance to clean shopping carts.
- Keep chemicals out of reach of small children.
- Follow ND Smart industry-specific protocols.

### Special Measures

**ALL RISK LEVELS**
- Develop policies and procedures for prompt identification and isolation of sick staff and customers.
- Encourage customers to download the Care19 Apps to increase success levels with contact tracing. [BeLegendary.link/Care19](BeLegendary.link/Care19)
- Encourage testing for symptomatic employees and asymptomatic close contacts identified in the workplace.
- Ensure that ventilation systems of indoor spaces are operating properly and increase introduction of outdoor air as much as possible.
- Follow the guidance from the Environmental Protection Agency (EPA).
- Follow ND Smart industry-specific protocols.
**COMPLIANCE**

**Also Adhere to General Standards for all Industries**

It is critically important that jurisdictions continue to monitor local health criteria (number of cases reported, risk of transmission, level of community spread) and take necessary precautions to protect vulnerable populations to safely determine health guidance and mitigation measures. **Recommendations are intended to supplement and not replace local mandates. All local mandates must be followed.**

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<td>ALL RISK LEVELS</td>
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<tr>
<td>• Face coverings are required for both clients and staff.</td>
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<tr>
<td>• If necessary, increase 6-ft distance between workstations.</td>
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<tr>
<td>• Keep records of clients for contact tracing purposes if needed.</td>
</tr>
<tr>
<td>• Develop check-in and waiting areas that can accommodate 6-ft social distancing.</td>
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<tr>
<td>• Hold initial planning or health consultations by video conference whenever appropriate and where available.</td>
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<td>• Set specific shopping/business hours for only customers that are at higher risk.</td>
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<tr>
<td>• Screen clients and employees for symptoms that includes temperature checks.</td>
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<tr>
<td>• Implement client screening questionnaire and advise client of modified appointment safety protocols within 24 hours of appointment.</td>
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<tr>
<td>• Employers should keep thorough daily records of employees and any close contacts.</td>
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<tr>
<td>• Appointment only with contactless payment option. Walk-in appointments are not recommended.</td>
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<tr>
<td>• Plastic partitions for manicures and pedicures are recommended when feasible.</td>
</tr>
<tr>
<td>• Postpone services that require work on the face to the extent possible; such as, procedures that would require removal of face coverings.</td>
</tr>
<tr>
<td>• Clients and employees should avoid bringing unnecessary personal items into the place of business.</td>
</tr>
<tr>
<td>• No food or beverage (other than commercially packaged) should be served within the facility.</td>
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### Personal Protective Equipment (PPE)

**ALL RISK LEVELS**
- Require face coverings for both patrons and staff.
- Providers are encouraged to wear eye protection during procedures that may have risk for aerosolization.
- Use any PPE required by OSHA prior to COVID. Ensure proper PPE use and training is available to all providers.
- Businesses are strongly recommended to limit services that require removal of face coverings.

### Hygiene and Cleaning

**ALL RISK LEVELS**
- Develop enhanced cleaning protocols for workstations, equipment, restrooms, treatment rooms, and other high-touch surfaces.
- Porous surfaces should be covered with washable or disposable coverings.
- Remove unnecessary decorations and waiting room items that cannot be sanitized.
- Remove products such as oils and lotions from the treatment rooms; sanitize bottles between uses.
- Salon chairs, massage tables, and accessories such as pillows, cushions and bolsters should be disposable or covered with a material that can be cleaned and sanitized.
- Adjust appointment times for enhanced cleaning between customers.
- Keep inventory of clean or unused capes/outer-clothes coverings on hand; launder between clients.
- Store laundry in clean containers clearly labeled clean versus soiled. Gloves should be worn when handling soiled laundry.

### Special Measures

**ALL RISK LEVELS**
- Encourage customers to download Care19 Apps to increase success with contact tracing. BeLegendary.link/Care19
- Increase ventilation and air exchange with outdoor air. If fans or hair dryers are used, make sure air from fan/dryer is not blowing directly from one person toward another.