



## COVID19 Business Specific Health & Safety Form CAMPGROUNDS, RV PARKS, OUTDOOR RECREATION

**NOTE:** In order to self-certify compliance at [www.mendocinocountybusiness.org](http://www.mendocinocountybusiness.org), you must **read and implement** the County of Mendocino-specific guidelines for Campgrounds, RV Parks and Outdoor Recreation issued in the June 12, 2020 Public Health Order.

In order to fill out this form and create a health and safety plan for your business, refer to the [State of California Guidelines for Campgrounds, RV Parks and Outdoor Recreation](#) and the [County of Mendocino Public Health Order dated June 12, 2020](#). A health and safety plan is required to operate.

1. Describe the type of signage you will have and locations.

Store and office have one way system in and out. Multiple signage (masks on, social distancing and do not enter if you have any symptoms at every entrance. Store also has a barrier only allowing 3 people maximum at a time inside.

2. Describe the PPE you will provide to your employees and guests.

All employees have access to masks, gloves and eye protection. Guests can purchase masks.

3. Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques.

All employees have gone through the appropriate training and given a written procedure on our sanitizing and cleaning techniques. It is mandatory for our staff to use masks and gloves, eye protection is voluntary, but is available to them.

4. Describe your plans for protecting your employees' health

We have a daily meeting with staff, checking for any symptoms, also they must fill out a temperature log with a non contact temperature gage. This is filled out daily before starting their shifts. They also have managers cell numbers in case of developing any symptoms to contact

immediately and not come into work.

5. Describe your plans for protecting the health of clients and guests.

Before arriving we have implemented an email notice " Covid 19 Code Of Responsibility "that each guest must fill out and sign. This asks them many questions in regards to symptoms. See attached.

6. Describe how you will prevent crowds gathering at your facility.

Our staff have been trained to talk to guests about not gathering in crowds and ONLY to gather in their "social bubble" which is in the same as the counties guidelines.

7. Describe how your will enforce physical distancing at your facility.

We have signage throughout the park also our staff have been trained to talk to guests about the social distancing of 6 feet or more. If guests continue to not follow these or any other rules after being warned they will be evicted from the park.

8. Describe the payment methods you will use (contactless is preferred).

We have an online reservation system which they can book and pay, 80 percent of our bookings are through this contactless system. Also in the office, we have a credit card terminal for guests to use and are wiped down between uses.

9. Provide the name, phone number and email address (optional) of the person or persons you have designated as the contacts for your property and who can be on the property within an hour.

Jack Harrison Manager 707-499-4663

10. Reservations are required. What are your methods for taking reservations and appointments?

We have an online reservation system which they can book and pay. Check in is at the office, minimal contact with guests.

11. Describe the limit on the number of guests permitted in each tent site, RV site, and cabin (regardless of size). Our sites range from 2 to 6 persons per site.

12. Describe the occupancy limitations for your campground or RV Park.

We do not allow occupancy levels to exceed what each sites maxium occupancy are.

13. How many hours are necessary between tent site, RV site or cabin rentals for required cleaning and disinfection?

Our check out is 11:00 AM and check in is 3:00pm so most guests have at the very least a 4 hour difference or us to sanitize and clean. Many guests choose to depart early and some arrive as late as 10:00 PM giving many hours between guests.

- 14.** Describe the method you'll use to keep physical distancing between tent or RV sites.

Our sites already have plenty of distance between each one, ranging from 15' to 30' between sites.

- 15.** Describe the signed agreement you have with guests regarding compliance with County of Mendocino Public Health Orders.

All guests will be required to sign our "Code Of Responsibility" form outlining our expectations for all guests to comply with the counties requirements. See attached.

- 16.** Describe the methods you will use to clean and disinfect communal restroom and shower facilities.

Every two hours we go into the restrooms/shower facilities and go through our sanitizing procedure and cleaning log filled out.

- 17.** Describe the measures you will take to clean swimming pools and surrounding areas.

Pool and area will be cleaned twice a day and a daily log filled out.

- 18.** If your facility has a food/dining area, describe the measures you will take ensure the safety of guests and employees. Guests can also order online and pick up at a pick up window.

We have converted most of the inside dining to our outside patio area, we have installed partitions and acrylic for protection of our staff. All utensils and glasses are disposables. We sanitize between each customer. And have developed a one way system in and out. All staff are provided the PPE that are necessary for them to perform their duties.

- 19.** Describe the measures you will take to clean and disinfect communal laundry facilities.

Every two hours we go into the Laundry facilities and go through our sanitizing procedure, this is then filled out on a log.

- 20.** Describe the specialized training you will give to grounds and building personnel.

All staff has been trained in using the required PPE when going in and out of inclosed locations in the park. In addition to this they have been trained on the sanitizing procedure, and given MSD sheets on the sanitizing chemicals that they are using.

- 21.** Describe the measures you will take to communicate with visitors and keep them safe.

Guests upon check in will be given a "Park Expectations" & "Code of Responsibility" notice. This outlines our expectations of their responsibilities while here at the park. See attached.

- 22.** If you have a charter boat, describe how you plan to keep people six (6) feet apart while waiting for the trip to begin and on a fishing trip. Non applicable.

**23.** Describe your methods for sanitizing equipment such as high touch surfaces, life vests and equipment. Non applicable.

*Your Business Specific Health & Safety Plan will become public record.*