



## 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.
  - a. County of Mendocino Health Department signage will be posted at the top and bottom of the trail to the campground, on the men's and women's restroom, shower areas and on the door to the reservation office.
  - b. Handwashing signs and distancing signs will be inside the men and women's restroom.
2. Describe the PPE you will provide to your employees and guests.
  - a. Employees will be provided with masks and gloves.
  - b. Campers will be advised that they must wear masks that they must provide when traversing in camp.
3. Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques.
  - a. Employees have been provided the appropriate disinfecting chemicals and PPE and a manager has gone over the use of them, including time frames and procedures.
  - b. Employees have been provided with a copy of the CDC guidelines for cleaning and disinfecting public spaces, workplaces and businesses.

4. Describe your plans for protecting your employees' health
  - a. Employees have been directed to stay home if sick.
  - b. Employees must take their temperature before coming to work.
  - c. Employees have been provided information on how the virus is spread in accordance with the CDC information.
  - d. Employees have been directed on frequent handwashing, distancing and disinfecting common surfaces.
5. Describe your plans for protecting the health of clients and guests.
  - a. Guests will be required to social distance from non-family or non-social bubble people.
  - b. Guests will be provided with a handout on Covid-19 prevention and will be asked to sign a document indicating they will follow the guidelines.
6. Describe how you will prevent crowds gathering at your facility.
  - a. Group area will be closed.
  - b. Campsites will have a limit of 6 per site which will include family only, or 4 if in a household or social bubble.
7. Describe how your will enforce physical distancing at your facility.
  - a. Signage will be posted and the ground will be marked for safe distancing for the purpose of check in.
  - b. Bathrooms will have a limit to the number of occupants. One person per each stall.
8. Describe the payment methods you will use (contactless is preferred)
  - a. Credit card or ATM card
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.
  - a. Two staff members live on site. Tessa Howard in site # 18 and Fred VonAlmen in site # 5
  - b. In their absence contact 911
10. Reservations are required. What are your methods for taking reservations and appointments?

- a. Reservations are accepted by phone.
11. Describe the limit on the number of guests permitted in each tent site, RV site, and cabin (regardless of size).
- a. One family unit per site with two adults and maximum of four children.
  - b. Four adults per site if they are members of the same household or in a social bubble.
12. Describe the occupancy limitations for your campground or RV Park.
- a. Guest camping for tents or RVs are limited to 75% of available rental sites. This means 20 camper sites will be in use.
13. How many hours are necessary between tent site, RV site or cabin rentals for required cleaning and disinfection?
- a. Sites have only electrical (some) and water (all) hook ups. Check out time is 1PM. One hour is provided to disinfect the faucets and outlets and picnic tables as campers leave.
14. Describe the method you'll use to keep physical distancing between tent or RV sites.
- a. Large logs separate each site and 25% of the sites will be vacant. Campers will be spaced apart with their rigs and tents as well.
15. Describe the signed agreement you have with guests regarding compliance with County of Mendocino Public Health Orders.
- a. The agreement will have information on the spread of Covid-19.
  - b. The agreement will inform the campers that wearing masks while traversing in camp is required.
  - c. It will inform the campers that social distancing is required.
  - d. The form will be signed by the adult.
16. In the event your facility has a guest who contracts Covid-19, what are your plans for quarantine and isolation?
- a. If a camper contracts Covid-19 and must be quarantined on site they will be provided a campsite away from other campers. However, there are no private shower or bathroom facilities on site; if campers become sick they will be encouraged to seek medical attention and return to their homes for quarantine and isolation.
  - b. The typical camper at Anchor Bay stays for a weekend or one week.

17. Describe the methods you will use to clean and disinfect communal restroom and shower facilities.
  - a. Showers and bathrooms will be cleaned and disinfected using an EPA approved disinfectant against Covid-19 every two hours by the maintenance staff. Maintenance staff will wear gloves and a mask while performing these duties.
18. Describe the measures you will take to clean swimming pools and surrounding areas. NA
19. If your facility has a food/dining area, describe the measures you will take ensure the safety of guests and employees.
  - a. The group picnic area will be closed.
20. Describe the measures you will take to clean and disinfect communal laundry facilities. NA
21. Describe the specialized training you will give to grounds and building personnel.
  - a. Staff have been provided with detailed instructions on office operations and maintenance and cleaning information. They were provided the training verbally and in writing.
22. Describe the measures you will take to communicate with visitors and keep them safe.
  - a. Visitors and campers will be required to stand 6 feet from the reception door.
  - b. Employees will wear masks during all interactions with visitors and campers.
23. 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. NA
24. Describe your methods for sanitizing equipment such as high touch surfaces, life vests and equipment.
  - a. Counter at reception will be cleaned with a disinfecting wipe after each customer.
  - b. Dishwashing area will be cleaned with a disinfectant every two hours and a disinfecting spray will be available for camper use.

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