

MENDOCINO COUNTY COVID19 HEALTH AND SAFETY FORM FOR TRANSIENT LODGING AT MOUNTAIN HOUSE ESTATE, LLC

1. Describe the type of signage you will have and locations. We will post signs at our entrance and other locations reminding guests: (a) not to enter if they feel sick with flu-like symptoms such as cough, fever, or trouble breathing, etc.; (b) to maintain a physical distance of >6 feet while with people not in their household or Household Support Group or in public settings; and (c) requiring face coverings when with people not in their household or Household Support Group or in public settings.

2. Describe the PPE you will provide to your employees and guests. We will supply masks, gloves, hand sanitizer, as well as CDC-approved cleaning products such as alcohol-based (>70% alcohol) or bleach-based surface cleansers, along with fresh unused sponges, paper towels, etc. to our employees and guests. We will also supply a touchless thermometer.

3. Describe your plans for training employees and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques. We have already communicated with our professional janitorial company the cleaning and sanitation protocols that follow the COVID-19 INDUSTRY GUIDANCE of the California Department of Public Health and Cal OSHA for Hotels, Lodging and ShortTerm Rentals. We have provided a copy of this Guidance to our employees. As noted above, we have supplied the property and employee with ample masks, gloves and CDC-approved cleaning supplies for use in cleaning and sanitizing per the Guidance referenced above.

4. Describe your plans for protecting your employees' health. We have supplied our employees with ample masks, gloves, hand sanitizer and emphasized sanitizing or washing hands frequently throughout the day. There is sufficient supply of masks and gloves so that they can be changed frequently. We have provided our employees CDC and State COVID 19 Guidelines. We have instructed employees to not to come to work if they have a temperature above 98.6 or any flu-like symptoms. We have set up a schedule in which landscaping and maintenance employees do not interact with guests or the professional janitorial company staff.

5. Describe your plans for protecting the health of clients and guests. We will clean and sanitize the facility according to the recommended protocols laid out in COVID-19 INDUSTRY GUIDANCE promulgated by the California Department of Public Health and CAL-OSHA. We will use CDC-approved cleaning and sanitization products. We provide a touchless thermometer, and ample supply of hand sanitizer, masks (if they did not bring their own), gloves and cleaning products for the guests' use. Upon request we will provide guests with a copy of the property's COVID-19 Safe Business Operations Protocol and this self-certification Health and Safety Plan.

6. Describe how you will prevent crowds from gathering at your facility. We have provided hosts pursuant to the Mendocino County Health Order dated November 17, 2020 (which provides "[a] public and private gatherings of any number of people bringing together persons from multiple households, living units or Stable Groups, at the same time for a shared or group experience in

a single room, space or place are prohibited (except for the limited exceptions for faith-based services, cultural ceremonies, and protests expressly permitted by State Orders”), gatherings, other than of people within a single household or Household Support Group or other Stable Group or outdoor wedding ceremonies or other outdoor cultural ceremonies are prohibited at Mountain House Estate, Outdoor wedding ceremonies (not receptions) are expressly permitted by California State and Mendocino County law not only at houses of worship but at private venues like Mountain House Estate, LLC, see, e.g., COVID19.CA.GOV/About COVID-19 Restrictions, updated January 25, 2021 (viewable at <https://covid19.ca.gov>) ; Mendocino County Health Order dated November 17, 2020; and Mendocino County Health Order Frequently Asked Questions (viewable at www.mendocinocounty.org/community/shelter-in-place), (“May wedding venues (other than Places of Worship) open for in-person weddings? Yes. For counties, like Mendocino, in the ...purple...tier, wedding ceremonies (only) may be outdoors (not indoors) at places of worship...in addition to secular locations.”). Accordingly, beginning in 2021, we will resume hosting wedding ceremonies at Mountain House Estate, but only with the following safety and health precautions and others provided in COVID-19 Industry Guidance: Places of Worship and Providers of Religious Services and Cultural Ceremonies, as amended July 29, 2020: a. We request the host provide and “maintain a sign-in sheet for attendees of services and cultural ceremonies for at least 14 days after such event for the limited purpose of facilitating COVID-19 case investigation and contact tracing,” as required by the November 17, 2020 Mendocino County Health Order, paragraph 6a. b. ceremonies will be held only outdoors; c. all guests will be required to stand or sit at least 6 feet apart; d. all guests will be required to wear masks and we will have additional masks available for any guest who needs one; e. guests will be asked to walk or drive separately to the ceremony rather than carpooling or sharing a shuttle bus; f. we will supply hand sanitizers for use during ceremonies g. wedding ceremony guests will be required to leave our premises following the ceremony; only those who are part of a single household or Household Support Group lodging on our property (or who otherwise meet the Mendocino County 3 household outdoor gatherings guidance set forth in Mendocino County Public Health Guidance for Permissible Outdoor Private Gatherings) will remain on premises after the ceremony. The property is not open to the public.

7. Describe how you will enforce physical distancing at your facility. Because we don't permit guests from more than a single household or Household Support Group or other Stable Group to lodge/gather together in our lodging, these guests do not need to physically distance themselves from each other at our facility. Through posted signage, provision of CDPH/Cal OSHA guidelines and Mendocino County Health Orders, guests are made aware of the need to physically distance from people outside their household or Household Support Group. In addition, our lodging guests will be provided with a copy of, and required to sign, a SafeMendocino Guest Agreement, requiring a variety of prophylactic behaviors including physical distancing. For guests not lodging with us, such as wedding ceremony guests, we will apply the prophylactic measures noted above in answer to question 6. The wedding couple is contractually required to enforce these rules. In addition, a wedding planner and/or our COVID19 contact person will be on hand to ensure compliance.

8. Describe the payment methods you will use (contactless is preferred). We use only contactless internet based payment methods.

9. Provide the name, phone number and email address of the person you have designated as the COVID19 contact for your property. In your response, state whether they are onsite or available within one hour of a call. For Mountain House Estate, LLC John Alden is our COVID19 contact. He lives on the 40 acre property. His phone number is 707-385-1410 ext 1. His email address is John@mountainhouseestate.com.

10. Reservations are required. What are your methods for taking reservations and appointments? We take reservations electronically via the internet.

11. Describe the limit on the number of guests permitted in each room, unit or vacation rental (regardless of size). We permit lodging together in our farmhouse of only one household or Household Support Group, as defined in section 7.g.ii. of the November 17, 2020 Mendocino County Health Order ("Household Support Group" means a Stable Group of 12 individuals, over a four-week period, who engage in the sort of support and activities which are typical of members of the same household (e.g., carpooling, transporting children, childcare, family recreation, religious services, etc.) regardless of whether they physically occupy the same dwelling.") Up to 2 people may lodge together in our cottage, provided they likewise are from the same household or Household Support Group.

12. Describe the occupancy limitations for your hotel or vacation rental. We are limiting occupancy as described above. Thus, no more than 2 guests – if they meet the definition of a single household or Household Support Group as defined in the Mendocino County Health Order, section 7.g.ii – may stay overnight in a single room with an attached bathroom. All rentals are for a single night,

13. In the event you facility has a guest who contracts Covid-19, what are your plans for quarantine and isolation? The guest will be offered the use of a single room, away from all others, for the isolation period of 14 days.

14. Sauna, hot tub, steam room, pool? Mountain House Estate does not have these facilities.

15. Describe the signed agreement you have with guests regarding compliance with County of Mendocino Public Health Orders. Overnight guests will be required to sign the SafeMendocino Guest Agreement. All contracts with individuals booking directly with us now expressly require compliance with Mendocino County Health Orders as well as our self-certification.

Business name: Maintain House Estate, LLC
Facility Address: 33710 Hwy 128 Closterdale CA 95425
Approximate gross square footage of space open to the public: 10 acres

1. **Signage:**

- Signage at each public entrance of the facility to inform all employees and customers that they should: avoid entering the facility if they have a cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, or new loss of taste or smell; maintain a minimum six-foot distance from one another; sneeze and cough into a cloth or tissue or, if not available, into one's elbow; and not shake hands or engage in any unnecessary physical contact.
- Signage posting a copy of the Social Distancing Protocol at each public entrance to the facility.

2. **Measures for Employee Training:**

- Information on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.
- Self-screening at home, including temperature and/or symptom checks using CDC guidelines.
- The importance of not coming to work if employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19.
- To seek medical attention if their symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.
- The importance of frequent handwashing with soap and water, including scrubbing with soap for 20 seconds (or using hand sanitizer with at least 60% ethanol or 70% isopropanol when employees cannot get to a sink or handwashing station, per CDC guidelines).
- The importance of physical distancing, both at work and off work time (see Physical Distancing section below).
- Proper use of face coverings*, including:
 - Face coverings do not protect the wearer and are not personal protective equipment (PPE).
 - Face coverings can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.
 - Employees should wash or sanitize hands before and after using or adjusting face coverings.
 - Avoid touching eyes, nose, and mouth.

- Face coverings should be washed after each shift.

***NOTE: See Appendix A for a summary of the County of Mendocino's Facial Coverings Order effective May 1, 2020**

- Ensure temporary or contract workers at the facility are also properly trained in COVID-19 prevention policies and have necessary PPE. Discuss these responsibilities ahead of time with organizations supplying temporary and/or contract workers.
- Information on employer or government-sponsored leave benefits the employee may be entitled to receive that would make it financially easier to stay at home.

3. Measures To Protect Employee Health (check all that apply to the facility):

- Everyone who can carry out their work duties from home has been directed to do so.
- All employees have been told not to come to work if sick.
- Symptom checks are being conducted before employees may enter the work space.
- All desks or individual work stations are separated by at least six feet.
- Break rooms, bathrooms, and other common areas are being disinfected frequently, on the following schedule:

- Break rooms: *Daily*
- Bathrooms: *Daily*
- Other ():

- Disinfectant and related supplies are available to all employees at the following location(s):

in mechanical/janitorial room & Shop

- Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):

Four locations in the event center, two outdoors

- Soap and water are available to all employees at the following location(s): *6 bathrooms*

- Copies of this Protocol have been distributed to all employees.

- Describe other measures:

Signage, instruction

4. **Measures To Prevent Crowds From Gathering (check all that apply to the facility):**

- Limit the number of customers in the store at any one time to [insert maximum number here], which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.
- Post an employee at the door to ensure that the maximum number of customers in the facility set forth above is not exceeded.
- Placing per-person limits on goods that are selling out quickly to reduce crowds and lines.
Explain:

N/A

- Optional—Describe other measures:

5. **Measures To Keep People At Least Six Feet Apart (check all that apply to the facility):**

- Placing signs outside the store reminding people to be at least six feet apart, including when in line.
- Placing tape or other markings at least six feet apart in customer line areas inside the store and on sidewalks at public entrances with signs directing customers to use the markings to maintain distance.
- Separate order areas from delivery areas to prevent customers from gathering.
- All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.

- Optional—Describe other measures:

6. **Measures To Prevent Unnecessary Contact (check all that apply to the facility):**

- Preventing people from self-serving any items that are food-related.
 - Lids for cups and food-bar type items are provided by staff; not to customers to grab.
 - Bulk-item food bins are not available for customer self-service use.

- Not permitting customers to bring their own bags, mugs, or other reusable items from home that must be handled by employees. Customers bringing their own reusable items that do not require handling by employees is permissible.
- Providing for contactless payment systems or, if not feasible, sanitizing payment systems regularly. Describe: *All done via internet*
- Optional—Describe other measures (e.g. providing senior-only hours):

7. Measures To Increase Sanitization (check all that apply to the facility):

- Businesses and facilities re-opening should comply with the CDC Reopening Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools and Homes (<https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>)
- N/A* Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets.
- N/A* Employee(s) assigned to disinfect carts and baskets regularly.
- Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else inside the store or immediately outside where people have direct interactions.
- N/A* Disinfecting all payment portals, pens, and styluses after each use.
- Disinfecting all high-contact surfaces frequently.
- Optional—Describe other measures:

Any additional measures not included here should be listed on separate pages, which the business should attach to this document.

You may contact the following person with any questions or comments about this protocol:

Name: *John Alden*
 Phone number: *707 385 1410 ext 1*