# A close up of a sign Description automatically generated

# COVID19 Business Specific Health & Safety Form

**PLACES OF WORSHIP**

**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 Movie Theaters and Family Entertainment Centers 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 Places of Worship](https://covid19.ca.gov/pdf/guidance-places-of-worship.pdf) and the [County of Mendocino Public Health Order dated June 12, 2020](https://www.mendocinocounty.org/home/showdocument?id=36100). A health and safety plan is required to operate.

1. Describe the type of signage you will have and locations **We downloaded the signage from the Mendocino County web page (Important, Notice, and Attention) and have placed them at all door entrances. We have a reminder to wash hands for 20 seconds posted above the bathroom sink.**
2. Describe the PPE you will provide to your employees, volunteers and congregants. **We have provided gloves, disposable masks, and hand sanitation dispensers/stations. We have a thermometer to check our temps. All furniture will be wiped down before and after services/meetings.**
3. Describe your plans for training employees, volunteers and temporary workers on the use of PPE; disinfection; sanitation and other cleaning techniques. **We held our first meeting with the staff and Ministry Leaders on Wednesday, June 16th, to instruct them in the Covid-19 Health & Safety Protocols. Ongoing meetings will be scheduled monthly until all Ministry Leaders and volunteers have had the training.**
4. Describe the methods used for cleaning religious garments and linens.  **We do not use religious garments.**
5. Describe your plans for protecting your employees' and volunteers’ health.  **We will follow the guidelines set out by the Centers for Disease Control and Prevention. All supplies will be kept in a central area for individual use. We have arranged furniture to accommodate the 6’ distancing standard.**
6. Describe your plans for protecting the health of congregants. **We have arranged our sanctuary in the 6’ social distancing protocol. We have two handless soap dispensers available. We are providing disposable masks, gloves, and hand sanitizing stations in the church building. We have volunteers who will be in charge of the cleaning of the facility before and after the services.**
7. Describe how you will prevent crowds gathering at your facility. **Only our front doors will be open before service begins. This will help control the flow of traffic. We have arranged to have a greeting table set up outside the front doors where temperatures will be taken and health questions asked for each individual entering the premises.**
8. Describe how you will enforce physical distancing at your facility. **Seating has been organized to accommodate the 6’ distancing protocol. Our ushers and trained volunteers will remind the congregants, if necessary. 6’ distancing markers are in place for the bathrooms.**
9. Describe alternative methods of worship, for example, live streaming, etc**.**  **We do offer live streaming of our services for those members wanting to participate from home.**
10. If applicable, describe the payment methods you will use (contactless is preferred). **Most of our members are donating online at the present time. However, for those wishing to give an offering we have a stationary basket where congregants may place their offering. There will be no passing of an offering plate.**
11. Describe how you will ensure that shared items such as audio headsets are disinfected. **Our cleaning team will disinfect all headsets before and after each service. All audio equipment and services will be wiped down. All common touch surfaces (piano, stands, computer, mouse, etc.) will also be cleaned.**
12. Describe the occupancy limitations for the indoor facility and outdoor area. **Our occupancy limitation for our church is approximately, 50 people, including staff and volunteers. It is the responsibility of our greeters to keep a head count at the front doors. We will not be having any outdoor activities.**
13. Describe the limitations in number of services and any methods for maintaining stable groups of congregants. **We will have only one service on Sundays and possibly a Wednesday Night Bible Study. We will ask congregants to sit with their families or in social bubbles. We also have individual seating available.**
14. Children attend places of worship. What are your plans for their care during services? **We have let our membership know by text and hard mail that children will be required to sit with their parents.**
15. Describe how you will reconfigure seating and walking areas to maintain six feet of physical distancing between congregants. **We have already positioned our seating arrangements to configure to the 6’ distancing recommendation. Signs are posted to remind members to stay 6’ apart. Ushers and volunteers will verbally remind members, if needed.**
16. Describe alternatives for items such as fonts, sinks and vessels and equipment used to eliminate contaminant (water) splash. **N/A**
17. If applicable, describe how you will indicate separate entry and exits to/from your facility. **All members and visitors will enter through our front doors. When services are over, we will open our two back exit doors for easier departure.**
18. Describe your methods for reconfiguring parking areas to avoid congregation points. **We will have a sandwich board sign asking members to distance park (every other parking space.)**
19. Describe how you will ensure physical distancing in restrooms.  **Signs will be posted regarding social distancing in bathrooms. We have 6’ markers by the bathroom sink. A volunteer will check to ensure that everyone is in compliance.**
20. If your facility serves food and/or beverages, describe the health and safety guidelines you have taken to protect employees and congregants. **We will not be serving any food but we will offer bottled water. The water will be placed on a table and members can take what they need.**
21. Singing and group recitation are known to spread COVID19. Describe the steps you have taken to discontinue singing and recitation. **Members will be wearing their masks inside the building, even when singing. We have only one singer/pianist who will be leading the music. We will sing one song at the beginning of the service and one song at the conclusion. The piano has been positioned in such a way that it is 10’ or more away from the first arrangement of chairs.**

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