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JUL 02 2020  
MENDOCINO COUNTY  
ENVIRONMENTAL HEALTH

**COVID19 SELF-CERTIFICATION FORM**

<b>Business Type:</b>	Transient Lodging (Including Vacation Rentals)
<b>Business Name:</b>	THE APPLE FARM LLC
<b>Business License #:</b>	115151
<b>Business Owner Name</b> First: Last:	KAREN BATES
<b>Business Owner Phone:</b>	707 621 0335
<b>Business Website (optional):</b>	www.philoapplefarm.com
<b>Business Address</b> Street: City: State / Zip	18501 GREENWOOD RD PHILO, CA 95466 /

All individuals (and businesses) must follow County and State Health Officer orders which are issued under the authority of California law. As a condition of re-opening, current orders +15105043284 require, among other things, local business compliance with state and local industry-specific guidance and submission of self-certification forms. State Statute explicitly provides that Health Officer orders may be enforced by the local sheriff or other peace officers of the County. Violation of the Orders may subject a person or business to criminal or civil penalties, as well as other legal consequences. In particular, any business that violates the Health Officer's orders risks committing negligence per se, may expose itself to civil liability for all damages created by any viral transmission that occurs at their place of business. \*

I read and understand the foregoing.

**Minimizing In-Person Interactions**

Encourages employees to work remotely to promote social distancing in the workplace when feasible	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Re-engineered/restructured operations to provide for six feet distancing	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A



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When feasible products and services are offered online	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
When products or services cannot be offered online, physical contact is limited between employees and customers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The number of people allowed in a business at a given time has been limited	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Daily Monitoring of Employee Health Requirements</b>	
Employee's temperature is verified to be below 100.0 degrees Fahrenheit	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Employees are required to conduct self-assessments using an online tool such as <a href="https://www.mayoclinic.org/covid-19-self-assessment-tool">https://www.mayoclinic.org/covid-19-self-assessment-tool</a>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Implementation of personal protective equipment such as gloves, masks and other protective measures deemed appropriate for the nature of the business operations	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Safe Business Practices Requirement</b>	
Communicates and educates employees and management to carry out COVID-19 mitigation plans and protocols	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Makes available to all employees hand sanitizer and other sanitation products for the frequent cleaning of employee and customer work spaces	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Wipes down doors, handles, and surfaces on a very frequent basis and between customers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A



### COVID19 SELF-CERTIFICATION FORM

Provides training to employees on COVID-19 mitigation measures for customer-facing activities (e.g. cleaning and sanitizing standards, etc.)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Signature:</b> _____ <i>Karen Bates</i>	
<b>Date:</b> _____ <i>6/24/20</i>	

**Mail this completed certification form (with any required attachments) to:  
County of Mendocino Environmental Health, 860 N. Bush Street, Ukiah, CA 95482**

THE APPLE FARM  
18501 GREENWOOD RD  
PHILO CA  
95466  
[karen@philoapplefarm.com](mailto:karen@philoapplefarm.com)  
707 621-0335

## TRANSIENT LODGING HEALTH AND SAFETY PLAN DURING COVID 19

1. Our guests need to make reservations through our website. We have added a special page entitled Health and Safety and make reference to the situation on each page of the website that is connected with staying with us.
2. Our business is diverse and we have signs posted at our Farmstand and in our main Commercial Kitchen that give the basic health and safety guidelines. We will also print out the card size information provided and post it in each of our cottages. Each cottage in addition to the posted basic health and safety guidelines will be provided with complimentary paper towels, spray bottle of sanitizer, and hand sanitizer. Complimentary masks and gloves are also available. Each room has hot and cold water and a sink and pump soap and clean towels.
3. We normally have two employees, besides the owners who are trained to clean our cottages and get them guest ready. We are going to have just one of those employees be responsible for everything to do with cleaning rooms and laundry associated with them. Our employee is provided with mask, gloves, apron and coverups for cleaning the rooms. Guests are instructed to leave the doors and windows open on departure, hang up their towels and turn back the beds to give everything plenty of time to air. Each cottage is stand alone and has fans and great circulation. Our employee will enter the room only after at least 24 hours – longer when possible- to remove soiled linens, which will be taken directly the washing machine and laundered. Dirty linens will not be allowed to collect in the laundry room. Rooms surfaces will be cleaned and sanitized with special attention to most touched areas, then allowed to air as long as possible before beds are remade and fresh towels brought in. Pillows will have double cases and beds will have double bottom sheets to wash with each turnover so that the mattress pads do not have to be laundered as often. Our showers are large and there are no shower curtains to wash. We line dry all of our sheets and pillowcases in the sun and wind. Towels are dried in the dryer.  
Most of the time guests are not present when cleaning is being done, so our employee will not be impacted by the presence of guests.

The cleaners and sanitizers we use include 3% Hydrogen Peroxide, simple natural soap, baking soda, bleach and powdered chlorinated cleanser, 70 plus ethyl or 90+ isopropyl alcohol. Different surfaces require different cleaners and sanitizers, but will be cleaned prior to being sanitized. We - the owners\_ will be working closely with our designated employee to assure that each room gets the attention it needs. We feel that this will avoid the confusion and extra communication of having too many people involved. We are a small operation with low turnover. We expect to spend a lot of

time working closely together to make sure everything is done properly. We – the owners –live close by on the property and are available 24 hrs a day by cell phone. Our home is 50 yards from the cottages.

5. Breakfast trays will be provided for pick up in our open air potting shed –area at a designated time each morning. Coffee and tea setups will be provided in each room. Guests will not be entering the kitchen/dining area as we have done in the past. We will be asking guests to either take their tray back to their room or to their designated set of outdoor furniture. They will either return it to the potting shed, where it will be washed and dried before being returned to the main kitchen. Special requests will be handled by text or cell phone. Guests will be allowed to walk the property while respecting proper social distancing between each other and our residents on the property.

7. -8.

Reservations are all done and paid for in advance through our website. Guests use either self check in or text with their ETA so that we can meet them (masked and distant) and direct them to their cottage. Additional charges can be handled at our Farmstand on check out or through our reservation system. We use the square system with a dock for touchless processing.

9. Karen and Tim Bates are owners living on the property. Rita Bates and her husband Jerzy Skupny also live on the property. Our cell phone numbers are on the information card in each room.

Karen 707-621-0335 karen@philoapplefarm.com

Tim 707-621-0336 tim@philoapplefarm.com

Rita

Jerzy

10. All enquiries are directed to the website. From there we ask them to email us if they are not able to complete their reservation without assistance. Often a phone conversation is had as well. Our farm phone number ,707 895-2333 does not accept messages. Karen and Tim's cell numbers are listed in the message directing guests to the website. We have very little walk in business and with the virus situation we will be even less likely to be able to accommodate walk-ins.

11. One – three adults per room depending on bed configuration. one - two children additionally. We do not allow overcrowding. Usually it is a family unit, sometimes close friends.

12. We are allowing a minimum of 48 hours between rentals and our website reservation system is set up to make that time unavailable.

13. Guests are directed to the compliance agreement in the process of making their reservation. They can't complete their reservation without signing and agreeing to the terms.

14. We are holding back rental of our Room with a View for potential quarantine or isolation. It will be ready and available and is upstairs in our main building with its own separate outdoor entrance.

15. We do not have a sauna, hot tub or steam room. We have removed our common outdoor lounge and won't be offering the campfire ring or the other common areas for guests use at this time.

16. We will continue to keep abreast of the situation and adapt our practices accordingly as well as working closely with our staff to implement current practices as well as adapt to specific situations as they arise.