



COVID19 Business Specific Health & Safety Form

TRANSIENT LODGING

NOTE: In order to self-certify compliance at www.mendocinocountybusiness.org, you must **read and implement** the County of Mendocino-specific guidelines for Transient Lodging, including short-term vacation rentals, 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 Transient Lodging](#) 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. *Must practice social distancing at six feet apart, Must wear a face mask and do not enter if you are feeling sick. The signage will be on the front door and at the front desk. Also, throughout the building.*
2. Describe the PPE you will provide to your employees and guests. *We provide employees, with masks gloves and sanitizer.*
3. Describe your plans for training employees and temporary on the use of PPE; disinfection; sanitation and other cleaning techniques. *Employees are trained in proper use of face covering masks and use of disposable gloves and to change them often and at each room. They are trained to use industrial strength disinfectant for cleaning all surfaces in rooms. Clorox bleach must be used for washing linens and towels. Employees instructed to maintain a 6 foot minimum distance customers and not to enter occupied room.*
4. Describe your plans for protecting your employees' health. *We practice social distancing at six feet apart, employees must wear face masks, wash hands, use sanitizer, wear gloves, and may not enter a room until 24 hours after guest has left. Disinfectant is used on everything.*
5. Describe your plans for protecting the health of guests. *There is a 24-hour time lapse before a room will be re-rented. All rooms are thoroughly sanitized with industrial strength disinfectant. All linens/towels are washed in Clorox bleach. Guests are also instructed to wear face masks when*

outside of room and maintain a minimum 6 foot distance.

6. Describe how you will prevent crowds gathering at your facility. *There are no common areas open for guests to gather, and guests must also wait in a queue to enter Motel office.*
7. Describe how your will enforce physical distancing at your facility. *Rules are posted and enforced by Motel staff.*
8. Describe the payment methods you will use (contactless is preferred). *Credit card by phone.*
9. Provide the name, phone number and email address (optional) of the person or persons you have designated as the COVID19 contacts for your property. In your response, state whether they are on-site or available within one hour of a call. *Colombi Motel, 707-964-5773, colombibiz@hotmail.com.*
10. Reservations are required. What are your methods for taking reservations and appointments? *Over the phone or through Airbnb.*
11. Describe the limit on the number of guests permitted in each room, unit, or vacation rental (regardless of size). *Only two people per room.*
12. Describe the occupancy limitations for your hotel or vacation rental. *Up to 70% of our rooms may be occupied to provide spatial distancing.*
13. How many hours are necessary between separate room or unit occupancies on your property? *24 hours.*
14. Describe the signed agreement you have with guests regarding compliance with County of Mendocino Public Health Orders. *Persons over the age of 12 must wear face masks that cover their nose and mouth and practice social distancing by staying six feet apart. Also, if they are feeling sick they should let us know right away so they we can take care of the situation right away. I will also let customers know that if they are feeling sick before their date of arrival then it is best to cancel their reservation and to stay home until they are better.*
15. In the event your facility has a guest who contracts Covid-19, what are your plans for quarantine and isolation? *We will immediately contact health authorities, and strongly urge guest stay isolated within room*
16. If your property has a sauna, hot tub or steam room, is it operational? *We do not have one.*

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