



# Roadmap to Recovery: Manufacturing Guideline

## **FACE COVERINGS:** All industries must:

- Require their employees, contractors, owners, and volunteers to wear a face covering at the workplace and when performing work off-site;
- Inform customers about wearing a face covering, post signs, and advise those in line or in the store;
- Take reasonable steps to keep people not wearing a face covering from entering their business, and
- Refuse service to anyone not wearing a face covering.
- Exceptions: (1) a medical professional has advised against wearing a face covering for health-related reasons; or (2) wearing a face covering would create a risk to staff related to their work. (3) someone has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the face covering without assistance; or (3) children 2 years or younger. Children 2 – 12 years old are encouraged to wear a mask with adult supervision. Children 12 and older must wear a mask.
- For detailed information, visit: <https://www.yolocounty.org/coronavirus-roadmap>.

**SOCIAL DISTANCING:** All industries must utilize social distancing measures (of at least 6 feet), as well as in common spaces, such as breakrooms, meeting rooms, etc.

MAY 6, 2020

## Manufacturing Protocol

### BACKGROUND

In light of the COVID-19 pandemic, Yolo County will allow the reopening of the non-essential manufacturing industry with the following guidelines in order to protect the safety of employees.

### PROTOCOLS

**For the manufacturing industry, the following protocols will reduce the risk of exposure to the coronavirus:**

- Require workers to stay home if they are sick.
- Remove or rearrange chairs and tables, or add partitions to tables, in break rooms and other areas workers may frequent to increase worker separation. Identify alternative areas to accommodate overflow volume such as training and conference rooms or using outside tents for break and lunch areas.

- Discourage employees from using colleagues’ phones, desks, workstations, radios, handhelds/wearables, or other work tools and equipment.
- Workers should not share protective equipment. If use is deemed necessary, clean and disinfect them before and after use.
- Frequently clean and sanitize, in accordance with CDC and EPA guidelines, all high-traffic and high-touch areas.
- Provide disinfectants and disposable towels workers can use to clean work surfaces.
- Make available to all employees soap and water for handwashing, and/or provide alcohol-based hand sanitizer containing at least 60 percent alcohol.
- Designate a site-specific COVID-19 supervisor to enforce this guidance. The designated COVID-19 supervisor shall always be present on the construction site during manufacturing activities. The COVID-19 supervisor can be an on-site worker who is designated to carry this role.

### Other recommendations for consideration:

- Establish flexible work hours (e.g., staggered shifts and meal and rest breaks), if feasible.
- For work activities where social distancing is a challenge, consider limiting the duration of these activities and/or implementing innovative approaches, such as temporarily moving or repositioning workstations, including along processing lines, to create more distance so that workers are six feet apart in all directions (e.g., side to side and when facing one another) or installing barriers (e.g., plexiglass shields) between workstations.
- Monitor public health communications about COVID-19 recommendations for the workplace and ensure that workers have access to and understand that information.

## RESOURCES

### Yolo County

<https://www.yolocounty.org/coronavirus>

<https://www.yolocounty.org/coronavirus-guidance>

<https://www.yolocounty.org/shelter-in-place>

<https://www.yolocounty.org/coronavirus-roadmap>

### State of California

<https://covid19.ca.gov/>

### California Department of Public Health

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/ncov2019.aspx#>

### Other

[www.osha.gov/coronavirus](http://www.osha.gov/coronavirus) or 1-800-321- 6742

[https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-business-response.html](https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-business-response.html)

<https://www.osha.gov/Publications/OSHA3990.pdf>