Does your business fit into one of the five categories below?

1. Essentials for people to eat, stay healthy and well, and work:
   - Grocery/Convenience Stores/Food Production
   - Restaurants (no dine-in; delivery, take-out, and pick-up only)
   - Supplies to work from home

2. Healthcare and Public Health Operations, hospitals, and clinics:
   - Veterinary clinics
   - Virtually all other healthcare operations

3. Human Services
   - Most social service providers remain open

4. Government Essential Function

5. Public Infrastructure
   - Construction
   - Utilities
   - Telecomm and internet
   - Transportation

Factors to consider:
- Can employees work from home?
  - Yes: Work from home and minimum business operations only (payroll, security, and inventory)
  - No: Tasks Must Be Performed at Facility
- Minimum business operations only (payroll, security, and inventory) and telecommute, if available.
- Veterinary clinics
- Virtually all other healthcare operations
- Most social service providers remain open
- Construction
- Utilities
- Telecomm and internet
- Transportation

The following must be implemented:

1. Designate six-foot distances with signage, tape, or by other means for employees and customers in lines
2. Consider staggering employee shifts (e.g. one week in the facility, one week at home) to minimize the number of employees coming into contact with the same surfaces
3. Sanitize office spaces and facility frequently
4. Provide lots of available hand sanitizer and soap