



Business Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Business Address: \_\_\_\_\_ Occupancy: \_\_\_\_\_

## COVID-19 Business Checklist

Businesses must follow guidelines set forth in City of Rolla Ordinance No. 4547

Subject to the following restrictions:

- \_\_\_\_\_ Provide hand-sanitizing stations at entrances and high volume places.
- \_\_\_\_\_ Cleaning/Disinfecting schedule or plan of all areas and frequently used electronic equipment.
- \_\_\_\_\_ Screening staff of symptoms and temperature readings.
- \_\_\_\_\_ Develop and implement Infectious Disease Preparation & Response Plan

### Restaurants, Bars, and Retail Food Establishments

Businesses are encouraged to provide pickup, drive-through, or delivery services.

- Employees who take food orders/serve prepared foods are required to wear a protective mask
- Seating should be limited to no more than 8 individuals.
- Tables and seating must be arranged to visibly identify at least 6' separation between any other tables and seating as if occupied.
- Bars and restaurants with bar facilities shall remove bar stools and bar seating to prevent patrons from gathering and congregating at the bar.
- Self-serve dining is allowable, if the food is distributed from a dedicated server.
- No table settings allowed. Disposable menus only and cleaning/sanitizing table between customers

### Personal Service Businesses (tattoo parlors, massage therapy, barber shops, hairdressers, nail salons)

Businesses are to encourage patrons to wear a protective cloth mask per CDC guidelines.

- Employees are required to wear a protective mask when interacting with any customer
- Businesses shall operate with scheduled appointments only
- Lobbies or waiting rooms shall be limited to no more than 3 persons
- Facilities, therapeutic chairs or beds, and other shared equipment shall be thoroughly sanitized between patrons.

### Retail, Commercial and Manufacturing Businesses

- Businesses must ensure 6' social distancing for all employees and customers
- If 6' social distancing is not reasonably maintained at all times employees shall either wear a protective mask or be shielded by an installed barrier.
- Businesses must maintain "Occupancy Limit" at all times.

Received by: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Inspected by: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Corrective Action Needed: \_\_\_\_\_