

Distributed by the City of Middletown Health Department



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Department
of Health

#IN THIS TOGETHER
Ohio

#RESPONSIBLE RESTART
Ohio

Responsible RestartOhio

Manufacturing, Distribution & Construction



Employees, Distributors, & Guests

Mandatory

- **Ensure minimum 6 ft between people, if not possible, install barriers**
- Businesses must require all employees to wear facial coverings, except for one of the following reasons:
 - Facial coverings in the work setting are prohibited by law or regulation
 - Facial coverings are in violation of documented industry standards
 - Facial coverings are not advisable for health reasons
 - Facial coverings are in violation of the business's documented safety policies
 - Facial coverings are not required when the employee works alone in an assigned work area
 - There is a functional (practical) reason for an employee not to wear a facial covering in the workplace
 - Practical reasons include, but are not limited to, high temperatures in facilities or employees separated by more than 6 feet or by a barrier when performing the jobs on the manufacturing floor

(Businesses must provide written justification to local health officials, upon request, explaining why an employee is not required to wear a facial covering in the workplace. At minimum, facial coverings (masks) should be cloth/fabric and cover an individual's nose, mouth, and chin.)
- Employees must perform daily symptom assessment*
- Require employees to stay home if symptomatic
- Require regular handwashing
- Stagger or limit arrivals of employees and guests
- Have employees work from home whenever possible

Recommended Best Practices

- Consider having distributors and guests wear face coverings at all times
- Provide stipend to employees for transportation

Shift Pattern

- Daily disinfection of desks and workstations
- Change shift patterns (e.g. fewer shifts)
- Stagger lunch and break times

- Split into sub-teams, limit contact across sub-teams
- Reduce pace to allow less FTEs per line

Physical Spaces / Workstations

- **Ensure minimum 6 ft between people, if not possible, install barriers**
- Daily deep disinfection of high-contact surfaces
- Space factory floor to allow for distancing
- Regulate max number of people in cafeterias/ common spaces
- Establish maximum capacity

- Close cafeteria and gathering spaces if possible, or conduct regular cleanings
- Daily deep disinfection of entire facility

Confirmed Cases

- Immediately isolate and seek medical care for any individual who develops symptoms while at work
- Contact the local health district about suspected cases or exposures
- Shutdown shop/floor for deep sanitation if possible

- Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications
- Once testing is readily available, test all suspected infections or exposures
- Following testing, contact local health department to initiate appropriate care and tracing

*Per the CDC, symptoms include cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, and new loss of taste or smell.

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