



Winnebago County
Health Department

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Public Health Administrator

May 1, 2020

Essential Businesses

Dear Manager,

Beginning May 1, the Governor's Executive Order requires residents to wear a face covering in a public place. Using a cloth face covering in public will reduce the spread of COVID-19 and help people who may have the virus, and do not know it, from transmitting it to others. This order especially applies to include essential employees interacting with customers and with fellow coworkers. These interactions create a potential situation for community-based transmission.

Face Coverings:

The mandatory face coverings for essential workers (non-healthcare) are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and medical first responders.

A cloth face mask should:

- Fit snugly but comfortably against the side of the face
- Be secured with ties or ear loops
- Include multiple layers of fabric
- Allow for breathing without restriction
- Be able to be laundered and machine dried without damage or change to shape

Instructions to create a face mask can be found on the CDC at:

https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html?deliveryName=USCDC_2067-DM25135

Please ensure that your employees wear face coverings when they are at work.

Essential Business Guidelines:

- Ensure all employees who are not able to maintain 6 foot social distance wear face coverings
- Limit store occupancy to 50% of store capacity
- Set up aisles to be one way with signage and/or floor markings
- Communicate social distancing with in-store signage and announcements
- Discontinue the use of reusable bags
- If applicable...
 - Stagger shifts
 - Reduce line speeds in manufacturing settings
 - Operate **ONLY** essential lines in manufacturing settings
 - Have employees work from home if possible

Thank you for your work as an essential business and your help in reducing the spread of COVID-19.



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