

As of June 30<sup>th</sup>, this document is no longer in force. It may be used as guidance.

# In-Store Retail Operations COVID-19 Requirements

## Summary of June 2, 2021 changes:

- Clarified rule changes for fully vaccinated individuals.
- Linked updated Department of Labor & Industries guidance.

## Summary of May 3, 2021 changes:

- Removed section on fitting rooms.

### For Phase 1:

- In-store retail is limited to 25 percent of indoor occupancy limits.
- Common/congregate seating areas and indoor dining facilities such as food courts are closed.

### For Phase 2:

- Common/congregate seating areas and indoor dining facilities such as food courts are open and subject to [Restaurant, Tavern, Breweries, Wineries and Distilleries COVID-19 Requirements](#).
- In-store retail is limited to 25 percent of indoor occupancy limits.

### For Phase 3:

- In-store retail is limited to 50 percent of indoor occupancy limits.
- Common/congregate seating areas and indoor dining facilities such as food courts are open and subject to [Restaurant, Tavern, Breweries, Wineries and Distilleries COVID-19 Requirements](#).

## Requirements Specific to In-Store Retail Operations

1. Arrange contactless pay options, pickup, and/or delivery of goods wherever possible.
2. Customer Traffic Management
  - a. Guest occupancy must be kept at or below the appropriate percentage for the phase of the county outlined above. This limit does not include employees in the calculation.
  - b. Place distance markers outside of the facility in order to maintain six-foot physical distancing requirements for customers waiting to enter. Assign employees to assist and monitor customers waiting to enter.
  - c. Arrange the flow of customers to eliminate choke points and reduce crowding. Mark high traffic areas with six-foot markers to maintain physical distancing requirements.
  - d. Place conspicuous signage at entrances and throughout the store alerting staff and customers to the required occupancy limits, six-foot physical distancing guidance, and policy on face coverings.
  - e. Place distance markers in check-out lines in order to maintain six-foot physical distancing requirements for customers waiting to check out.

- f. Ensure minimum six-foot physical distancing requirements are maintained between customers, cashiers, baggers, and other staff except when collecting payments and/or exchanging goods. Sneeze guards or other barriers should be placed throughout the retail establishment at all fixed places of prolonged interaction between employees that could be less than 6 feet.
  - g. When possible, establish hours of operation that permit access solely to high-risk individuals as defined by the CDC.
3. Sanitation
- a. Frequently sanitize additional high-touch areas including customer restrooms, fitting rooms, doors, check-out counters, and other areas like shopping cart handles.
  - b. Ensure operating hours allow downtime between shifts for thorough cleaning.
  - c. Ensure that employee including handhelds/wearables, scanners, radios, or other work tools and equipment are properly cleaned before and after use.
4. Any common/congregate seating areas and indoor dining facilities such as food courts are closed.
5. Malls and Other Shopping Centers
- a. Apply aforementioned in-store customer traffic management and sanitation guidance as it relates to additional customer common areas in all facilities.
  - b. Ensure all tenants adhere to curbside and/or in-store retail guidance.
6. Adopt a written COVID-19 procedure at least as strict as the requirements of the Washington State Department of Labor & Industries available here: <https://www.lni.wa.gov/forms-publications/F414-164-000.pdf> and in accordance with Washington State Department of Health guidance for businesses available here: <https://www.doh.wa.gov/Emergencies/COVID19/ResourcesandRecommendations#business>.
7. Designate a site-specific COVID-19 supervisor to monitor and enforce the COVID-19 safety plan. A copy of the plan must be available at all locations and available for inspection by state and local authorities.

### **Fully Vaccinated Individuals:**

\*\*\* Nothing in this section repeals any of the other provisions found in this document. Rather, this section creates limited exemptions for fully vaccinated individuals. \*\*\*

1. Customers: In accordance with the Secretary of Health's [Order 20-03.2](#), fully vaccinated individuals are exempt from the requirement to wear a face covering. A person is fully vaccinated against COVID-19 two weeks after they have received the second dose in a two-dose series (Pfizer-BioNTech or Moderna) or two weeks after they have received a single-dose vaccine (Johnson and Johnson/Janssen).

Fully vaccinated individuals are also exempt from physical distancing requirements.

To implement this section, businesses may:

- a. Implement an honor system;
  - b. Engage with customers to ask about vaccination status;
  - c. Require proof of vaccination status; or
  - d. Continue mandating the use of face coverings.
2. Employees: Follow the requirements from the Department of Labor & Industries [here](#).

### **Safety and Health Requirements**

All employers have a general obligation to maintain a safe and healthy workplace in accordance with state and federal law and safety and health rules for a variety of workplace hazards. Employers must specifically ensure operations follow the main Labor & Industries COVID-19 requirements to protect workers. COVID-19 workplace and safety requirements can be found [here](#).

Additional information is available at [Novel Coronavirus Outbreak \(COVID-19\) Resources](#) and [Paid Leave under the Washington Family Care Act and the Families First Coronavirus Response Act](#).

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