

COVID-19 Mitigation Plan

During the epidemic, in order to effectively ensure the health and safety of staff, we stopped hiring temporary workers. Any non-staff are prohibited from entering without permission. The job will be done by myself and other family members (only one person), there is no other barracks for employees. Keep the personal tools and disinfect them before and after use.

If we find that anyone is unwell, I will report to the Department of Public Health in time and pay close attention to the latest news on Guam. Before the epidemic is over, strictly abide by Guam's epidemic prevention and control instruction.

The epidemic mitigation plan are as follows:

1. **Mandate the Wearing of Face Mask and Communicate Social Distancing Policies:**
 - Develop and communicate social distancing policies or refine and update currently existing polices to include social distancing requirements. Physical workspace modifications such as:
 - Face coverings is required to be worn by all food employees a
 - To the extent possible, all employees and customers shall maintain 6 feet distance
 - Separating desks and workstations;
 - Modifying open floor plans by, for example, adding partitions;
 - Making only certain workstations available.
 - Closing or modifying common/conference rooms and break rooms/cafeterias;
 - Stagger shifts, breaks, and meals so that employees are not in the same areas at the same time.
2. **Displaying markings or signs reminding customers and employees:**
 - To maintain social distancing of at least 6 feet;
 - To avoid touching surfaces unnecessarily;
 - To wash your hands properly and regularly;
 - Use gel hand-sanitizer when hand-washing facility is not readily available;
 - To wear a mask.
3. **Limit In-Person Interactions and Physical Contact:**
 - Instructing employees not to use other employees' work spaces / equipment or share items;
 - Setting staggered or spaced lunch/break schedules;
 - Ensuring seating in all waiting areas meets social distancing requirements and
4. **Train Employees on Social Distancing Policies and Protocols:**
 - Managers/supervisors to enforce policies and protocols and designated as responsible contacts for overseeing and ensuring implementation

Implement Regular Screening Protocols for Employees, Customers/Clients, or Other Workplace Visitors:

- Screen employees and vendors before entering the facility and ask if they are experiencing any possible COVID symptoms.
 - Anybody with COVID symptoms will not be permitted in the facility.
 - Employees with COVID symptoms are not permitted to work

Assess Sanitary Workplace Conditions and Policies:

- Clean and disinfect highly touch areas (door handles, tables, counters)
- Increase cleaning and disinfection of the entire establishment
- Ensure that toilet facilities and handwashing sinks are thoroughly and regular cleaned and disinfected.
- Have adequate approved cleaning and disinfection supplies to perform enhanced cleaning and disinfection.
- Follow CDC's Cleaning and Disinfecting Decision Tools