



COVID-19 Public Health

SUPPLEMENTAL ORDER- SOCIAL DISTANCING REQUIREMENTS FOR STORES THAT SELL GROCERIES

Issued: May 1, 2020

Effective Date: May 1, 2020 at 6:00 p.m.

**Expiration Date: Stay at Home Order no longer in Effect
in the State of Illinois**

Mike Charley
Public Health Director
Department of Public Health
Village of Oak Park

Pursuant to Village of Oak Park Resolution 20-120 dated March 13, 2020, the Oak Park Village Board declared an emergency affecting the public health due to the outbreak of the COVID-19 disease pursuant to Section 8-10-5 of the Illinois Municipal Code, 65 ILCS 5/8-10-5, and Sections 2-6-10, 2-27-9 and 20-1-6(Z) of the Oak Park Village Code through April 6, 2020. Said emergency was first extended through May 5, 2020 pursuant to Village Resolution 20-124 and is now been extended through June 1, 2020 pursuant to Village Resolution 20-128 dated April 27, 2020. Pursuant to the resolutions, the Village's Public Health Director has the authority to make "reasonable rules, regulations and orders . . . as may from time to time be deemed necessary for the preservation and improvement of the public health and for the suppression of disease."

SUPPLEMENTAL ORDER

1. Stores that sell groceries have been determined to be essential businesses in Illinois Governor JB Pritzker's stay at home order issued on March 20, 2020 pursuant to Executive Order 2020-10 (COVID-19 Executive Order No. 8) (hereinafter referred to as the "Order"). Governor Pritzker's Order has been extended through May 29, 2020 pursuant to Executive Order 2020-32 (COVID-Executive Order No. 30).
2. Governor Pritzker's Order provides that local governments may adopt "provisions that are stricter" than those contained in his Order. [COVID-19 Executive Order No. 30](#) at Section 2(18).
3. Pursuant to my authority as the Village's Public Health Director set forth above, I have determined to issue this Supplemental Order with regard to stores that sell groceries (hereinafter referred to as "stores") due to the outbreak of COVID-19 disease in the Village of Oak Park ("Village") in order to implement the social distancing requirements set forth in Governor Pritzker's executive orders set forth above.
4. Stores must post a sign(s) at their entrance(s) and throughout their stores alerting customers that customers and employees must maintain at least six-feet social distancing from other

individuals.

5. Stores must post sign(s) at their entrance(s) and throughout their stores alerting customers and employees that they must wear a face covering in public places or when working. Any individual who is over age two and able to medically tolerate a face-covering (a mask or cloth face-covering) shall be required to cover their nose and mouth with a face-covering when in a public place and unable to maintain a six-foot social distance.
6. Where possible, I recommend that stores provide employees with appropriate face coverings and require that employees wear face coverings where maintaining a six-foot social distance is not possible at all times.
7. Stores must announce the social distancing requirement set forth in Section 4 above through their public address systems if applicable throughout the hours a store is open for customers.
8. Stores must set up floor markers in their stores that designate the six-feet social distance customers must keep from each other while waiting to check out and pay for their items.
9. Stores must have designated employee(s) regularly walk the floor to ensure that customers are following the social distancing requirement and the face covering requirement contained in Governor Pritzker's Order set forth above and provide guidance and direction as necessary.
10. Stores must stagger the number of customers in their store at one time to allow for the social distancing requirements set forth above to be met.
11. Stores must control the flow of shoppers through their stores by use of one-way aisles with conspicuous signage and/or floor markings to reduce the frequency of customers crossing paths.
12. Stores must place shield guards in front of cashiers and/or baggers that may not have the ability to meet the social distancing requirements when serving customers.
13. Stores must discontinue use of reusable bags in their stores.
14. Stores shall encourage the use online delivery or curbside pickup capabilities for customers if a store provide such service(s).
15. Stores shall encourage the use of self-checkout lanes by customers if a store has such lanes so as to reduce the interaction between employees and consumers and also reduce the handling of money between consumers and employees.
16. Stores shall encourage the use of cashless purchases to reduce the danger of transmission through cash.

17. Where possible, stores shall provide hand sanitizer and sanitizing products readily available for employees and customers.
18. Stores are prohibited from offering self-service prepared foods, including hot bars, cold bars, and buffets.
19. Stores are prohibited from offering product sampling or tastings.
20. Store employees who have symptoms (fever, cough, shortness of breath) should notify their supervisor and are required to stay home and not report to work. Sick employees must follow the Centers for Disease Control and Prevention ("CDC") steps as set forth at <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>, which is also incorporated herein by reference. Employees shall not return to work until the criteria to discontinue home isolation are met as set forth in the CDC web link in consultation with their healthcare providers, the Illinois Department of Public Health and the Village of Oak Park Public Health Department.
21. Stores must post the attached guidance from the Illinois Department of Public Health (IDPH) and the Illinois Attorney General regarding workplace safety during the COVID-19 emergency. This guidance is also posted on the [Illinois Department of Public Health website](#).
22. The Village shall post a COVID-19 customer occupancy limit at each store subject to this Order to limit the number of customers in a store at one time. The occupancy limit shall be based upon the sales floor square footage and the social distancing requirements set forth herein.
23. All customers waiting to enter a store must use a grocery shopping cart between each customer in order to maintain the social distance requirement herein between customers. The grocery shopping cart should be continued to be used by the same customer while the customer shops in a store if possible. In addition, stores shall designate with signage, tape, or by other means six-foot spacing for customers in line to maintain an appropriate six-foot social distance between customers.
24. Where possible, I recommend that stores have designated special hours for the elderly (over age 60), pregnant women and those with compromised immune systems to lessen their exposure to large crowds and possible exposure to COVID-19 as also recommended by the State of Illinois.
25. Nothing contained in this Order is intended to, or shall operate to, supersede any applicable State or federal law, order or rule, and to the extent of any conflict, such State or federal law, order or rule shall be applicable.
26. If any provision of this Order or its application to any person or circumstance is held to be invalid, then the remainder of the Order, including the application of such part or provision to

other persons or circumstances, shall not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

27. A store's failure to comply with the Order may result in one or all of the following: (1) a charge of Reckless Conduct brought against it pursuant to Section 12-5 of the Illinois Criminal Code, 720 ILCS 5/12-52, which is a Class A misdemeanor which may result in a sentence of imprisonment up to one year and/or a fine of not less than \$75 not to exceed \$2,500; (2) the rescission of licenses necessary to operate a business if applicable (e.g., business license and/or liquor license); (3) an order of closure issued by the Village's Public Health Department; or (4) civil liability.

DISTRIBUTION: Department Directors
 Village Board of Trustees
 Post to Village Website



Workplace Health and Safety Guidance for Employees and Staff of Businesses

April 30, 2020

Practice Social Distancing

Pursuant to Executive Order 2020-32 (Stay at Home Order), your employer must comply, to the greatest extent feasible, with **social distancing requirements**. This means that your employer should:

- Make sure that you can maintain **at least 6 feet of physical separation** between yourself and others around you, including your co-workers and customers.
- Mark with **signage or tape** 6-foot spacing for employees and customers to maintain appropriate distance from one another.
- **Provide face coverings** to employees, especially when it is not possible to maintain at least 6 feet of space between you and another person.
- Provide **handwashing stations** with soap, clean water, and single use paper towels and **encourage frequent handwashing** for 20 seconds or longer.
- **Provide hand sanitizer (with at least 60% alcohol) & sanitizing products** for employees and customers.
- **Regularly clean** high-touch surfaces including doorknobs, light switches, shared equipment, toilet handles, sink faucets, and clock in/out areas.

Do Not Work if You Are Sick

You should not report to work if you are experiencing **symptoms of Coronavirus Disease (COVID-19)**, including fever (100.4° or above), cough, shortness of breath, sore throat, chest tightness, extreme fatigue, loss of sense of taste or smell, diarrhea, muscle aches, or headaches.

If you are experiencing any of these symptoms, stay home and call your doctor.

Who You Can Contact if You Have Concerns About Social Distancing in Your Workplace

If you have concerns that your employer is not allowing for safe social distancing or that it is not maintaining a safe and sanitary work environment to minimize the risk of spread of COVID-19, please contact the Workplace Rights Bureau of the Illinois Attorney General's Office at 844-740-5076 or workplacerights@atg.state.il.us.

If you believe that two or more employees at your workplace have COVID-19, please notify your local public health department. A list of local health departments can be found here:

http://www.idph.state.il.us/IDPHPrograms/v_LHDDirectory>Show-V-LHDDirectory-Public.aspx

Pursuant to Section 25(b) of the Whistleblower Protection Act, 740 ILCS 174, businesses are prohibited from retaliating against an employee for disclosing information when the employee has reasonable cause to believe that the information discloses a violation of a state or federal law, rule, or regulation.

For more information about COVID-19, including ways to protect yourself and others, visit the Illinois Department of Public Health's COVID-19 website: <https://www.dph.illinois.gov/covid19>.



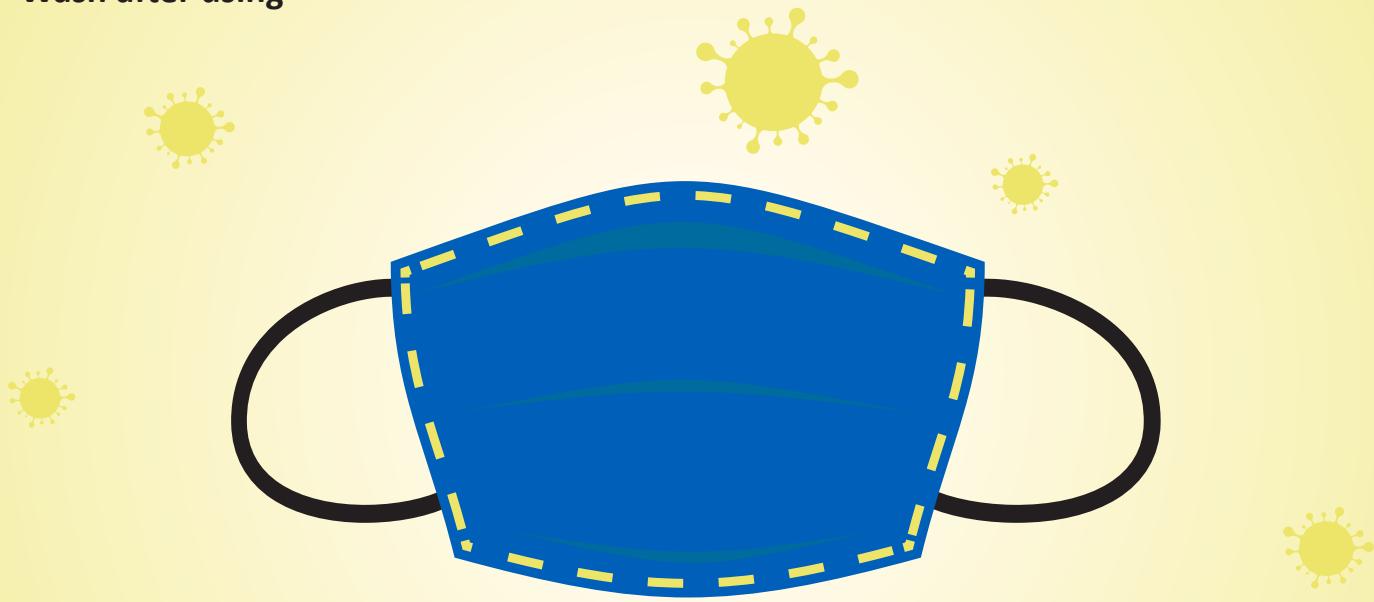
Face Covering Do's & Don'ts

DO:

- ✓ Make sure you can breathe through it
- ✓ Wear it whenever going out in public
- ✓ Make sure it covers your nose and mouth
- ✓ Wash after using

DON'T:

- ✗ Use on children under age 2
- ✗ Use surgical masks or other personal protective equipment (PPE) intended for health care workers



How to Wear a Cloth Face Covering

Cloth face coverings 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





Guidance for Grocery Stores

Keep employees and customers safe during the COVID-19 pandemic

- Screen employees daily for fever, cough, shortness of breath.
- Send sick employees home.
- Prohibit self-serve foods and product sampling.
- Post signs at the entrance and in store warning customers to maintain 6-feet separation.
- Designate an employee to ensure customers practice social distancing – keeping 6-feet apart – and offer guidance as needed.
- Mark floors in checkout lanes to show how far apart shoppers need to be from each other.
- If available, encourage self-checkout lanes.
- Promote the use of cashless purchases – tap and pay, credit/debit cards.
- Consider prohibiting reusable bags.
- Set up hand sanitizer stations in the store for customers and staff.
- Clean and sanitize surfaces often.
Keypads, shopping carts and baskets, electronics, doorknobs, countertops
- Encourage employees to frequently wash their hands with soap and warm water. Scrub for 20 seconds.



COVID-19

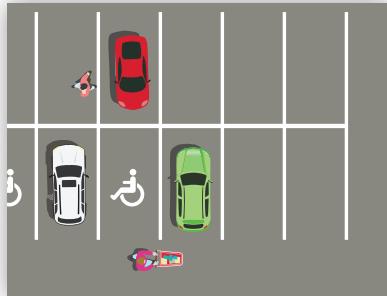
Guidance for Grocery Shopping

Stay home if you are sick.

Consider food or meal delivery; have family or friends shop for you.



Go shopping at a time that's less busy.



Keep social distance while in the store
(6-feet or two arms-length from other shoppers and grocery store staff).



Use sanitizing wipes to clean and disinfect carts and shopping baskets.



Bring a germicide to wipe your hands before and after shopping.

Use tap and pay or credit/debit cards for purchases to reduce the risk of transmission through money.



Use self-checkout lanes where possible to limit contact with employees.



Use curbside pickup or grocery delivery services.



Don't use reusable bags.



When you return home, wash your hands after handling packages and when finished putting items away.

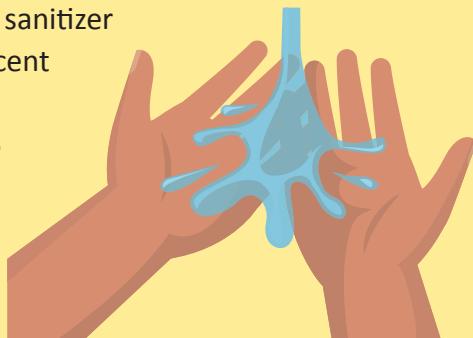


COVID-19 Social Distancing

Social distancing actions are taken to restrict when and where people can gather to stop or slow the spread of coronavirus disease (COVID-19) or other infectious diseases in communities. Social distancing actions include prohibiting groups of people coming together, closings buildings and canceling events.

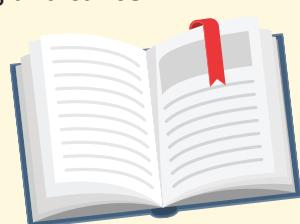
Protect yourself and your community

Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, and after blowing your nose, coughing or sneezing. If you don't have soap or water, use an alcohol-based hand sanitizer with at least 60 percent alcohol. Avoid close contact with people who are sick and stay home when you're sick.



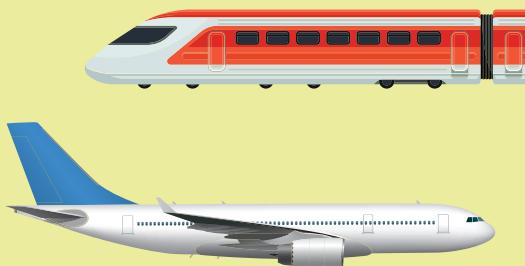
Universities and colleges

Implement web-based learning and cancel campus meetings and gatherings.



Public transit

Avoid public transit, if possible, and travel only when necessary.



Change your daily habits

Avoid shopping at peak hours and take advantage of delivery or pick-up services with retailers.



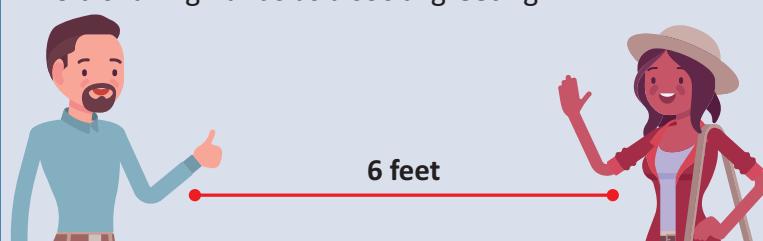
Work with your employer

Cooperate with leadership to change company practices, set up flexible shift plans, have employees telecommute, and cancel large meetings or conferences.



Keep at least six feet between you and others.

Avoid shaking hands as a social greeting.



Crowded places

Avoid crowded places. Gatherings are limited to no more than 10 people.



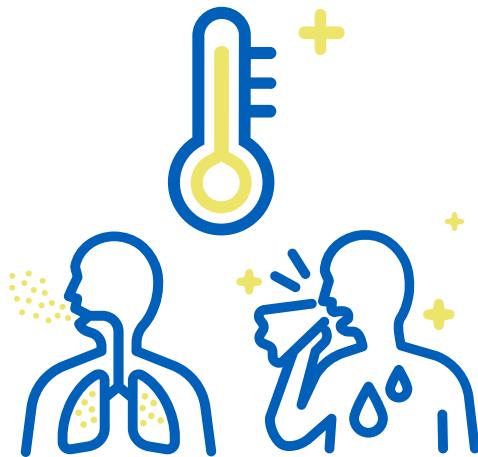


COVID-19

What if I've Been Exposed

What do I do if I think I was exposed to COVID-19?

Some people are at higher risk of getting very sick from COVID-19. Here's what to do if you think you may have been exposed to coronavirus.



Watch for symptoms

Reported illnesses have ranged from mild symptoms to severe illness and death for confirmed COVID-19 cases. These symptoms may appear 2–14 days after exposure.

- Fever (100.4°F/38°C or higher)
- Cough
- Shortness of breath

If you develop these emergency warning signs for COVID-19, get medical attention immediately.

- Difficulty breathing or shortness of breath
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face



Call before you go

Call your health care provider if you think you have been exposed to COVID-19 and develop a fever and symptoms, such as cough or difficulty breathing.

Tell them about your symptoms and your exposure. They will decide whether you need to be tested.

Consult your health care provider for any other symptoms that are severe or concerning.

Help stop the spread!



**Face coverings required by
state order in stores, other
public settings where
social distancing
is not possible.**