

# COVID-19 PREPAREDNESS AND RESPONSE PLAN

## I. MARKET COMPLIANCE WITH EXECUTIVE ORDERS 2020-60 AND 71

A. The Market will limit the types of vendors that can facilitate in-person sales to those selling essential items including food, personal hygiene products, pet food/treats, and plants and gardening items.

- Vendors selling essential items may also sell non-essential items if the sale of such items does not require any additional measures.
- Vendors selling only nonessential items, such as cut flowers and craft items, may not attend the Market for in-person sales, but may facilitate sales through remote sales and curbside pick-ups.

B. The Market will develop and implement a Market day screening program for Market staff and volunteers, and require same from all Market vendors with respect to themselves and their employees and their attendance at the Market.

## II. MARKET ADHERANCE TO CDC COVID-19 GUIDELINES

A. The Market will adopt and promote the Centers for Disease Control's social distancing and protective hygiene practices.

1. With regard to social distancing the Market will

- Limit the number of persons entering the Market at any given time to allow those already on Market premises to maintain 6' spacing between vendors, between vendors and customers, and between customers.
- Eliminate, for the duration of social distancing, all non-essential areas and activities that attract lingering or close contact in the

Market, such as music, seating/eating areas, special events and children's activities, product sampling and cooking demonstrations. Prepared food/hot food shall be prepackaged and take-out only.

- Facilitate 6' spacing via alternative Market layouts such as vendor assignments in every other vendor slot, one-way pedestrian traffic from a single entrance to a single exit (see Market Map), an extra table between the vendor product table and the customer, 6' spacing markers on the ground, as well as prominent signage reminding Market participants of the 6' rule.
- Offer online pre-ordering and pre-payment with drive-through pick-up as alternative to on-site purchasing (hyperlink to Market Map).

2. With regard to personal protection practices, the Market will:

- Require the wearing of face masks or face coverings by all vendors, Market staff/volunteers, and customers, unless the individual is under the age of five, or cannot medically tolerate a face covering.
- Require the use of gloves by vendors and Market staff/volunteers, and request customers to do the same.
- Provide visible signage of the universal personal precautions that are recommended to prevent contraction or transmission of COVID-19:
  - ✓ Stay home if you are sick.
  - ✓ Wash hands often with soap and water. Handwashing stations will be provided by the Market.
  - ✓ Avoid touching eyes, nose and mouth.

- ✓ If you are a customer who has chosen not to wear a mask, cover your nose and mouth with your elbow or a tissue if you cough or sneeze and immediately dispose of the tissue, and wash/sanitize hands.
- ✓ Clean and disinfect frequently touched surfaces at the Market such as credit cards and cell phones.

- Start each Market with sanitized SNAP, DUFEB and Market tokens.

B. The “Layout of the Market” will support social distancing protocols by providing both a pedestrian shopping area with a 6’ spacing design and a drive-through area for pick-up of prepaid online orders for those who prefer maximum social distancing. Arrangements will be available for pedestrian pickups and payment for online pre-orders that do not allow prepayment.

### III. ADDITIONAL AT-MARKET PROCEDURES RELATED TO MARKET STAFF AND VOLUNTEERS

#### A. The Market will

1. Implement a daily screening procedure prior to each Market session that identifies and prevents market staff and volunteers from entering the Market if they display symptoms associated with COVID-19 or have had contact with a person with a confirmed diagnosis of COVID-19. (insert link to “MIFMA Guidelines for Developing and Implementing a Daily COVID-19 Screening Program.”)
2. Ensure that all Market staff and volunteers have access to, and wear a mask or face covering while interacting with others at the Market.
3. Provide and require the use of disposable gloves for staff and volunteers who handle money, tokens or vouchers
4. Assure that Market staff and volunteers regularly clean and disinfect frequently touched surfaces such as point of sale devices, tokens, etc.

#### IV. ADDITIONAL AT-MARKET PROCEDURES FOR VENDORS AND THEIR EMPLOYEES AT BOOTHS

A. Each vendor selling directly to customers at the Market shall develop a day of market screening policy that identifies and prevents the vendor or any employee from attending the Market if they display symptoms associated with COVID-19 or have had contact with a person with a confirmed diagnosis of COVID-19. See (insert link to “MIFMA Guidelines for Developing and Implementing a Daily COVID-19 Screening Program”) for a possible prototype.

B. For their safety and that of their customers, all vendors and their employees will

1. Wear a mask or face covering when interacting with Market participants.
2. Sanitize tables (non-porous or with plastic or vinyl covers), containers, and market equipment, and routinely clean high touch items such as cash boxes, money jars, and touch screens on point of sale devices.
3. Have gloves and a booth handwashing station, or use the Market provided handwashing station.
4. Use product lists and a booth layout that maximizes social distancing and eliminates customer contact with vendor product.
5. Divide product handling from payment processing, either by using two people in the booth, or by handwashing/glove changing when switching tasks.



**I. LAYOUT OF MARKET**

**EASTERN INGHAM FARMERS MARKET FOR SPRING & EARLY SUMMER 2020**

**SHOPPING & PREPAID PICKUP LAYOUT**

