Employer Guidance for Oklahoma’s Open Up and Recover Safely Plan

Please note this guidance is not comprehensive, it is intended to serve as a tool to help businesses and local officials establish general protocols encountered in various situations. We have identified some foreseeable health risks associated with Covid-19 and have provided suggestions to mitigate those risks. Effective safety measures that protect employees and citizens are critical to a successful reopening of our great state. There are unique situations not covered here, and we rely on collaboration with our local officials, businesses and citizens using their best judgement during this unprecedented time. We must all take responsibility to protect those in our community. Thank you for doing your part to ensure the safety of all Oklahomans.

Places of Worship

- May reopen for in-person meetings or worship services beginning May 1, 2020
- Should adhere to sanitation and disinfecting protocols and social distancing guidelines from the CDC.

Recommended Guidelines for Temperature Checks & Employer Policies
Places of Worship should consider use of a touchless infrared thermometer to check the temperature of employees each day. Employees with a temperature above 100.4°F are recommended to be sent home until they have no fever and no evidence of COVID-19 symptoms. Employers should consider implementing flexible sick leave and supportive policies and practices for employees and consider needs of employees older than 65 years or in other vulnerable populations.

Sanitation & Disinfecting Guidelines

- You are encouraged to develop, implement, and maintain and revise a cleaning and disinfecting plan for your workplace.

Developing Your Plan

- Evaluate your business to determine what kinds of surfaces and materials make up that area. Most surfaces and objects will just need normal routine cleaning. Frequently touched surfaces and objects like light switches and doorknobs should be cleaned and then disinfected to further reduce the risk of germs on surfaces and objects.
  - First, clean the surface or object with soap and water.
  - Then, disinfect using an EPA-approved disinfectant.
  - If an EPA-approved disinfectant is unavailable, you can use 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions to disinfect. Do not mix bleach or other cleaning and disinfection products together.

Determine What Needs to be Cleaned
• If your business has been unoccupied for 7 days or more, it will only need your normal routine cleaning to reopen the area. This is because the virus that causes COVID-19 has not been shown to survive on surfaces longer than this time.

Determine What Needs to be Disinfected

• Following your normal routine cleaning, you can disinfect frequently touched surfaces and objects using a product from EPA’s list of approved products that are effective against COVID-19.
• If you are cleaning or disinfecting a hard and non-porous material or item like glass, metal, or plastic, consult EPA’s list of approved products for use against COVID-19. Examples of high-touch areas that need to be disinfected are:
  o Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets and sinks, touch screens, and ATM machines.
  o Pews, chairs, or other seating areas.
• If you are cleaning or disinfecting a soft and porous material or items like carpet, rugs, or seating in areas, these soft and porous materials are generally not as easy to disinfect as hard and non-porous surfaces. EPA has listed a limited number of products approved for disinfection for use on soft and porous materials.
  o Soft and porous materials that are not frequently touched should only be cleaned or laundered, following the directions on the item’s label, using the warmest appropriate water setting.

Implement Your Plan

• Clean visibly dirty surfaces with soap and water. Clean surfaces and objects using soap and water prior to disinfection. Always wear gloves appropriate for the chemicals being used for routine cleaning and disinfecting.

Maintain and Revise Your Plan

• Routine cleaning and disinfecting are an important part of reducing the risk of exposure to COVID-19. Normal routine cleaning with soap and water alone can reduce risk of exposure and is a necessary step before you disinfect dirty surfaces.
• Surfaces frequently touched by multiple people, such as door handles, desks, phones, light switches, and faucets, should be cleaned and disinfected at least daily.
• More frequent cleaning and disinfection may be required based on level of use.

Additional Cleaning and Sanitation Practices

• Ensure that your entire place of worship is properly cleaned and sanitized. Consider sanitizing pews, bathrooms, doorknobs, light switches, microphones, common musical instruments, and any other areas where germs might be transferred.
• Prior to reopening, retrain employees on best practices to avoid contamination.
• Sanitize between services, particularly high-touch surfaces.
• Clean and disinfect bathrooms regularly and ensure they have handwashing supplies.
• Consider strategic placement of hand sanitizers if appropriate.

Maintain Social Distancing At All Times
• Recommend members abstain from shaking hands and encourage doing non-contact greetings.
• Encourage sick members to remain safe at home and avoid contact with others.
• Consider continuing online services for those who are unable to attend in person.
• If possible, offer multiple services to encourage a greater chance of social distancing.
• During Phase 1 of the Open Safe and Recover Safely Plan, abstain from serving food or coffee before or after services.
• During Phase 1 of the Open Safe and Recover Safely Plan, children’s nurseries should remain closed.
• If possible, consider leaving every other row or pew open and encourage family members from same household to sit together.