Interim Guidance for Retail Businesses
Designated as Essential

This document summarizes Champaign-Urbana Public Health District’s recommendations regarding COVID-19 for retail stores that are deemed essential under the governor’s Stay-At-Home executive order. This guidance will be reviewed and updated by CUPHD on May 31st, 2020 and will be extended as needed.

Essential Retail Businesses
Retail businesses that are deemed essential per the governor’s executive order may be open to the public for in-person shopping. For definitions of essential retail businesses, please review the executive order.

Per the Governor’s Extended Stay-At-Home Order, Essential Stores shall, to the greatest extent possible:

- Provide face coverings to all employees who are not able to maintain a minimum 6-foot distance at all times.
- Cap occupancy at 50% of store capacity or at the occupancy limits based on store square footage set by the Department of Commerce and Economic Opportunity.
- Set up store aisles to be one-way to maximize social distancing. Identify one-way aisles with signage and/or floor markings.
- Communicate to customers social distancing requirements with signage, advertisements, and regular intercom reminders. Included in social distancing is limiting the number of members per household that enter stores to the minimum necessary.
- Prohibit the use of reusable bags.

Social Distancing and Hygiene Requirements:

- Maintain at least a six-foot social distance from others.
- Wash hands with soap and water for at least twenty seconds as frequently as possible, or use hand sanitizer (minimum 60% alcohol).
- Cover coughs or sneezes into the sleeve or elbow (not hands).
- Regularly clean and disinfect high-touch surfaces.
- Do not shake hands.

Other Requirements, to the greatest extent possible:

- Implement separate operating hours for elderly and vulnerable customers.
- Post online whether a facility is open and how best to reach the facility and continue services by phone or remotely.
- When the work circumstances require, provide employees with other PPE in addition to face coverings.
- Have hand sanitizer and sanitizing products readily available for employees and customers.

Contact us if you have questions or concerns:

217-239-7877  coronavirus@c-uphd.org  www.c-uphd.org