Updated Retail Guidance: Non-Essential Stores

Per the Governor’s extension of the executive Stay-At-Home order, certain retail businesses that were previously closed may re-open in a limited capacity. This document summarizes CUPHD’s guidance to re-open safely for both employees and customers.

Non-Essential Stores Defined

Any retail stores (businesses that sell product or goods) that were not deemed an essential business or operation in the original Executive Order (effective March 21st) are considered non-essential. This includes:

- Clothing stores
- Sporting goods stores
- Hair/Nail/Cosmetic shops that carry products
- Gift stores
- Vitamin/Supplement stores
- Furniture/Home interior stores
- Tobacco stores
- Bookstores
- Craft stores
- Any other business that **sells a physical product and can fulfill orders virtually**

Pick-up and Delivery

Stores that sell product may re-open and fulfill orders via telephone or online ordering. Customers should **not** shop in-store. Once an order has been placed, store employees are to package the product and either utilize curbside pickup or delivery. For pickup: customers may come to the store and wait outside, and employees can deliver product to the person/place product in their car. Employees that may come within 6 feet of a customer **must wear a cloth face covering**. For no-contact curbside pickup, some customers may be able to open a car trunk, and an employee can place the product in the car for them. For delivery: products can be shipped through the mail, or employees can make no-contact deliveries to addresses by leaving the product outside, in a place designated by the customer.

Practices for Employers and Employees

All employees need to have a cloth face covering before coming back to work. A scarf, bandana, tshirt, etc. can be tied over the nose and mouth as a cloth face covering. See attached guidance for CUPHD’s recommendations for cloth face coverings. Frequently disinfect "high touch" surfaces that employees share. Employees working in-store should maintain a 6 foot distance at all times. Employers may have to modify usual business practices to ensure this, such as staggering employee shifts.

Contact us with questions or concerns:

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Homemade Cloth Face Coverings

When to wear a mask/cloth face covering:

Per the Governor's extension of the executive Stay-At-Home order, all Illinoisans must wear a mask or face covering when they must leave their home and they **cannot maintain 6 feet of physical distance** between themselves and others. Examples include:

- For essential work
- For grocery shopping
- For pharmacy pickup, restaurant pickup
- Other travel deemed essential by the stay-at-home order

A mask is not necessary for outdoor activities, provided you can maintain 6 feet distance from others. Cloth face coverings are recommended because medical grade masks should be reserved for healthcare or first responders.

**Masks/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

**YouTube Video:** [How to Make Your own Face Covering](https://www.youtube.com/watch?v=example)

**CDC Guide to Homemade Cloth Coverings:** [Options for sewn cloth, Cut T-shirt, or Bandana coverings](https://www.cdc.gov/mmwr/volumes/69/wr/mm6913e1.htm#related)

**Youtube Video:** [Disposable No-Sew Shop Towel Covering](https://www.youtube.com/watch?v=example)