

Cal/OSHA COVID-19 Daily Checklist for Grocery Employers

July 22, 2020

This checklist should be reviewed and completed daily to help grocery stores prevent the spread of COVID-19 among their employees and their customers. Refer to Cal/OSHA's [Safety and Health Guidance on COVID-19 Infection Prevention in Grocery Stores](#) for additional information and guidance.

If Workers Might be Sick with COVID-19

- Screen employees for COVID-19 symptoms when they arrive at work and observe for symptoms throughout the day.
- Immediately send employees home or to medical care if they have acute respiratory symptoms.
- Provide PPE to employees conducting screening including gloves, eye protection and a face covering.
- Have screened employees wear a face covering during screening.
- Use touchless thermometers.
- Ensure screeners maximize distance from employees being screened.
- Notify local health officials upon learning that someone has a COVID-19 infection.

Cleaning, Disinfection, and Good Hygiene

- Ensure adequate cleaning supplies are readily available, including cleaning products and gloves.
- Ensure hand-washing facilities, including soap and paper towels, are readily available.
- Frequently check supplies of soap and paper towels.
- Ensure restrooms are kept clean and sanitary.
- Ensure hand sanitizer is provided at every checkout register and throughout the facility, especially in locations where hand-washing facilities are not immediately available.
- Encourage employees to wash their hands frequently.
- Ensure that cleaning and disinfection is performed frequently on commonly touched surfaces and objects, including cash registers, payment terminals, shopping carts, baskets, etc.
- Ensure that cleaning and disinfection is performed frequently on surfaces and equipment used by customers, including self-checkout registers and recycling drop-off areas, and provide hand sanitizer.
- Provide an adequate supply of disposable gloves that are readily available.

Procedures to Increase Physical Distancing

- Provide face covers or encourage employees to use their own face covers and ensure they are used in accordance with CDPH and CDC guidelines.
- Only use every other checkout register.
- Stagger breaks and lunch times and spread out breakroom chairs.
- Hold meetings and trainings in small groups so workers can maintain six feet of distance.
- Perform job interviews and orientations over the phone or by video conferencing.
- If customers are allowed to bring their own bags, ensure that:

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- Bags are not placed on conveyor belts or any other area outside of shopping carts.
- Bags make no contact with employees.
- Customers bag their own groceries.
- Customers do not bag groceries in the checkout area if they cannot maintain physical distancing.
- Increase the frequency of disinfection in bagging areas used by customers.
- If a delivery driver requires a signature, the employee should use their own pen or wear gloves.

