

BACK 2 BUSINESS CHECKLIST

HEALTH POLICY: Worksheet #2

PPE Implementation

Personal Protective Equipment (PPE) can serve as an effective measure that will reduce (but not eliminate) the chance that team members or consumers will transmit COVID-19. Be sure to check your state and local laws, orders and regulations that may require company-supplied PPE in any capacity or at any touchpoint within your business. PPE can be a very reassuring company-provided measure, even if not required, for both your team members and your customers.

PPE Acquisition: PPE can be difficult to acquire due to greatly elevated demand. Nationwide Marketing Group has partnered with O'Rourke Sales Company to provide you with options, and all are provided in a profit-free pricing model from O'Rourke.

PPE Implementation:

- Consider the groups to which your company will supply PPE. These can include:
 - In-store team members (sales, administrative, warehouse, facilities)
 - In-home team members (service, delivery, installation)
 - In-store customers
- Consider the best set of PPE for each group you will provide with PPE. These can include:
 - Disposable masks (lowest cost)
 - KN95 masks (higher cost, more protective)
 - Cloth masks (mid cost, reusable)
 - Disposable gloves
 - Hand sanitizer
 - Shoe covers
 - Gowns or bodysuits
 - Face shields
- If providing PPE, establish a protocol that encourages or requires (in compliance with local laws and regulations) team members and/or customers to wear approved facial coverings, gloves and any other supplied PPE at all times, if possible. Offer face masks to customers who enter the store without their own masks.
- Determine whether team members will be permitted to use their own face masks and PPE, and on what terms and conditions, with special attention to potential use of filtering face-piece respirators (e.g., KN95 or equivalent).
- Designate receptacles for discarded face masks or PPE.

