

ReStore: Post Stay at Home Order Objectives

Last Update: 4/22/2020

- 1. Objective: Continued safe practices instituted during limited operations**
 - a. Cleaning practices as outlined in COVID 19 procedures.
 - b. Continued use of sanitation products (hand sanitizer, Clorox wipes, Lysol spray disinfectant – **note**: current stock needs to be replenished)
 - c. Everyone must wear a mask/gloves
 - d. Continue social distancing measures

- 2. Objective: Support our operations with volunteers using these new procedures**
 - a. Institute screening document to include asking direct COVID-19 exposure question
 - b. Requirement of submission of the screening document PRIOR to volunteer day
 - c. Volunteer Coordination will review each screening document to ensure documents are properly submitted and look for any potential risk to others based on volunteer's responses.
 - d. **Require temperature be taken for volunteers prior to starting shift**
 - e. Any volunteer whose screening document reflects a "YES" response to exposure to the virus or has a fever will be asked to consider a volunteer opportunity at a later date.
 - f. Continued use of sanitation products (hand sanitizer, Clorox wipes, Lysol spray disinfectant)
 - g. Groups will be limited to 5 per group with a maximum of 4 groups at a time.
 - h. Continue social distancing via multiple task assignments over multiple address

- 3. Objective: Effective Communication to "regular" volunteers and groups**
 - a. CERVIS will reflect ReStore is open and allow self-scheduling as 4/27
 - b. Volunteer Coordinator will contact all regular volunteers to indicate our ReStore will accept daily volunteers as 4/27 and find out who has interest in returning to the ReStore and which day(s) post 4/26 lifting of the stay at home order.
 - c. Volunteer Coordinator will communicate the schedule by email, phone call, or text.
 - d. Volunteer Coordinator will contact any group that has been forced to cancel during the COVID-19 issue and indicate that we will have volunteer group openings beginning... with the goal to assign a new volunteer date.
 - e. PPHFH website should reflect that the ReStore is accepting volunteers as 4/27
 - f. Each week, Director of Operations, Exec Dir/CEO, COO will review the situation with COVID-19 to determine if other actions not outlined are needed to secure safe operations.