

**Lodging Sector Reopening Plan**

	<b>Phase 1 (Effective 6/8)</b>	<b>Phase 2- PROPOSED</b>	<b>Phase 3- PROPOSED</b>
<b>Phased implementation Timeline &amp; Types of Work</b>	<p>Vermont residents, or travelers who travel from a <a href="#">county</a> as identified by the Vermont Agency of Commerce and Community Development, or those who have met State quarantine <a href="#">requirements</a>. See <a href="#">Cross State Travel</a> Info.</p> <p>50% of rooms for non-residential lodging or have a total of 25 guests and staff on the property - whichever is greater</p> <p>Residential guests, such as long-term stays for essential workers or AHS guests, may exceed the 50 percent occupancy threshold</p> <p>Free-standing cottage/townhouse &amp; short-term rentals excluded from percentage occupancy limitations.</p> <p>Operators should recommend that out-of-state guests register <a href="#">with Sara Alert</a> to get daily reminders via text, email or phone from the Vermont Department of Health.</p> <p>Operators shall require a signed document from the guest(s) attesting they meet the quarantine requirement, have traveled from a county with similar active COVID-19 caseload per ACCD, are an essential/authorized worker, or are a Vermonter. All guests must also complete a health questionnaire.</p>	<p>Leisure travel permitted</p> <p>75% maximum daily occupancy</p> <p>Free-standing cottage/townhouse, no daily occupancy limit</p> <p>No “gathering units” larger than current State limits.</p> <p>Limit direct contact services (examples check in, bell, valet, housekeeping)</p> <p>One party in elevator</p> <p>Food and beverage service as directed by restaurant reopen plan</p> <p>Outdoor amenities open at 100% (providing distancing)</p> <p>Hotel Bars open at 50% capacity</p> <p>Hotel fitness facilities, pools, and spas open</p> <p>No shared food services (i.e. coffee stations, buffets)</p>	<p>Fully open, no occupancy limit</p> <p>100% occupancy</p> <p>Food and beverage dine-in service resumes at 100% capacity (follow restaurant guidelines)</p>

	<p>Any guests that exhibit signs of illness or COVID-19 symptoms upon arrival may not be allowed to check in. If symptoms begin during their stay they must be asked to leave and return home if possible.</p> <p>Operators must maintain an easily accessible log of customers and their contact information for 30 days in the event contact tracing is required by the Health Department</p> <p>No “gathering units” larger than current State limits.</p> <p>Limit direct contact services (examples check in, bell, valet, housekeeping)</p> <p>One party in elevator</p> <p>Food and beverage service as directed by State restaurant reopen guidance</p> <p>Hotel fitness facilities, pools, and spas, as allowed by State guidelines</p> <p>No shared food services (i.e. coffee stations, buffets)</p> <p>Staff who are 65+ are encouraged to stay home</p>		
<p><b>Employee Training &amp; Education Plan</b></p>	<p>All business operations must have a designated health and safety officer on-site who monitors and has the authority to stop or modify activities to ensure compliance with these mandatory health and safety requirements</p>	<p>All business operations must have a designated health and safety officer on-site who monitors and has the authority to stop or modify activities to ensure compliance with these mandatory health and safety requirements</p>	<p>All business operations must have a designated health and safety officer on-site who monitors and has the authority to stop or modify activities to ensure compliance with these</p>

	<p>Employer shall adopt a training program prior to reopening</p> <p>All employees will receive CDC, OSHA and State required training prior to re-starting (distancing, hand washing, PPE, cleaning and sanitation, stay home) following CDC issued and industry leading training tools</p> <p><u>VT OSHA Protecting the Safety and Health and Safety of Workers</u></p> <p>CDC Guidance for Cleaning &amp; Disinfecting <a href="https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening_America_Cleaning_Disinfection_Decision_Tool.pdf">https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening_America_Cleaning_Disinfection_Decision_Tool.pdf</a></p> <p><u>AHLA - Cleaning and Disinfecting Guidance for Hospitality</u></p> <p><u>VDH COVID-19 Guidance for Food and Lodging Businesses</u></p> <p>Access plan:</p> <p>Employees enter building(s) through designated entrance with hand sanitation station [and obtain clean uniform, where applicable] and PPE</p> <p>Employees trained on use and disposal of PPE</p> <p>Employees wear non-medical face covering and gloves, in guest facing areas, (restaurant for pick up and housekeeping) or plastic shield at reception desk or restaurant host</p>	<p>All employees will receive CDC, OSHA and State required training prior to re-starting (distancing, hand washing, PPE, cleaning and sanitation, stay home) following CDC issued and industry leading training tools</p> <p><u>VT OSHA Protecting the Safety and Health and Safety of Workers</u></p> <p>CDC Guidance for Cleaning &amp; Disinfecting <a href="https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening_America_Cleaning_Disinfection_Decision_Tool.pdf">https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening_America_Cleaning_Disinfection_Decision_Tool.pdf</a></p> <p><u>AHLA - Cleaning and Disinfecting Guidance for Hospitality</u></p> <p><u>VDH COVID-19 Guidance for Food and Lodging Businesses</u></p> <p>Access plan:</p> <p>Employees enter building(s) through designated entrance with hand sanitation station [and obtain clean uniform, where applicable] and PPE</p> <p>Employees trained on use and disposal of PPE.</p> <p>Employees wear non-medical face covering in guest facing areas (i.e. reception desk, restaurant</p>	<p>mandatory health and safety requirements</p> <p>All employees will receive CDC, OSHA and State required training prior to re-starting (distancing, hand washing, PPE, cleaning and sanitation, stay home) following CDC issued and industry leading training tools</p> <p><u>VT OSHA Protecting the Safety and Health and Safety of Workers</u></p> <p>CDC Guidance for Cleaning &amp; Disinfecting <a href="https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening_America_Cleaning_Disinfection_Decision_Tool.pdf">https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening_America_Cleaning_Disinfection_Decision_Tool.pdf</a></p> <p><u>AHLA - Cleaning and Disinfecting Guidance for Hospitality</u></p> <p><u>VDH COVID-19 Guidance for Food and Lodging Businesses</u></p> <p>Access plan:</p> <p>Employees enter building(s) through designated entrance with hand sanitation station [and obtain clean uniform, where applicable] and PPE</p>
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	Where applicable, employees change and dispose of uniforms for laundering before leaving building	for pick up) and facial covering and gloves in housekeeping.  Where applicable, employees change and dispose of uniforms for laundering before leaving building	Employees trained on use and disposal of PPE.  Employees in housekeeping wear facial covering and gloves.
<b>Physical Distancing Plan</b>	<p>Employees must observe strict social distancing of six feet while on the job. Businesses and non-profit or government entities shall ensure customers observe strict social distancing of six feet while on location, to the extent possible.</p> <p>Only registered lodging guests have access to lodging indoor facilities</p> <p>Equipment not be shared unless properly sanitized between uses, employees wearing PPE</p> <p>Employees encouraged to communicate using virtual communication tools</p> <p>Shuttle service restricted to on site and for employees only, cleaned after each use</p> <p>Staggered work schedules to avoid grouping</p> <p>Staggered delivery schedule for vendors</p> <p>Remote work encouraged</p>	<p>Employees must observe strict social distancing of six feet while on the job. Businesses and non-profit or government entities shall ensure customers observe strict social distancing of six feet while on location, to the extent possible.</p> <p>Equipment not be shared unless properly sanitized between uses</p> <p>Employees encouraged to communicate using virtual communication tools</p> <p>Shuttle service limited to 50% capacity, cleaned after each use, employees wearing PPE</p> <p>Staggered work schedules to avoid grouping</p> <p>Staggered delivery schedule for vendors</p>	<p>Employees must observe strict social distancing of six feet while on the job. Businesses and non-profit or government entities shall ensure customers observe strict social distancing of six feet while on location, to the extent possible.</p> <p>Shuttle service 100%, cleaned hourly, employees wearing PPE</p>

<p><b>Postings and Notifications</b></p>	<p>Internal:</p> <p>All employees receive notification with protocols prior to returning to work and scheduled training on all CDC, OSHA and State health and safety requirements</p> <p>Postings in all employee entrances, work areas with CDC, OSHA and State health and safety requirements related to safety (distancing), health, sanitation, self monitoring, compliance and enforcement</p> <p>External/guests:</p> <p>Clearly visible postings in all areas frequented by guests with CDC and State health and safety requirements. This will include lodging entrance(s), lobbies and other communal areas (living rooms, meeting rooms, restaurant/bar, hallways, elevators, elevator landings, restrooms, etc.)</p> <p>Each guestroom will include written communication outlining health and safety requirements as well as all detailed sanitation protocols followed by lodging facility</p> <p>Clearly visible postings by delivery entrances used by vendors with CDC and State health and safety requirements.</p>	<p>Internal:</p> <p>All employees receive notification with protocols prior to returning to work and scheduled training on all CDC, OSHA and State health and safety requirements</p> <p>Postings in all employee entrances, work areas with CDC, OSHA and State health and safety requirements related to safety (distancing), health, sanitation, self monitoring, compliance and enforcement</p> <p>External/guests:</p> <p>Clearly visible postings in all areas frequented by guests with CDC and State health and safety requirements. This will include lodging entrance(s), lobbies and other communal areas (living rooms, meeting rooms, restaurant/bar, hallways, elevators, elevator landings, restrooms, etc.)</p> <p>Each guestroom will include written communication outlining health and safety requirements as well as all detailed sanitation protocols followed by lodging facility</p> <p>Clearly visible postings by delivery entrances used by</p>	<p>Internal:</p> <p>All employees receive notification with protocols prior to returning to work and scheduled training on all CDC, OSHA and State health and safety requirements</p> <p>Postings in all employee entrances, work areas with CDC, OSHA and State health and safety requirements related to safety (distancing), health, sanitation, self monitoring, compliance and enforcement</p> <p>External/guests:</p> <p>Signage in entrance and or lobby with CDC and State health and safety requirements.</p> <p>Each guestroom will include written communication outlining health and safety requirements as well as all detailed sanitation protocols followed by lodging facility</p> <p>Clearly visible postings by delivery entrances used by vendors with CDC and State health and safety requirements.</p>
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<p><b>Health Monitoring Policy for Employees</b></p>	<p>Designated Safety/Health officer available at each shift.</p> <p>Prior to the commencement of each work shift, pre-screening, including temperature checks and health survey shall be required to verify each employee has no symptoms of respiratory illness (fever, cough, and/or shortness of breath). At the present time non-contact thermometers are in short supply, however employers shall immediately order, and use their best efforts to obtain, thermometers in order to conduct routine temperature checks.</p> <p>Inform all staff at on-boarding of mandatory daily self-health check and illness reporting procedures based on CDC guidelines.</p> <p>Safety officer tracks illness reports and administers temp check of employees that become or are suspected of illness, and ensures compliance with CDC standards.</p>	<p>Designated Safety/Health officer available at each shift.</p> <p>Prior to the commencement of each work shift, pre-screening, including temperature checks and health survey shall be required to verify each employee has no symptoms of respiratory illness (fever, cough, and/or shortness of breath). At the present time non-contact thermometers are in short supply, however employers shall immediately order, and use their best efforts to obtain, thermometers in order to conduct routine temperature checks.</p> <p>Inform all staff at on-boarding of mandatory daily self-health check and illness reporting procedures based on CDC guidelines.</p> <p>Safety officer tracks illness reports and administers temp check of employees that become or are suspected of illness, and ensures compliance with CDC standards</p>	<p>Designated Safety/Health officer available at each shift.</p> <p>Prior to the commencement of each work shift, pre-screening, including temperature checks and health survey shall be required to verify each employee has no symptoms of respiratory illness (fever, cough, and/or shortness of breath). At the present time non-contact thermometers are in short supply, however employers shall immediately order, and use their best efforts to obtain, thermometers in order to conduct routine temperature checks.</p> <p>Inform all staff at on-boarding of mandatory daily self-health check and illness reporting procedures based on CDC guidelines</p> <p>Safety officer tracks illness reports and administers temp check of employees that become or are suspected of illness,</p>

			<p>and ensures compliance with CDC standards.</p> <p>PPE issued based on safety/health officer's hazard assessment</p> <p>Periodic health and wellness surveys led by Safety/Health officer. Measure effectiveness of health policies assessing info distribution, hygiene station access, social distancing, PPE availability.</p>
<p><b>Health Monitoring Policy for <u>Vendors/Visitors</u></b></p>	<p>Vendors/Visitors will be provided host business COVID Response Plan detailing, personal hygiene, self-health checks, physical distancing policies, and entering-occupied unit protocols. Provided to vendors and visitors prior to arrival and again upon arrival</p> <p>Safety/Health officer tracks all illness reporting and ensures general compliance</p> <p>PPE required based on sub contractor hazard assessment. Includes face shields when social distancing is not possible and for at-risk populations, (optional, but recommended for guests when social distancing is not possible) disposable gloves and uniform for subs/vendors.</p> <p>Assigned restrooms for vendors and subcontractors, if feasible</p> <p>Lodging Guests must self-certify health*** within 24 hours of arrival following.</p>	<p>Vendors/Visitors will be provided host business COVID Response Plan detailing, personal hygiene, self-health checks, physical distancing policies. Provided to vendors and guests prior to arrival and again at arrival</p> <p>Safety/Health officer tracks all illness reporting and ensures general compliance</p> <p>PPE required based on sub contractor hazard assessment. Includes face shields when social distancing is not possible and for at-risk populations, (optional, but recommended for guests when social distancing is not possible) disposable gloves and uniform for subs/vendors.</p> <p>Safety/Health officer monitors, per shift, PPE,</p>	<p>Vendors/Visitors receive company guidelines related to health, wellness, illness identification and protocols surrounding health and safety both prior to arrival and at arrival.</p> <p>Safety/Health officer tracks all illness reporting and ensures general compliance</p> <p>Lodging Guests must self-certify health*** within 24 hours of arrival following.</p>

		procedural compliance and illness reporting.  Lodging Guests must self-certify health*** within 24 hours of arrival following.	
<b>Supply chain impacts of reopening</b>	Linens, PPE, cleaning supplies; PPE and cleaning supplies availability of concern.  State to assist VT lodging industry with online travel agent (OTA) guest health certification.  Establish State-wide Task Force to coordinate access to industry required PPE and Cleaning Materials	Food/beverage. Linens, PPE, cleaning supplies; PPE and cleaning supplies availability of concern.	Food/beverage. Linens, PPE, cleaning supplies; PPE and cleaning supplies availability of concern

## **APPENDIX**

**\*Business travel** in Phase 1, to support other businesses that are open and/or planning to open very soon.

**\*\* Employee daily health certification:** i) Have you been confirmed positive for COVID-19?, ii) Are you currently experiencing, or recently experienced, any acute respiratory illness symptoms such as fever, cough, or shortness of breath?, iii) Have you been in close contact with any persons who has been confirmed positive for COVID-19?, and iv) Have you been in close contact with any persons who have traveled and are also exhibiting acute respiratory illness symptoms?

**\*\*\* Guest health certification, within 24 hours check-in:** i) Have you been confirmed positive for COVID-19?, ii) Are you currently experiencing, or recently experienced, any acute respiratory illness symptoms such as fever, cough, or shortness of breath?, iii) Have you been in close contact with any persons who has been confirmed positive for COVID-19?, and iv) Have you been in close contact with any persons who have traveled and are also exhibiting acute respiratory illness symptoms?

### Resources:

[www.ahla.com/SafeStay](http://www.ahla.com/SafeStay)

[Industry Cleaning and Sanitation Protocols, OSHA Guidance, Preparing Workplaces for Covid 19](#)

[VDH Guidance for Food and Lodging Businesses](#)

[Ecolab Industry Cleaning and Sanitation Protocols](#)

CDC Guidance for Cleaning CDC Guidance for Cleaning & Disinfecting

[https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening\\_America\\_Cleaning\\_Disinfection\\_Decision\\_Tool.pdf](https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/ReOpening_America_Cleaning_Disinfection_Decision_Tool.pdf)