**Mandatory**

**Employees**

- **Ensure minimum of six feet between employees; if not possible, use barriers and increase the frequency of surface cleaning, handwashing, and sanitizing and monitor compliance.**
- Continue work at home for those employees able to fully perform their job duties remotely.
- Must conduct daily symptom assessments. Anyone experiencing symptoms must stay home.*
- Any employee observed showing or who reports experiencing symptoms of COVID-19 will be immediately sent home and instructed to follow up with their health care provider.
- Businesses must require all employees to wear facial coverings, except for one of the following reasons:
  - Facial coverings in the work setting are prohibited by law or regulation.
  - Facial coverings are in violation of documented industry standards.
  - Facial coverings are not advisable for health reasons.
  - Facial coverings are in violation of the business’ documented safety policies.
  - Facial coverings are not required when the employee works alone in an assigned work area.
  - There is a functional (practical) reason for an employee not to wear a facial covering in the workplace.
  (Businesses must provide written justification to local health officials, upon request, explaining why an employee is not required to wear a facial covering in the workplace. At minimum, facial coverings (masks) should be cloth/fabric and cover an individual’s nose, mouth, and chin.)
- Provide gloves to employees whose responsibilities require them.
- Require employees at work to frequently wash hands with soap and water for at least 20 seconds, or use hand sanitizer, including after any of the following activities:
  - Using the restroom
  - Eating/drinking
  - Smoking
  - Sneezing/blowing nose
  - Cleaning
  - Entering/leaving gaming floor
  - Going on break
  - Before start of shift
  - Using shared equipment
  - Touching high-contact surfaces
- Make available and train employees on the proper use and disposal of any required personal protective equipment (PPE).
- Regular communication with employees about best practices for protecting their health and the health of others, as recommended by the Centers for Disease Control and Prevention (CDC) and Ohio Department of Health:
  - Avoid close contact with people who are sick.
  - Avoid touching your eyes, nose, or mouth with unwashed hands.
  - Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating, and after blowing nose; coughing; or sneezing. Use an alcohol-based hand sanitizer with at least 60% alcohol if soap and water are not available.
  - Stay home when you are sick.
  - Cover coughs and sneezes with a tissue, the throw the tissue in the trash. If a tissue is not available, use your elbow.
  - Clean and disinfect frequently touched objects and surfaces.

**Guests**

- Specify hours for at-risk populations (e.g. elderly).
- Allow and encourage guests to wear face coverings to help limit the spread of the virus per public health recommendations (implementation to be discussed with OCCC and OLC). Before permitting entry, or as requested by staff, guest will be required to briefly lower face coverings for age and identification purposes in compliance with Ohio gaming requirements.
- Post notices at all building entrances advising guests that by entering the building the person is affirming and attesting to the following:
  - You have **NOT** in the last 14 days had close contact with anyone confirmed or suspected of being infected with COVID-19, AND
  - You do **NOT** currently have, and you have not in the last 14 days experienced, any of the symptoms that are not otherwise explained by a known condition other than COVID-19.*
- Immediately isolate and seek medical care for any individual who develops symptoms.

*For the CDC, symptoms include cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, and new loss of taste or smell.
Facilities

- The following amenities are to remain unavailable:
  - Valet
  - Coat check
  - Poker
  - Concerts/live events
  - Conferences/banquets
- Establish maximum capacity as no more than 50% of fire code.
- Implement measures to promote social distancing from other individuals/social groups:
  - **Signage:** There will be social distancing reminders posted throughout the property, advising guests to stand at least six feet away from other groups of people not traveling with them and back of house reminders for employees to practice social distancing by standing at least 6 feet away from guests and co-workers when possible.
  - **Queuing:** Six-foot spacing will be designated with signage, tape, or other means where lines may form. This includes entrances, service desks, counters, kiosks, and time clocks.
  - **Slots/VLTs:** Machines will be placed out of service, layouts reconfigured and/or chairs removed to encourage social distancing. Supervisors and managers will ensure guests do not congregate in groups around slots/VLTs.
  - **Table Games:** Gaming positions will be limited as follows to encourage social distancing. No more than three players at each Blackjack and small Baccarat table or at each end of a Craps table. No more than four players at each Roulette and large Baccarat table. Additional gaming positions may be added if barriers or other protective devices approved the local board of health are utilized. Supervisors and managers will ensure guests do not congregate in groups around table games.
  - **Racing:** Every other betting window will be open or barriers installed. Seats will be reconfigured or removed to allow for appropriate physical distancing.
  - **Cage/Club:** Every other service window will be open or barriers installed. Kiosks will be reconfigured so that there is at least 6 feet of physical separation between guests.
  - **Retail:** All retail outlets will adhere to any public health orders relating to physical distancing or reduced capacity requirements applicable to retail stores.
  - **Food and Beverage:** All food and beverage outlets will adhere to any public health orders relating to physical distancing or reduced seating capacity requirements applicable to bars and restaurants.
  - Daily deep cleaning of the facility using appropriate disinfecting products.
  - Frequent cleaning and disinfecting of high-touch points on the gaming floor and common areas, such as slot/VLT machines, table games/chips, touch screen kiosks, counters, railings, escalator handrails, elevator buttons, and door handles, using appropriate disinfecting products.
  - Frequently clean and sanitize (at least every two hours and more frequently as needed) of restrooms and other public and employee common areas using appropriate disinfecting products.
  - Place hand sanitizer stations throughout the gaming floor and in back-of-house common areas and provide sanitizing wipes or other items/methods for self-service sanitation of surfaces.
  - Postsignage to remind employees, guests, and visitors about the following best practices for protecting their health and the health of others, as recommended by the CDC and Ohio Department of Health:
    - Avoid touching your eyes, nose, or mouth with unwashed hands.
    - Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating, and after blowing nose; coughing; or sneezing. Use an alcohol-based hand sanitizer with at least 60% alcohol if soap and water are not available.
    - Clean and disinfect frequently touched objects and surfaces.
    - Maximize outside air intake into building based on weather conditions and increase frequency of HEPA filter replacement and HVAC system cleaning.
    - Identify dedicated entrance and exit doors. If possible, implement measures for no-touch doors, where practicable.
    - Implement contact-less payments, where possible, subject to regulatory approvals.

Confirmed Cases

- Report any confirmed COVID-19 case at a facility to the local public health district.
- Cooperate with the local public health district to provide information relevant for tracking/contact tracing. Contact any employee who has been diagnosed with COVID-19 to ask the employee to assist in identifying all coworkers, guests, vendors, and areas within the workplace they may have come in regular close contact with during the last 14 days. Use this information to identify all workplace areas to be cleaned and disinfected and/or individuals who should be instructed to self-isolate for at least 14 days from the date of their last close contact.
- The confidentiality of medical information pertaining to employees diagnosed or suspected of being infected with COVID-19 will be maintained in accordance with applicable laws. For contact tracing purposes, other employees may be informed that an unnamed employee has tested positive or is suspected of being infected.
- Follow CDC and Ohio Department of Health recommendations on cleaning and disinfecting areas visited by a person with confirmed/suspected COVID-19 diagnosis. To the extent possible, areas visited by the ill person will be closed off and available measures taken to increase air circulation. Depending on the location of the area, cleaning staff will wait 24 hours or as long as practical before beginning cleaning and disinfection. All areas, including offices, restrooms, common areas, and shared equipment used by the ill person will be cleaned and disinfected, focusing especially on frequently touched surfaces.
- Anyone observed showing or who reports experiencing symptoms of COVID-19 while in the building will be instructed to immediately leave using the most direct route and seek medical attention. Such individuals may only return in accordance with guidance issued by the CDC and Ohio Department of Health.

*For the CDC, symptoms include cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, and new loss of taste or smell. Revised 6/02