

Protocol for Certified Farmer's Markets

Recent Updates: (Changes highlighted in yellow)

4/22/21: Certified Farmer's Markets may increase their operations to 75% of their maximum occupancy. Cleaning requirements have been updated to reflect updated CDC cleaning guidance. Language about paid sick leave benefits has been updated.

COVID-19 case rates, hospitalizations, and deaths **have decreased and appear to be stable, but community spread still remains moderate.** COVID-19 continues to pose a high risk to communities and requires all people and businesses to take precautions and modify operations and activities to reduce the risk of spread.

Due to Los Angeles County entering the "**Orange Tier**" of the State's Blueprint for a Safer Economy framework, this protocol has been updated to lift some local activity-specific restrictions. Certified Farmer's Markets should proceed with caution and adhere to the requirements in this protocol to reduce the potential spread of COVID-19 within their business operations.

This protocol has been developed to allow Certified Farmer's Markets that are certified by the State of California, and operated pursuant to the requirements of the California Department of Food and Agriculture and the requirements outlined in the California Retail Food Code (CRFC), to operate when in compliance with these Los Angeles County Department of Public Health (DPH) protocols.

Certified Farmer's Markets may allow temporary food facilities (food booths) to operate as a separate community event adjacent to, and in conjunction with, the Certified Farmer's Market pursuant to the requirements outlined in the California Retail Food Code.

The Certified Farmer's Market ("Market") and the adjacent community event must be managed by the authorized Market Manager in charge of the site, who will take responsibility for the ongoing training and screening of all staff, provision of all needed equipment and materials of the common areas within the market, the monitoring of adherence to all safety measures and obtaining approvals from Department of Public Health, local zoning and city officials, as required. Visit <http://publichealth.lacounty.gov/eh/DSE/CommunityEvent.htm> to apply for a public health permit to operate a food booth at an approved permitted Certified Farmer's Market.

Certified Farmer's Markets may host outdoor live events in compliance with [DPH Protocol for Large Venues/Outdoor Live Events](#).

Certified Farmer's Markets may allow outdoor on-site dining in compliance with [DPH Protocol for Restaurants](#).

Certified Farmer's Markets with retail operations must comply with [DPH Protocol for Retail Establishments](#).

Please note: This document may be updated as additional information and resources become available so be sure to check the LA County website <http://www.ph.lacounty.gov/media/Coronavirus/> regularly for any updates to this document.

This checklist covers:

- (1) Workplace policies and practices to protect employee health
- (2) Measures to ensure physical distancing
- (3) Measures to ensure infection control
- (4) Communication with employees and the public
- (5) Measures to ensure equitable access to critical services.

These five key areas must be addressed as you develop your plans to host a Certified Farmer's Market.

All Certified Farmer's Markets covered by this protocol must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is not applicable to the business. Market Managers must share a copy of this protocol with all vendors to ensure compliance with all protocols.

Certified Farmer's Market: _____

Address: _____

Maximum Occupancy, per Fire Code: _____

Maximum Occupancy, based on 75% occupancy: _____

Approximate total square footage of space open to the public: _____

**A. WORKPLACE POLICIES AND PRACTICES TO PROTECT EMPLOYEE HEALTH
(CHECK ALL THAT APPLY TO THE FACILITY)**

- All employees (including employees or volunteers working on behalf of the Market Manager and those working for booth vendors) have been given a copy of this protocol.
- Vulnerable employees (those above age 65, those with chronic health conditions) are assigned work that can be done from home whenever possible or that limits their contact with others at the Market.
- All employees (including volunteers and vendors; referred to collectively as "employees") have been told not to come to the Market if sick, or if they are exposed to a person who has COVID-19. Employees understand to follow DPH guidance for self-isolation and quarantine, if applicable. Workplace leave policies have been reviewed and modified to ensure that employees are not penalized when they stay home due to illness.
- Entry screenings of all vendors and employees are conducted, in compliance with the [County's Entry Screening guidance](#), before they may enter the Market. Checks must include a check-in concerning cough, shortness of breath, difficulty breathing and fever or chills and if the employee is currently under isolation or quarantine orders. These checks can be done remotely or in person upon the employees' or vendor's arrival. A temperature check should also be done at the worksite if feasible.
 - Negative Screen (Cleared). If the person has no symptom(s) and no contact with a known COVID-19 case in the last 10 days, they can be cleared to enter for work for that day.
 - Positive Screen (Not Cleared):
 - If the person is not fully vaccinated¹ against COVID-19 and has had contact with a known COVID-19 case in the last 10 days or is currently under quarantine orders, they may not enter or work in the field and must be sent home immediately to quarantine at home. Provide them with the quarantine instructions found at ph.lacounty.gov/covidquarantine.
 - If the person is showing any of the symptoms noted above or is currently under isolation orders, they may not enter or work in the field and must be sent home immediately to isolate at home. Provide them with the isolation instructions found at ph.lacounty.gov/covidisolation.
- Employees are provided information on employer or government-sponsored leave benefits the employee

¹ People are considered fully vaccinated against COVID-19 two (2) weeks or more after they have received the second dose in a 2-dose series (e.g., Pfizer-BioNTech or Moderna), or two (2) weeks or more after they have received a single-dose vaccine (e.g., Johnson and Johnson (J&J/Janssen)).

may be entitled to receive that would make it financially easier to stay at home. See additional information on [government programs supporting sick leave and worker's compensation for COVID-19](#), including employee's sick leave rights under the [2021 COVID-19 Supplemental Paid Sick Leave Law](#).

- Upon being informed that one or more vendors or employees test positive for, or has symptoms consistent with COVID-19 (case), the Market Manager has a plan or protocol in place to have the case(s) isolate themselves at home and require the immediate self-quarantine of all employees that had a workplace exposure to the case(s). The employer's plan should consider a protocol for all quarantined employees to have access to or be tested for COVID-19 in order to determine whether there have been additional workplace exposures, which may require additional COVID-19 control measures. It should also include a plan for how to reach other vendors should there be an exposure. See the public health guidance on [responding to COVID-19 in the workplace](#).
- In the event that 3 or more cases are identified within the workplace within a span of 14 days the employer should report this cluster to Los Angeles County DPH at (888) 397-3993 or (213) 240-7821 or online at www.redcap.link/covidreport. If a cluster is identified at a worksite, Public Health will initiate a cluster response which includes providing infection control guidance and recommendations, technical support and site-specific control measures. A public health case manager is assigned to the cluster investigation to help guide the facility response.
- All vendors and employees who have contact with others are offered at no cost, an appropriate face mask that covers the nose and mouth. For more information, see LAC DPH COVID-19 Mask webpage at <http://publichealth.lacounty.gov/acd/ncorona2019/masks>. The face mask is to be worn by the vendor and all employees at all times during the workday when in contact or likely to come into contact with others. Vendors and employees who have been instructed by their medical provider that they should not wear a face mask must use a face shield with a drape on the bottom edge, to be in compliance with State directives, as long as their condition permits it. A drape that is form fitting under the chin is preferred. Masks with one-way valves must not be used.
- Employees are instructed [on the proper use of face masks, including the need](#) to wash or replace their face masks daily.
- To ensure that masks are worn consistently and correctly, employees are prohibited from eating or drinking except during their breaks when they are able to safely remove their masks and physically distance from others. At all times when eating or drinking, employees must maintain at least a six-foot distance from others. When eating or drinking, it is preferred to do so outdoors and away from others. Eating or drinking at a cubicle or workstation is preferred to eating in a breakroom if eating in a cubicle or workstation provides greater distance from and barriers between workers.
- Occupancy is reduced and space between employees is maximized in any room or area used by employees for meals and/or breaks. This has been achieved by:
 - Posting a maximum occupancy that is consistent with enabling a distance of at least six feet between individuals in rooms or areas used for breaks;
 - Staggering break or mealtimes to reduce occupancy in rooms or areas used for meals and breaks; and
 - Placing tables [at least](#) eight feet apart and assuring six feet between seats, removing or taping seats to reduce occupancy, placing markings on floors to assure distancing, and arranging seating in a way that minimizes face-to-face contact. Use of partitions is encouraged to further prevent spread but should not be considered a substitute for reducing occupancy and maintaining physical distancing.
- Where possible, outdoor break areas with shade covers and seating are created to help ensure physical distancing. In compliance with wage and hour regulations, breaks are staggered to ensure that six (6) feet between employees can be maintained in break rooms at all times.
- All vendor booths and all workstations within the vendor booths are separated by at least six feet. Break rooms, restrooms and other common areas are disinfected at the below frequency, but no less than once per day during operating hours, on the following schedule:

- Break rooms _____
 - Restrooms _____
 - Other _____
- Disinfectant and related supplies are available to vendors and employees at the following location(s):

- Hand sanitizer effective against COVID-19 is available to vendors and employees at the following location(s):

- Employees are allowed frequent breaks to wash their hands.
- Each worker is assigned their own tools, equipment and defined workspace. Whenever possible, sharing held items (e.g., phones, tablets, laptops, desks, pens, etc.) is minimized or eliminated.
- All policies described in this checklist other than those related to terms of employment are applied to staff of delivery and any other companies who may be on the premises as third parties.
- Optional—Describe other measures:

B. MEASURES TO ENSURE PHYSICAL DISTANCING

- The Certified Farmer's Market is held outdoors. Maximum occupancy for the Market is limited so as to allow all employees, vendors and customers to maintain a physical distance of 6 feet from those who are not members of the same household. Certified Farmer's Markets are encouraged to limit their occupancy to 75% of the outdoor Market capacity.
- Maximum number of customers within the Market is limited to: _____
- The Market Manager shall ensure that space allotted to vendors (both food and retail vendors) enables them ample space to set up tables, canopies, and other displays in accordance with appropriate physical distancing requirements.
- Tents or canopies may be used provided that the tents or canopies meet the California Department of Public Health's mandatory guidance on [Use of Temporary Structures for Outdoor Business Operations](#). Exception for food booths, based upon requirements outlined in the CRFC.
- An employee (or employees if there is more than one entrance) wearing an appropriate face mask is posted near the entrance but at least 6 feet from the nearest customers to direct customers and track occupancy of the Market.
- Consider implementing a timed entry or reservation system to reduce the risk of reaching maximum occupancy. If the Market reaches maximum occupancy, customers may be allowed to line up as approved by local codes, if space permits, but should be directed to maintain a 6-foot physical distance between one another while in line.
- Tape or other markings identify both a starting place for customers arriving for at the Market and 6-foot intervals for subsequent customers who are joining the line to enter.
- Measures to ensure physical distancing of at least six (6) feet have been implemented to ensure physical distancing between and among vendors and customers.
- Aisles between rows of booths are wide enough to accommodate traffic in both directions, or are clearly designated as one-way only.
 - Booths are large enough to enable more than one customer to be in the booth and still maintain a 6-foot physical distance from one another.
 - Vendors are directed to set up their booths to enable their employees to maintain a 6-foot physical

distance from customers. In areas where a 6-foot distance is not possible (e.g., at the cash register), impermeable barriers such as plexiglass are installed. See public health guidance on [barriers](#). This may include use of physical partitions or visual cues (e.g., floor markings, colored tape, or signs to indicate where workers and customers should stand).

- Consider staggering the arrival of vendors for set-up prior to the event to enable physical distancing as vendors arrive and set-up their booths.
- Vendors are encouraged to remain at their booths during the Market as much as possible and to avoid congregating with others.
- Onsite food consumption is only allowed in designated outdoor dining area that is physically separate from all other operations. Attendees must be reminded that eating and drinking is only permitted in the designated dining area of the Market. Eating/drinking anywhere else on-premises of the market is prohibited.
 - To ensure physical distancing of at least 6 feet between customers seated at different tables, tables must be spaced at least six (6) feet apart when measured from the back of the chair at one table to the back of the chair at the adjacent table.
 - Table shall be limited to no more than 6 people in the same party.
 - Temporary structures used for outdoor dining must comply with the State's criteria for an outdoor setting, as specified in the California Department of Health's mandatory guidance on [Use of Temporary Structures for Outdoor Business Operations](#).
- Public seating areas (e.g., chairs, benches and other public spaces) are reconfigured to support physical distancing.
- Live entertainment operations are allowed outdoors only. There must be a visible demarcation to create at least 12 feet of distance between the seated customer groups and the stage or performer. Performers should use microphones for performances to the maximum extent feasible so that performers can limit voice projections, which cause more particles, aerosols, and droplets to be released and travel farther.
 - Customer dancing is prohibited. Customer groups must remain seated as much as practicable during any performance.
 - Customers who are watching the live entertainment must be physically distanced from others by at least 6 feet and must be masked. No eating and drinking while watching outdoor live entertainment unless seated at a designated outdoor dining areas.

C. MEASURES FOR INFECTION CONTROL

- Stations are available throughout the Market to enable customers to access proper sanitation products, including hand sanitizer with at least 60% alcohol content, tissues and trash cans.
- A cleaning and disinfection plan for high-touch surfaces and access areas has been developed and is followed:
 - Common areas and frequently touched objects related to customer pickup and payment (e.g., tables, credit card readers) are disinfected at least once per day during business hours using EPA approved disinfectants.
 - Increase cleaning and disinfection for surfaces that are in high traffic areas or for surfaces that are exposed to unmasked individuals.
- Customers are instructed that they must wear a face mask at all times while in the Market. This applies to all adults and to children 2 years of age and older. Individuals who have been instructed not to wear a face mask by their medical provider must wear a face shield with a drape on the bottom edge, to be in compliance with State directives, as long as their condition permits it. A drape that is form fitting under the chin is preferred. Masks with one-way valves must not be used. To support the safety of your employees and other customers, a face mask should be made available to patrons who arrive without them.

- Customers may remove face mask only when eating/drinking in designated outdoor dining area.
 - Customers must be seated to consume any food or beverages. Customers may not walk around or stand while eating or drinking.
 - Customers who refuse to wear a face mask may be refused service and asked to leave.
- Symptom checks are conducted before customers may enter the Market, in compliance with LA County DPH [Entry Screening Guidance](#). Checks must include a check-in concerning cough, shortness of breath, difficulty breathing, fever or chills and whether the individual is currently under isolation or quarantine orders. These checks can be done in person or through alternative methods such as on-line check in systems or through [signage](#) posted at the entrance to the facility stating that visitors with these symptoms should not enter the premises.
- Negative Screen (Cleared). If the person has no symptom(s) and no contact with a known COVID-19 case in the last **10** days, they can be cleared to enter the establishment for that day.
 - Positive Screen (Not Cleared):
 - If the person has had contact with a known COVID-19 case in the last 10 days or is currently under quarantine orders, they may not enter and must be sent home immediately to quarantine at home. Provide them with the quarantine instructions found at ph.lacounty.gov/covidquarantine.
 - If the person is showing any of the symptoms noted above or is currently under isolation orders, they may not enter and must be sent home immediately to isolate at home. Provide them with the isolation instructions found at ph.lacounty.gov/covidisolation.
- Customers arriving at the Market with children must ensure that their children stay next to a parent, avoid touching any other person or any item that does not belong to them, and are masked if age permits.
- Contactless payment systems are in place or, if not feasible, payment systems are sanitized regularly.
- Outdoor restrooms and handwashing stations are provided with hand soap, paper towels and touchless trashcans. Outdoor public restrooms are checked regularly and cleaned and disinfected at least once per day or more often as determined necessary using EPA approved disinfectants.
- Public drinking water fountains are turned off and have signs informing customers that they are inoperable.
- Customers have easy access to proper sanitation products, including hand sanitizer, tissues and trash cans in common areas throughout the Market. Booth vendors provide hand sanitizer station in their booth if they allow customers to handle their products.
- Children's play areas, activity areas or other amenities (e.g., holiday photos) are not permitted.
- Optional - Describe other measures (e.g. providing senior-only hours, encouraging online ordering/pick-up of orders, incentivizing non-peak sales):

FOOD SERVICE SAFETY CONSIDERATIONS

- All food safety practices and requirements outlined in the California Retail Food Code (CRFC) are being followed and maintained.
- Outdoor dining areas may be open in compliance with the [DPH Protocol for Restaurants](#). Food vendors may only sell alcohol when purchased in the same transaction as a meal.
- Clean and sanitize utensils and equipment at the required frequency outlined in the CRFC.
- Adhere to employee health and hygiene practices: Don't work when ill; wash hands frequently; gloves used as required in the CRFC.
- Ensure all food and food ingredients are from an approved food source.

- Food preparation employees are discouraged from changing or entering others' workstations during shifts.
- No sampling of unpackaged food is permitted.

D. MEASURES THAT COMMUNICATE TO THE PUBLIC

- A copy of this protocol or the Market's printed Los Angeles County COVID-19 Safety Compliance Certificate is posted at all public entrances to the facility. For more information or to complete the COVID-19 safety compliance self-certification program, visit <http://publichealth.lacounty.gov/eh/covid19cert.htm>. Facilities must keep a copy of the Protocols onsite at the facility for review, upon request.
- Signage is posted at the entrance of the Market and each booth that reminds customers to maintain physical distancing of six feet, the need to wear a face mask at all times, the importance of regular handwashing and the need to stay home if they are feeling ill or have symptoms of COVID-19. See the [County DPH COVID-19 Guidance webpage](#) for additional resources and examples of signage that can be used by businesses.
- Signage is posted that reminds individuals that they are not permitted to eat or drink while at the Market except in a designated outdoor dining area.
- Signage throughout the Market indicates to customers where to find the nearest hand sanitizer dispenser.
- Online advertisements for the Market (website, social media, etc.) provide clear information about market hours, required use of face masks, limited occupancy, any policies in regard to admission, preordering, prepayment, pickup and/or delivery and other relevant issues.

E. MEASURES THAT ENSURE EQUITABLE ACCESS TO CRITICAL SERVICES

- Services that are critical to the customers/clients have been prioritized.
- Transactions or services that can be offered remotely have been moved on-line.
- Measures are instituted to assure access to goods and services for customers who have mobility limitations and/or are at high risk in public spaces.

Any additional measures not included above should be listed on separate pages, which the business should attach to this document.

You may contact the following person with any questions or comments about this protocol:

Business Contact Name:

Phone number:

Date Last Revised:
