

## Physical distancing guidelines for Yukon businesses

We can limit the spread of COVID-19 in Yukon by practising physical distancing. This means avoiding close contact and keeping a distance of at least 2 metres (6 feet) from others. There are steps you can take to practise physical distancing in your business, and keep your employees and clients safe.

### Physical Distancing

Physical distancing of more than 10 people are banned, but this does not apply to businesses, if you can:

- Create an environment where customers can practice safe physical distancing of 2 metres (6 feet). Post [signs](#), set up barriers or traffic cones, mark using chalk or tape to support distancing requirements where people may line up or congregate (e.g., the checkout counter, service desk, display, etc.)
- Remove any seating, including chairs, benches, etc. There must be no place for customers to sit or loiter.
- Remove items like magazines, pens and papers from common areas to reduce contact.

Control the number of people in your business at any one time.

- Encourage your clients to order online and have the goods delivered, if possible.
- Make goods available for curbside pick-up.
- Consider asking clients to wait outside your office or business if you have reach the capacity you set for your business.

### Good Hygiene

- Don't shake hands. Greet your clients with a smile or a wave.
- Employees must wash hands frequently with warm water and soap for at least 20 seconds and dry with disposable paper towels, post handwashing [sign](#).
- Use hand sanitizer (60% alcohol) if water isn't available, between serving clients, and frequently throughout the day.
- Provide access to hand sanitizers for customers and post signs to encourage use or have an employee requesting customers upon entry to sanitize their hands.
- Place paper tissues near doorways for people to use to open door handles. Provide a trash can next to the door for immediate disposal of the tissue.
  - When emptying the garbage, take care to not touch used tissues with your hands.
  - Lining the garbage with a plastic bag makes waste disposal easier and safer.

## Sanitize Frequently

- Regularly sanitize high-use surfaces like door handles, debit machines, telephones, computer monitors and keyboards, etc.
- When disinfecting, spray the cleaner into a paper towel, cloth or use a disinfectant wipe to clean surfaces and dispose immediately after use.
- Sanitize the handle of grocery carts and baskets between each use.
- To learn more about cleaning and sanitizing read: [Cleaning and disinfecting in the work place](#)

## Additional protective steps

- Install a plexiglass sheets in front of each cashier.
- Change disposition of your cash counter to permit your cashiers to be 2 metres from other cashiers.
- Install floor decals as a reminder for clients to keep the 2-metre physical distancing requirements while lining up to pay.
- Cashiers should wear gloves where possible and should not touch their face. When removing the gloves, follow the glove removal protocol and dispose immediately – never reuse gloves. Wash hands afterwards. Use hand sanitizer between each customers when not wearing gloves.
- Each employee should carry his or her own pens.
- Customers should stay behind the mark on the floor during the transaction and once the transaction is done the cashier should step back to allow the customer to take their purchase from counter.
- Implement cleaning protocol applied throughout your store, this include your back store or storage space.

## Limit access to communal spaces

- Close access to your staff room or communal kitchen area if you cannot clean the space regularly.
- To help prevent the spread ask your employees to use disposable, single use or their own plates/cups/cutlery.
- Consider closing public washrooms if you cannot clean them regularly. Washrooms should be cleaned after every use.

Here some examples to help you make the best decision based on the level of risk at your business and depending on the level of customer visiting your establishment:

- **High traffic areas** like cash counters, pin pads, pens, keyboard, mouse, arms of chairs, lunchroom or staff room – should be cleaned after every customer or staff interaction.
- **High touch surfaces** like door and door knobs, phone register, bar code scanners, plexiglass – should be clean a minimum of three times daily so (e.g., at opening time, in the afternoon and at closing time)
- **Medium touch surfaces** like drawer handles, light switches, safe, display cases, locks and keys, shelving – should be clean once a day (e.g., at closure time)

## Monitor and protect your health

- Ensure employees with cold, influenza, or COVID-19 like symptoms such as sore throat; fever, sneezing, and coughing remain at home.
- Avoid touching eyes, nose and mouth.
- Cover mouth and nose with bent elbow or tissue if coughing or sneezing. Wash hands immediately afterward.
- Post [signs](#) advising customers who arrive with cold, influenza, or COVID-19 like symptoms to return home and use a delivery service instead.

## Do you have further questions?

We understand that this is a challenging time and want to thank you for your dedication and support of others in our community.

Please refer to our website for up-to-date information on COVID-19 [Yukon.ca](https://www.yukon.ca)

You have non-medical questions email [covid19info@gov.yk.ca](mailto:covid19info@gov.yk.ca) or call Yukon's COVID-19 InfoLine at **877-374-0425**.

If you or your staff have individual health concerns, please call Yukon's HealthLine at **811**.