

SOUTH SALT LAKE RE-OPENING TIERS

<u>Tier</u>	1 Virtual	2 Semi-virtual	3 Live
Operational Status	All business conducted electronically/remotely to the greatest extent practicable and allowed under the law.	Encourage electronic/telephonic means to do business with the public. In person business transactions by appointment only.	Live in person business with additional precautions.
Building and Facilities Status	Buildings and Facilities closed to the public.	Buildings and Facilities with limited access by appointment only. Appropriate taping/ markings to designate physical distancing expectations and proper COVID-19 signage posted.	Buildings and Facilities open to walk in business with physical barriers in place between the public and City staff and/or appropriate physical distancing observed. Appropriate taping/ markings to designate physical distancing expectations and proper COVID-19 signage posted.
Telework Status	Teleworking to the greatest extent practicable. All employees working remotely in their current position, reassigned based on the emergency, or furloughed. Employees who perform essential services and whose job functions cannot be performed remotely even under the revised business operations will still report to regular work station.	On a department by department basis work to facilitate business on an appointment basis when such business is impracticable through electronic or telephonic means. Departments are encouraged to stagger shifts and facilitate telecommuting to the greatest extent practicable while still meeting the business demand during the emergency.	All employees report back to work location to conduct business with the public face to face. Employees who report to work are required to comply with all applicable sick and personnel policies.

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	Employees who report to their regular work station are required to comply with all applicable sick and personnel policies.	Employees who report to work are required to comply with all applicable sick and personnel policies.	
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<u>Tier</u>	<u>1</u> Virtual	<u>2</u> Semi-virtual	<u>3</u> Live
Sanitizing and Cleaning	<p>Lower Frequency</p> <p>See Public Asset’s COVID Facility Maintenance Schedule.</p>	<p>Medium Frequency</p> <p>See Public Asset’s COVID Facility Maintenance Schedule.</p>	<p>High Frequency</p> <p>See Public Asset’s COVID Facility Maintenance Schedule.</p>
Building Facility Entry and Behavior	<p>All Persons should comply with physical distancing expectations, including signage and obeying barriers and spacing markers/designations.</p> <p>Individuals Experiencing Symptoms should not enter buildings/facilities.</p>	<p>All Persons should comply with physical distancing expectations, including signage and obeying barriers and spacing markers/designations.</p> <p>Individuals Experiencing Symptoms should not enter buildings/facilities.</p>	<p>All Persons should comply with physical distancing expectations, including signage and obeying barriers and spacing markers/designations.</p> <p>Individuals Experiencing Symptoms should not enter buildings/facilities.</p>
Face Coverings (Staff & Public)	<p>Staff to comply with Executive Orders.</p> <p>Public required to wear a mask when inside a City building/Facility.</p> <p>City will provide a mask to any member of the public who does not have one.</p>	<p>Staff to comply with Executive Orders.</p> <p>Public required to wear a mask when inside a City building/Facility.</p> <p>City will provide a mask to any member of the public who does not have one.</p>	<p>Staff to comply with Executive Orders.</p> <p>Public required to wear a mask when inside a City building/Facility.</p> <p>City will provide a mask to any member of the public who does not have one.</p>
Group Gatherings and Room Capacity	<p>Meetings or other group gatherings should occur through electronic or telephonic means.</p>	<p>Meetings or other group gatherings should occur, if possible, through electronic or telephonic means. If circumstances render such business impracticable, groups limited to 25% of the room occupancy are allowed with physical distancing observed.</p>	<p>Meetings or other group gatherings should occur, if possible, through electronic or telephonic means. If circumstances render such business impracticable, groups limited to 50% of the room occupancy are allowed with physical distancing observed.</p>

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<p>Individual Movement within Building and Facilities</p>	<p>Staff is to remain within their workstation area only and bathroom facilities.</p>	<p>Staff is required to remain within their workstation area and limit unnecessary travel.</p> <p>Individuals visiting City buildings/facilities should avoid unnecessary travel within the buildings/facilities.</p>	<p>Staff is required to remain within their workstation area and limit unnecessary travel.</p> <p>Individuals visiting City buildings/facilities should avoid unnecessary travel within the buildings/facilities.</p>
<p>Handling of Paperwork and Payment Processing</p>	<p>To the greatest extent practicable, paperwork and payment processing should be handled through electronic means.</p> <p>When electronic means is not practicable, sanitize between transactions and avoid sharing of pens.</p>	<p>To the greatest extent practicable, paperwork and payment processing should be handled through electronic means.</p> <p>When electronic means is not practicable, sanitize between transactions and avoid sharing of pens.</p>	<p>Limit sharing of paperwork, and payment processing when it is necessary sanitize between transactions and avoid sharing of pens.</p>