

On Tuesday March 24, Jon Husted, lieutenant governor of Ohio, stated that no form or card is necessary in order to work in compliance with the Essential Business order.

However, we have received reports of local Ohio health department officials showing up at job sites or questioning service work as not “essential”. If the local health departments—which are part of the Stay-At-Home enforcement apparatus—don’t fully understand what “essential” means, then there is cause for concern.

We have been in contact with the Ohio Department of Health and they agree our member companies provide essential services.

ODH holds bi-weekly conference calls with local health districts to update them on issues related to COVID-19. There has been information shared regarding the Governor's order on essential services, and the CISA list of essential services was shared with them.

They suggested if companies are receiving questions from local health districts, they should follow the recommendations from the Lt. Governor and have a statement prepared identifying that they are an essential service, or also provide a printout of the essential businesses and operations list to the health district (**see below**).

ACCO wants to provide you with a tool you can provide your employees to carry with them when performing essential construction and service activity.

This simple letter on your company letterhead may help provide enforcement officials with the information necessary to prove that the work you are doing has been designated as “Essential Business”.

On March 23, 2020 the Ohio Department of Health issued a Public Health Order directing that all businesses, except those identified as “Essential Businesses and Operations” to stay at home, and if possible, work from home, or shut down all operations until April 6, 2020. The Public

Health Order defined “Essential Businesses and Operations” to include “Essential Infrastructure” which includes construction work. The tradesperson in possession of this card/letter is an employee of _____ and is engaged with a construction business that is defined as an “Essential Businesses and Operations” in the State of Ohio.

The tradesperson in possession of this card should be allowed to continue to work unimpeded notwithstanding the Stay at Home Public Health Order.

Contact

Company Name

Company Address

Contact Info



Department
of Commerce

Division of Industrial Compliance

Ohio Department of Health (ODH) Director Amy Acton has ordered all Ohioans to stay home or at their place of residence, effective 11:59 p.m. March 23, except for essential activities, governmental functions, or to operate essential businesses and operations.

In this Stay-At-Home Order, essential businesses and operations consist of **critical trades**. This includes:

- Building and construction tradesmen and tradeswomen
- Plumbers
- Electricians
- Exterminators
- Cleaning and janitorial staff for commercial and government properties
- Security staff
- Operating engineers
- HVAC
- Painting
- Moving and relocation services

For the full COVID-19 Guidance for Essential Businesses and Operations – Critical Trades, [click here](#).

For more information, visit coronavirus.ohio.gov. For answers to COVID-19 questions, call 1-833-4-ASK-ODH (1-833-427-5634).

Thank you,



Geoff Eaton
Superintendent, Division of Industrial Compliance

Also, please remember to follow safety protocols

Businesses which are permitted to stay open during the Ohio Department of Health Director's Stay At Home Order are required to take certain actions under that order in their operations.

The first are social distancing requirements. The required measures are:

- 1. Designate six-foot distances.** Designate with signage, tape, and/or other means six-foot spacing for employees and customers in line to maintain appropriate distance.
- 2. Hand sanitizer and sanitizing products.** Having hand sanitizer and sanitizing products readily available for employees and customers.
- 3. Separate operating hours for vulnerable populations.** Implementing separate operating hours for elderly and vulnerable customers and;

4. **Online and remote access.** Posting online and whether a facility is open and how best to reach the facility to continue services by phone or remotely.

Further, businesses and employers are required to take the following actions:

- a. Allow as many employees as possible to work from home by implementing policies in areas such as telework and video conferencing;
- b. Actually encourage sick employees to stay at home until they are free of fever (without the use of medication) for at least 72 hours (three full days) AND symptoms have improved for at least 72 hours AND at least seven days have passed since symptoms first appeared. Do not require a healthcare provider's note to validate the illness or return to work of employees sick with acute respiratory illness; healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely way;
- c. Ensure that your sick leave policies are up-to-date, flexible and non-punitive to allow sick employees to stay home to care for themselves, children, or other family members. Consider encouraging employees to do a self-assessment each day to check if they have any COVID-19 symptoms (fever, cough, or shortness of breath);
- d. Separate employee who appear to have acute respiratory illness symptoms from other employees and send them home immediately. Restrict their access to the business until they have recovered;
- e. Reinforce key messages—stay home when sick, use cough and sneeze etiquette, and practice hand hygiene—to all employees, and place posters in areas where they are most likely to be seen. Provide protection supplies such as soap and water, hand sanitizer, tissues, and no-touch disposal receptacles for use by employees;
- f. Frequently perform enhanced environmental cleaning of commonly touched surfaces, such as workstations, countertops, railing, door handles and doorknobs. Use the cleaning agents that are usually used in these areas and follow the directions on the label. Provide disposable wipes so that commonly used surfaces can be wiped down by employees before each use and

g. Be prepared to change business practices if needed to maintain critical operations (e.g., identify alternative suppliers, prioritize customers, or temporarily suspend some of your operations).