

**SECOND SHOWING BOUTIQUE
COVID-19 RE-OPENING POLICY**

Version: November 25, 2020

1. **GENERAL**

Since March 2020 we are dealing with a global pandemic (COVID-19) that has demanded a global response in order to minimize further spread.

In order to guarantee the safety and well-being of clientele and staff, Second Showing Boutique has been order to have a plan in place to guide staff to responsibly act according to the current situation and to show those who ask for it what measures have been taken to deal with the current situation.

2. **TASK**

Create and maintain a save environment for clientele, service workers and staff.

3. **EXECUTION**

a. **Building related**

- (1) Signs will inform that Second Showing Boutique will practice Social distancing
- (2) Signs will be posted in store as a reminder to maintain 6 ft (= four(4) floor tiles) with other customers, unless they are part of the same household.
- (3) Signs will be placed to inform the public that wearing a face mask is mandatory when visiting the store.
- (4) Hand wash signs are placed at every sink with hand soap and paper towels
- (5) Hand sanitizer is located at the entrance/exit and counter for staff and visitors to use
- (6) Air ventilation system is operating continuously
- (7) Counter will be wiped with disinfectant after every transaction or customer "contact".
- (8) Pay machine will be disinfected after each use.
- (9) A sneeze screen is placed on the counter to protect both staff and clientele.
- (10) A log will be maintained to track cleaning of contact points (door handles, taps, surface in front of counter, public washroom)

b. **Item related (In-store)**

- (1) Customers are encouraged to try a maximum of 5 items while visiting
- (2) Customers are being advised to measure a well-fitting personal item and take the measurements with them so items can be checked that way before trying them on.

c. **Item related (Consignment drop-off)**

- (1) No more than 15 items will be accepted in one delivery in order to manage available storage space in the store.
- (2) Consignors have to realize that we let items "air out" for 24 hours before looking at them.

d. **Staff related**

- (1) Staff is supposed **to stay home in case**

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- (a) **COVID-19 related symptoms** are experienced or in case of **cold related inconveniences like cough, sneeze or nose cold.**
- (b) You have been in contact with somebody who tested positive for COVID-19 in the past 14 days
- (c) You have been in contact with somebody who entered Canada and/or the “Atlantic Bubble” within the past 14 days
- (d) **When at home due to situations mentioned in 3.d.(1)(a)-(c) contact 811**

- (2) Staff is required to wear a mask while customers are in store. When no customers are inside, staff can take off the masks but have to maintain the 6 ft distance unless they are members of the same household.
- (3) Hands need to be washed or sanitized:
 - (a) When arriving for work
 - (b) Every 60 minutes while at work
 - (c) After every washroom visit

e. Customer related

- (1) Customers are required to wear a face mask covering both mouth and nose during their visit to the store in compliance with regulations set by the Provincial Government
- (2) Customers are asked not to enter the store when:
 - (a) **COVID-19 related symptoms** are experienced or in case of cold related inconveniences like **cough, sneeze or nose cold**
 - (b) You have been in contact with somebody who tested positive for COVID-19 in the past 14 days
 - (c) You have been in contact with somebody who entered Canada and/or the “Atlantic Bubble” within the past 14 days
 - (d) When at home due to situations mentioned in 3.d.(1)(a)-(c) contact 811

4. **LOGISTICS**

a. Medical

- (1) First Aid/CPR
- (2) Medical assistance - 911

5. **CONTACTS**

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- b. Cees Brouwer, owner - (204) 641-8540