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**Seventh Supplement to Public Order Under  
City of Culver City Emergency Authority**

**Issue Date: April 11, 2020**

**Subject: City Measures to Address COVID-19 – Additions to and Extension of Public Orders**

On March 14, 2020, I issued a Proclamation of Local Emergency, as a result of a positive coronavirus respiratory disease (COVID-19) case in our City as well as a rapidly growing number of cases throughout Los Angeles County. Since that time, I have ordered a number of precautionary measures to be taken across the City to protect the public and City workers from an undue risk of contracting COVID-19. Our precautions over these past several weeks and what we continue to do in the coming weeks will affect how well we weather this emergency.

On March 16, 2020, under the authority of Culver City Municipal Code (CCMC) Section 3.09.020, I, as the Director of Emergency Services, issued a Public Order enacting new City measures to protect members of the public and City workers from undue risk of COVID-19 (March 16 Order). The March 16 Order included, among other things, temporary restrictions on certain establishments throughout Culver City, in which large numbers of people tend to gather and remain in close proximity, and a moratorium on evictions of residential tenants ("Residential Tenant Eviction Moratorium").

Since the issuance of the March 16 Order, the number of COVID-19 cases have increased exponentially throughout the City, Los Angeles County, the State, the Nation and the world; and various supplemental orders have been issued by the State of California and the Los Angeles County Department of Public Health, as well as a number of our neighboring communities, including our largest surrounding neighbor, the City of Los Angeles. In step with these agencies, I issued the following supplements to the March 16 Order:

- March 20, 2020 First Supplement to Public Order (March 20 Order): Incorporated by reference, any and all orders set forth in *Public Order Under City of Los Angeles Emergency Authority, Subject: SAFER AT HOME*, issued by Los Angeles Mayor Eric Garcetti on March 19, 2020; established a moratorium on evictions of commercial tenants who have an inability to pay their rent due to circumstances related to COVID-19 ("Commercial Tenant Eviction Moratorium"); relaxed signage and parking restrictions and parking meter fees to facilitate food delivery and pickup; waived outdoor dining and valet parking license fees; and extended the

business tax due date to June 1, 2020. With the exception of the June 1, 2020 business tax exemption, the March 20 Order is effective through April 19, 2020.

- March 27 Second Supplement to Public Order (March 27 Order): Expanded the scope of the Residential Tenant Eviction Moratorium to prohibit all evictions during the moratorium period, subject to certain limited exceptions (mostly related to public health and safety) and extended the duration of the Residential Tenant Eviction Moratorium through May 31, 2020.
- April 1, 2020 Third Supplement to Public Order (April 1 Order): Consistent with the U.S. Department of Homeland Security Cybersecurity & Infrastructure Security Agency (CISA) and the County of Los Angeles' positions regarding the inclusion of firearms retailers as part of the essential critical infrastructure, the April 1 Order clarified the March 20 Order to allow firearms retailers in Culver City to conduct business during the COVID-19 local emergency, (April 1 Order). The April 1 Order is effective through April 19, 2020.
- April 2, 2020 Fourth Supplement to Public Order (April 2 Order): Incorporated by reference all orders set forth in *Public Order Under City of Los Angeles Emergency Authority, Subject: SAFER AT HOME*, issued by Mayor Garcetti on March 19, 2020 (Revised April 1, 2020), excepting those provisions of the City of Los Angeles *SAFER AT HOME* order that are specific to City of Los Angeles locations and services, effective through April 19, 2020.
- April 7, 2020 Fifth Supplement to Public Order (April 7 Order): Extended the Commercial Tenant Eviction Moratorium through May 31, 2020.
- April 8, 2020 Sixth Supplement to Public Order (April 8 Order): Incorporated by reference all orders set forth in *Public Order Under City of Los Angeles Emergency Authority, Subject: Worker Protection Order*, issued by Los Angeles Mayor Eric Garcetti on April 7, 2020, effective through April 19, 2020.

On April 10, 2020, the Los Angeles County Department of Public Health reported the number of COVID-19 cases has risen to 8,430 in Los Angeles County, and both the County and the City of Los Angeles issued revised *SAFER AT HOME* orders, effective through May 15, 2020. Both orders require essential businesses to post a Social Distancing Protocol (<http://coronavirus.lacity.org/socialdistancingprotocol>) at each of their facilities no later than 11:59 p.m. on April 15, 2020. In addition, the City of Los Angeles' revised order further clarifies various activities as exempt and non-exempt. The County's *SAFER AT HOME* order applies to all cities within Los Angeles County.

It remains clear that these significant efforts taken throughout the region over the past several weeks for maintaining hand hygiene, respiratory etiquette, and social distancing must continue in order to further slow the spread of COVID-19.

By virtue of authority vested in me as the Director of Emergency Services, pursuant to the provisions of CCMC Section 3.09.020.B.1.h(2), to make and issue rules and regulations on matters reasonably related to the protection of persons, property and the environment as affected by such emergency, I hereby declare the following orders to be necessary for the protection of life and property and I hereby order:

1. I hereby issue any and all orders set forth in: (a) *Public Order Under City of Los Angeles Emergency Authority, Subject: SAFER AT HOME*, issued by Mayor Garcetti on March 19, 2020 (Revised April 10, 2020), attached hereto as Exhibit A and incorporated herein by reference as though fully set forth herein; and (b) *Public Order Under City of Los Angeles Emergency Authority, Subject: Worker Protection Order*, issued by Los Angeles Mayor Eric Garcetti on April 7, 2020 (Revised April 10, 2020), attached hereto as Exhibit B and incorporated herein by reference as though fully set forth herein. The Social Distancing Protocol required by the *SAFER AT HOME* and *Worker Protection* orders is attached hereto as Exhibit C.
2. Excepted from this Seventh Supplement to Public Order are those provisions of the City of Los Angeles *SAFER AT HOME* order that are specific to City of Los Angeles locations and services.
3. Each of the following public orders, except as expressly provided herein, shall be extended through 11:59 p.m. on May 15, 2020: March 16 Order, March 20 Order, April 1 Order, April 2 Order, April 7 Order and April 8 Order.
4. The Residential Tenant Eviction Moratorium, as set forth in the March 27 Order, shall remain in effect through May 31, 2020.
5. The Commercial Tenant Eviction Moratorium, as set forth in the March 20 Order and April 7 Order, shall remain in effect through May 31, 2020.
6. The June 1, 2020 extension for the payment of Culver City business taxes, as set forth in the March 20 Order, shall remain in effect.
7. Except as otherwise provided herein, this Seventh Supplement to Public Order is in addition to, and does not supersede nor replace, any previously issued orders, which shall remain in full force and effect. If there is a conflict between this Seventh Supplement to Public Order and any other Public Orders, the requirements that provide greater protection for the public's health and safety shall apply.
8. Additional social distancing, infection control and health and safety measures may be imposed at any time, in my sole discretion, in order to ensure the protection of the public's health and safety, and the intent of each and every Public Order is carried out.

Any violation of this supplemental order may be enforced under the CCMC, which provides for fines not to exceed \$1,000 or imprisonment not to exceed six months. Each individual officer should use their discretion in enforcing this order and always keep the intent of the order in mind.

Except as otherwise provided herein, this Seventh Supplement to Public Order shall be effective at 11:59 p.m. on April 11, 2020 and shall remain in effect until 11:59 p.m. on May 15, 2020.

This order may be extended prior to May 15, 2020.

Date: 4/11/2020



John M. Nachbar, City Manager  
Director of Emergency Services  
City of Culver City

# EXHIBIT "A" TO SEVENTH SUPPLEMENT TO PUBLIC ORDER



## **Public Order Under City of Los Angeles Emergency Authority**

**Issue Date: March 19, 2020 (Revised April 10, 2020)**

**Subject: SAFER AT HOME**

The novel coronavirus pandemic is a global emergency that is unprecedented in modern history. Profoundly impacting our daily lives, it has inspired Angelenos to respond with courage, compassion, wisdom and resolve to overcome this crisis and help each other.

In a short period of time and at an unprecedented scale, residents in every community have embraced urgent social distancing best practices and aggressive hygienic precaution, not just to protect themselves, but to protect others. Angelenos understand with exceptional clarity that there is only one way to get through this difficult moment: together.

The City's recent emergency orders — curtailing large public gatherings; temporarily closing many government facilities; closing theaters, bars and entertainment venues; prohibiting restaurants from serving to dine-in customers while permitting take-out, delivery and drive-thru; and a ban on evictions of residential and commercial tenants who cannot pay rent due to financial impacts caused by COVID-19 — have been followed with a willing and generous spirit.

While we have previously taken strong action, now the City must adopt additional emergency measures to further limit the spread of COVID-19.

With this virus, we are safer at home.

Wherever feasible, City residents must isolate themselves in their residences, subject to certain exceptions provided below. This Order is given because, among other reasons, the COVID-19 virus can spread easily from person to person and it is physically causing property loss or damage due to its tendency to attach to surfaces for prolonged periods of time

Under the provisions of Section 231(i) of the Los Angeles City Charter and Chapter 3, Section 8.27 of the Los Angeles Administrative Code, I hereby declare the following orders to be necessary for the protection of life and property in the City of Los Angeles, effective on Friday, April, 10, 2020 at 11:59 PM:

1. Subject only to the exceptions outlined in this Paragraph and Paragraph 5 below, all persons living within the City of Los Angeles are hereby ordered to remain in their homes. Residents of the City of Los Angeles who are experiencing homelessness are exempt from this requirement. The City is working, along with partner government agencies and non-governmental organizations, to make more emergency shelters available for the unhoused residents of our City. City of Los Angeles officials and contracted partners responsible for homelessness outreach shall make every reasonable effort to persuade such residents to accept, if offered, temporary housing or shelter, as the Health Officer of the County of Los Angeles recommends that sheltering individuals will assist in reducing the spread of the virus and will protect the individual from potential exposure by allowing the individual access to sanitation tools. People at high risk of severe illness from COVID-19 and people who are sick are urged to stay in their residence to the extent possible except as necessary to seek medical care.

2. Subject only to the exceptions outlined in this Paragraph and Paragraph 5 below, all businesses within the City of Los Angeles are ordered to cease operations that require in-person attendance by workers at a workplace (including, without limitation, indoor malls and indoor shopping centers, including all stores except for those stores considered essential activities or infrastructure under this Order which are directly accessible to the public from the exterior of the mall or shopping center - the interior of the indoor mall or indoor shopping center shall remain closed to the public). To the extent that business operations may be maintained by telecommuting or other remote means, while allowing all individuals to maintain shelter in their residences, this Order shall not apply to limit such business activities. A business that fails to cease operation despite not meeting an exception in this Paragraph or Paragraph 5 may be subject to having its water and power services shut off by the Department of Water and Power for not being in compliance with the Order. The Deputy Mayor of Public Safety, or his written designee, may, after engagement with and a written warning issued to a noncompliant business, refer that business in writing to the Department of Water and Power to shut off water and power services pursuant to this order. Upon receiving such a written referral, the Department of Water & Power is authorized to shut off water and power services to the noncompliant business operating in violation of the Order

3. All public and private gatherings of any number of people occurring outside a residence are prohibited, except as to those exempted activities described in this Paragraph and Paragraph 5. This provision does not apply to gatherings within a single household or living unit.

4. All travel, including, without limitation, travel on foot, bicycle, scooter, motorcycle, automobile, or public transit is prohibited, subject to the exceptions in Paragraph 5.

5. Exceptions. People may lawfully leave their residence while this Order is in effect only to engage in the following activities:

~~(i) First 24 hour allowance. This Order shall not apply, for a 24-hour period following the effective date above, to allow employees and business owners to access to their workplaces to gather belongings or address other administrative needs, so long as social distancing requirements are followed. Such workplaces shall remain closed to the public in accordance with this Order.~~

(ii) Essential Activities. To engage in certain essential activities, including, without limitation, visiting a health or veterinary care professional, obtaining medical supplies or medication, obtaining grocery items (including, without limitation, canned food, dry goods, fresh fruits and vegetables, pet supplies, fresh or frozen meats, fish, and poultry, any other household consumer products and products necessary to maintain the safety and sanitation of residences and other buildings) for their household or to deliver to others, or for legally mandated government purposes. In addition, any travel related to (a) providing care for minors, the elderly, dependents, persons with disabilities, or other vulnerable persons; (b) returning to one's place of residence from outside the City; (c) travelling to one's place of residence located outside the City; (d) compliance with an order of law enforcement or court shall be exempt from this Order; or (e) legally mandated government purposes. Persons engaging in these essential activities are required to maintain reasonable social distancing practices. This includes maintaining a distance of at least six-feet away from others, frequently washing hands with soap and water for at least twenty seconds or using hand sanitizer, covering coughs or sneezes (into the sleeve or elbow, not hands), regularly cleaning high-touch surfaces, and not shaking hands.

(iii) Outdoor Activities. Travel for purposes of or to engage in passive outdoor activity and recreation, provided that the individuals comply with social distancing requirements, including, without limitation, walking, running, cycling; use of scooters, roller skates, skateboards, or other personal mobility devices; or travel in a vehicle with household members to a location where it is possible to walk, run or ride a bike, horseback ride or operate personal mobility devices, while maintaining social distancing practices. Indoor and outdoor playgrounds for children, except those located within childcare centers, shall be closed for all purposes. The City of Los Angeles, following the recommendations and directives of the County Department of Public Health, shall cancel its recreational and cultural programming and close its beaches, public beach parking lots, beach access points, piers, park trails, trail heads, and park facilities. Parks shall remain open for passive recreational activities while practicing social distancing. "Recreation and cultural programming" refers to recreational and cultural activities, indoor and outdoor sports leagues, aquatics classes, instructional courses, and group sessions on City-owned and operated park land. "Park facilities," which shall



be closed to the public, refers to the City's Department of Recreation and Parks facilities, including: skate parks, basketball courts, tennis courts, volleyball courts, baseball fields, Venice Boardwalk (except as necessary to travel to an essential business), Griffith Observatory, Travel Town, Griffith Park train rides and pony rides, the Cabrillo Marine Museum, Sherman Oaks Castle, EXPO Center, and aquatics facilities. Census Centers located at Recreation and Parks facilities may remain open, provided strict adherence to social distancing practices.

(iv) Work in Support of Essential Activities. To perform work providing essential products and services or to otherwise carry out activities specifically permitted in this Order.

(v) To care for or support a friend, family member, or pet in another household.

(vi) Emergency Personnel. All first responders, gang and crisis intervention workers, public health workers, emergency management personnel, emergency dispatchers, law enforcement personnel, and related contractors and others working for emergency services providers are categorically exempt from this Order.

(vii) Essential Activities Exempt. Certain business operations and activities are exempt from the provisions of this Order, on the grounds that they provide services that are recognized to be critical to the health and well-being of the City. These include:

(a) All healthcare operations, including hospitals, clinics, dentists, pharmacies, pharmaceutical and biotechnology companies, medical and scientific research, laboratories, healthcare suppliers, home healthcare services providers, veterinary care and pet day care providers (excluding pet grooming and training), mental and behavioral health providers, substance use providers, physical therapists and chiropractors, cannabis dispensaries, or any related and/or ancillary healthcare services, manufacturers and suppliers. Healthcare operations does not include fitness and exercise gyms and similar facilities.

(b) Grocery stores, water retailers, farm and produce stands, supermarkets, convenience stores, warehouse stores, food banks, and other establishments engaged in the retail sale of canned food, dry goods, fresh fruits and vegetables, pet food and medication supply (but not grooming or training), fresh or frozen meats, fish, and poultry, any other household consumer products (such as construction supplies, cleaning and personal care products). This includes stores that sell beer, wine, and liquor, groceries and other non-grocery products, and products necessary to maintaining the safety, sanitation, and essential operation of residences. The portions of wineries, breweries and tap rooms that provide tastings to the public are closed. Certified farmers markets may operate only if they are able to obtain written approval from the Bureau of Street Services (BSS) and only according to the guidelines set forth by BSS.

(c) Food cultivation, including farming, livestock, and fishing.

(d) Organizations and businesses that provide food, shelter, and social services, and other necessities of life for economically disadvantaged or otherwise



needy individuals (including gang prevention and intervention, domestic violence, and homeless services agencies).

(e) Newspapers, television news, radio, magazine, podcast and journalism.

(f) Gas service stations, auto part supply, mobile auto repair operations, auto repair shops (including, without limitation, auto repair shops that operate adjacent to or otherwise in connection with an used or retail auto dealership), bicycle repair shops and related facilities. No auto dealership may operate, with the exception of its auto service and part stores. Fully automated or self-service car washes are permitted to operate; car washes that require personnel are not permitted to operate.

(g) Banks, credit unions, financial institutions and insurance companies, and pawn shops.

(h) Hardware and building supply stores, day labor centers, and nurseries.

(i) Plumbers, electricians, custodial/janitorial workers, handyman services, funeral home workers and morticians, moving services, HVAC installers, carpenters, day laborers, landscapers, gardeners, exterminators, property managers and leasing agents, private security personnel and other service providers who provide services to maintain the safety, sanitation, and essential operation to properties and other essential activities discussed in this subsection.

(j) Businesses providing mailing and shipping services, boxes and packaging, and post office boxes.

(k) Educational institutions -- including public and private K-12 schools, colleges, and universities -- for purposes of facilitating distance learning or performing essential functions provided that social distancing of six-feet per person is maintained.

(l) Laundromats, dry cleaners, and laundry service providers.

(m) Restaurants and retail food facilities that prepare and offer food to customers, but only via delivery service, to be picked up, or drive-thru. For those establishments offering food pick-up options, proprietors are directed to establish social distancing practices for those patrons in the queue for pick-up. This includes maintaining a distance of at least six-feet away from others. Schools and other entities that typically provide free food services to students or members of the public may continue to do so under this Order on the condition that the food is provided to students or members of the public on a pick-up and carry out basis only. Schools and other entities that provide food services under this exemption shall not permit the food to be eaten at the site where it is provided, or any other gathering site. Cafeterias, commissaries, and restaurants located within hospitals, nursing homes, or similar facilities are also exempt from this Order. Social distancing shall be maintained at a distance of at least six-feet away from others

(n) Businesses that supply or provide storage for products needed for people to work from home.

(o) Businesses that supply other essential businesses with the support, services, or supplies necessary to operate, provided that strict social distancing is maintained. This section includes, without limitation, utility companies.

(p) Individuals and businesses that ship, truck, transport, or provide logistical support to deliver groceries, food, goods, or services directly to residences, or businesses engaged in essential activities or essential infrastructure.

(q) Airlines, taxis, ride sharing services, car rental companies, and other private transportation services providing transportation services necessary for essential activities and other purposes expressly authorized in this Order.

(r) Home-based care for disabled persons, seniors, adults, or children.

(s) Residential facilities and shelters for homeless residents, disabled persons, seniors, adults, children and animals.

(t) Professional services, such as legal, leasing and real estate transactions, payroll or accounting services, when necessary to assist in the permitting, inspection, construction, transfer and recording of ownership of housing, and when necessary to achieve compliance with legally mandated activities. Vacant units and real property may be shown, provided that appointments and other residential viewings must occur virtually or, if a virtual viewing is not feasible, by appointment with no more than two visitors at a time residing within the same household or living unit and one individual showing the unit (except that in-person visits are not allowed when the occupant is still residing in the residence);

(u) Childcare facilities providing services that enable employees exempted in this Order to work as permitted. To the extent possible, childcare facilities must operate under the following mandatory conditions:

(1) Childcare must be carried out in stable groups of 12 or fewer ("stable" means that the same 12 or fewer children are in the same group each day).

(2) Children shall not change from one group to another.

(3) If more than one group of children is cared for at one facility, each group shall be in a separate room. Groups shall not mix with each other.

(4) Childcare providers shall remain solely with one group of children.

(v) Hotels, motels, shared rental units and similar facilities.

(w) Military/Defense Contractors/FFRDC (Federally Funded Research and Development Centers). For purposes of this Order, essential personnel may leave their residence to provide any service or perform any work deemed essential for national security including, without limitation, defense, intelligence, and aerospace development and manufacturing for the Department of Defense, the Intelligence Community, and NASA and other federal government, and or United States Government departments and agencies. Essential personnel include prime, sub-prime, and supplier contractor employees, at both the prime contract level and any supplier level at any tier, working on federal United States Government contracts, such as contracts for national intelligence and national security requirements.

(x) Businesses that manufacture or sell personal protective equipment or cloth or fabric face coverings, and businesses that sell materials for purposes of assembling such face coverings, subject to the following conditions: for manufacturers, at least 50% of daily production must consist of personal

protective equipment, cloth or fabric face covering or other essential products; for retail businesses, their products may be available to purchasers by delivery or pick-up but may not be open to the public. Nothing in this subsection shall be construed to allow otherwise non-essential businesses to render themselves essential for purposes of this Order by adopting similar sales protocols.

(viii) Government Employees. This Order does not apply to employees of government agencies working within the course and scope of their public service employment. Employees of the City of Los Angeles shall follow any current or future directives issued by the Mayor.

(ix) Essential Infrastructure. Individuals may leave their residences to provide any services or goods or perform any work necessary to to build, operate, maintain or manufacture essential infrastructure, including without limitation construction of public health operations, commercial, office and institutional buildings, residential buildings and housing; airport operations, food supply, concessions, and construction; port operations and construction; water, sewer, gas, electrical, oil extraction and refining; roads and highways, public transportation and rail; solid waste collection, removal, and recycling; flood control and watershed protection; internet and telecommunications systems (including the provision of essential global, national, and local infrastructure for computing services, business infrastructure, communications, phone retail sales and servicing, and web-based services); and manufacturing and distribution companies deemed essential to the supply chains of the industries referenced in this Paragraph, provided that they carry out those services and that work in compliance with social distancing practices as prescribed by the Centers for Disease Control and Prevention and the Los Angeles County Department of Public Health, to the extent possible.

(x) Non-Essential Businesses. Businesses regarded under this Order as “non-essential” may be permitted to conduct minimum basic operations including inventory, security, custodial services, payroll and employee benefits processing, and any reasonable activity designed to maximize the ability for its employees to work remotely from their homes.

6. Public Notice of Social Distancing Protocols. The owner, manager, or operator of any business engaged in Essential Activities or Essential Infrastructure under Paragraph 5, shall prepare and post by no later than 11:59 p.m. on April 15, 2020, a Social Distancing Protocol for each of their facilities within the City of Los Angeles. The Social Distancing Protocol must be (i) substantially in the form attached to this Order as Appendix A; (ii) posted at or near the entrance to the facility so that it is easily viewable by the public and employees; and (iii) provided to each employee performing work at the facility. All such businesses shall implement the Social Distancing Protocol and provide evidence of its implementation to any authority enforcing this Order upon demand.

The City of Los Angeles has adopted the County of Los Angeles Department of Public Health Social Distancing Protocol, available for download at <http://coronavirus.lacity.org/socialdistancingprotocol>

Social Distancing Protocols must observe the following safety guidelines:

- a) limit the number of people who may enter into the facility at any one time to ensure that people in the facility can easily maintain, at all times, a minimum six (6) foot distance from others;
- b) designate where lines may form at a facility, marking six (6) foot increments at a minimum, establishing where individuals should stand to maintain adequate social distancing;
- c) provide hand sanitizer, soap and water, or effective disinfectant at or near the entrance of the facility and in other appropriate areas for use by the public and employees;
- d) post a sign in a conspicuous place at all public entries that instructs members of the public to not enter if they are experiencing symptoms of respiratory illness, including fever or cough, and to maintain social distancing from one another;
- e) regularly disinfect high-touch surfaces, including, without limitation all payment portals, pens, and styluses after each use. Businesses engaged in essential activities and essential infrastructure are encouraged to offer touch-less payment mechanisms, if feasible;
- f) provide employees and contracted workers whose duties require close contact (within 6 feet for 10 minutes or more) with other employees and/or the public with cloth face coverings;
- g) require that members of the public who enter the facility wear a face covering during their time in the facility; and
- h) adhere to communicable disease control recommendations provided by the Los Angeles County Department of Public Health, including guidance for cleaning and disinfecting the site. See guidance posted at [www.publichealth.lacounty.gov/media/Coronavirus/](http://www.publichealth.lacounty.gov/media/Coronavirus/).

7. To the extent that this Order is in conflict with earlier Orders, this Order shall supersede the others.

8. Failure to comply with this Order shall constitute a misdemeanor subject to fines and imprisonment. I hereby urge the Los Angeles Police Department and

the City Attorney to vigorously enforce this Order via Sections 8.77 and 8.78 of the Los Angeles Administrative Code.

9. If any subsection, sentence, clause, phrase, or word of this Order or any application of it to any person, structure, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision shall not affect the validity of the remaining portions or applications of this Order.

This order shall be in place until May 15, 2020, and it may be extended prior to that time.

Dated: April 10, 2020 at Los Angeles, California

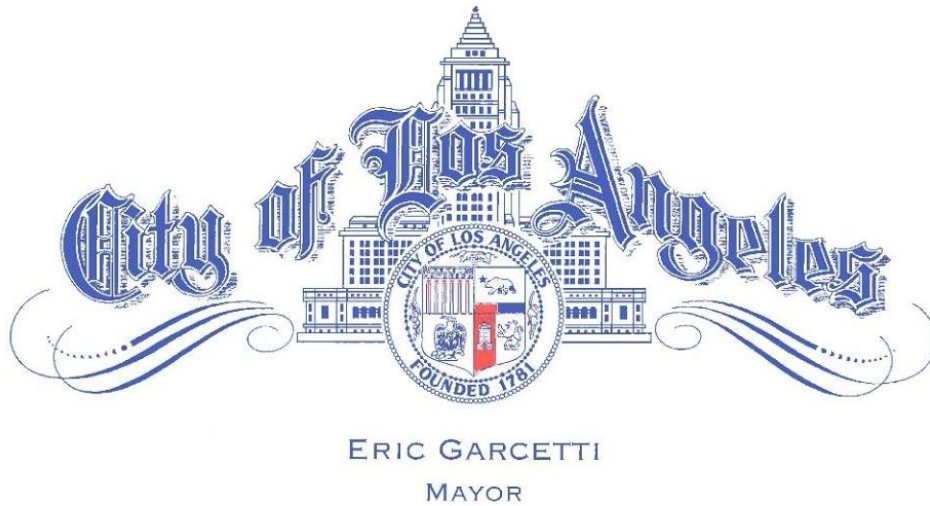
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Filed with the City Clerk

Date: \_\_\_\_\_

Time: \_\_\_\_\_

By: \_\_\_\_\_



**Public Order Under City of Los Angeles Emergency Authority**

**Issue Date: April 7, 2020 (Revised April 10, 2020)**

**Subject: Worker Protection Order**

On March 19, 2020, I issued a Safer At Home Order for the City of Los Angeles to help reduce the spread of COVID-19 in our City. The City's workers continue to provide essential services during this emergency, and some of these critical workers face an outsized risk of exposure. It is imperative that medical workers and first responders continue to follow the advice of health officials and wear hospital grade masks, such as surgical masks or N95 respirators. Our other essential workers who come into frequent contact with others must also be protected from infection. There is a worldwide shortage of medical grade masks, and health officials are increasingly urging non-medical workers to wear non-medical grade cloth face coverings to help curb the spread of COVID-19, by preventing the transmission of respiratory droplets that contain the virus.

Accordingly, today, I am ordering further protections for our non-medical essential workers, requiring them to wear non-medical grade face coverings while performing their work.

Accordingly, by virtue of authority vested in me as Mayor of the City of Los Angeles pursuant to the provisions of the Los Angeles Administrative Code, Chapter 3, Section 8.29 to promulgate, issue, and enforce rules, regulations, orders, and directives, I hereby declare the following order to be necessary for the protection of life and property and I hereby order, effective 12:01: a.m. on April 10, 2020, until the end of the local emergency period, that:

1. All workers who work at businesses or perform services that are exempt under Paragraph 5(vii) of the City of Los Angeles Safer At Home Emergency Order, in the following subsections:

- b. Grocery stores, water retailers, farm and produce stands, supermarkets, convenience stores, warehouse stores, food banks, certified farmers markets and other establishments engaged in the retail sale of canned food, dry goods, fresh fruits and vegetables, pet food and medication supply (but not grooming or training), fresh or frozen meats, fish, and poultry, any other household consumer products (such as construction supplies, cleaning and personal care products);
- d. Organizations and businesses that provide food, social services and other necessities of life for economically disadvantaged or otherwise needy individuals (including gang prevention and intervention, domestic violence, and homeless services agencies);
- h. Hardware and building supply stores, day labor centers, and nurseries.
- i. Plumbers, electricians, exterminators, custodial/janitorial workers, handyman services, funeral home workers and morticians, moving services, HVAC installers, carpenters, day laborers, landscapers, gardeners, property managers and leasing agents, private security personnel;
- l. Laundromats, dry cleaners, and laundry service providers;
- m. Restaurants and retail food facilities that prepare and offer food to customers, but only via delivery service, to be picked up, or drive-thru;
- p. Individuals and businesses that ship or deliver groceries, food, beverages or goods directly to residences or businesses;
- q. Taxis, ride sharing services, car rental companies, and other private transportation services;
- v. Hotels, motels and shared rental units

must wear face coverings over their noses and mouths while performing their work. At this time, the face coverings are not medical-grade masks or N95 respirators, but rather, fabric coverings, such as scarves and bandanas. All essential, non-medical workers required to wear these face coverings must frequently (at least once a day) wash any reusable face coverings, for the health and safety of themselves and others. Single-use face coverings must be properly discarded into trash receptacles.

2. Employers of all workers who work at businesses or perform services described in Paragraph 1 of this Order must permit their employees to wash their hands or use hand sanitizer at least every 30 minutes. All such employers must provide,



at their expense, non-medical grade face coverings for their employees. All such employers must ensure that their employees have access to clean, sanitary restrooms, stocked with all necessary cleansing products; or sanitizing agents required to observe hand sanitation protocols recommended by the Los Angeles County Department of Public Health, provided at the employer's expense. All such employers must implement social distancing measures for customers, visitors, and employees that provides a six-foot buffer, to the extent possible, between individuals.

3. All customers and visitors of businesses and organizations described in Paragraph 1 of this Order must wear face coverings over their noses and mouths to provide additional protection for employees and customers. At this time, the face coverings need not be medical-grade masks or N95 respirators, but can be fabric coverings, such as scarves and bandana coverings.
4. An owner or operator of a business or organization described as "essential" in Paragraph 5(vii) of the City of Los Angeles Safer At Home Emergency Order may refuse admission or service to any individual who fails to wear face coverings.

Additionally, I encourage all retail businesses in Paragraph 1 to install plexiglass to separate cashiers and customers at all points of sale. And I encourage all people to wear face coverings over their noses and mouths when they are outside their homes to obtain essential services and goods. These are recommendations and not requirements.

Any business owner or operator described in Paragraph 1 of this Order may sell face coverings and emergency supplies. All sellers of emergency supplies referenced in this Order shall abide by all price gouging laws. Violations of such laws can be reported here: <https://www.lacityattorney.org/covid19>.

Public Notice of Social Distancing Protocols. The owner, manager, or operator of any business engaged in Essential Activities or Essential Infrastructure under Paragraph 1, shall prepare and post by no later than 11:59 p.m. on April 15, 2020, a Social Distancing Protocol for each of their facilities within the City of Los Angeles. The Social Distancing Protocol must be (i) substantially in the form attached to this Order as Appendix A; (ii) posted at or near the entrance to the facility so that it is easily viewable by the public and employees; and (iii) provided to each employee performing work at the facility. All such businesses shall implement the Social Distancing Protocol and provide evidence of its implementation to any authority enforcing this Order upon demand.

The City of Los Angeles has adopted the County of Los Angeles Department of Public Health Social Distancing Protocol, available for download at <http://coronavirus.lacity.org/socialdistancingprotocol>

Social Distancing Protocols must observe the following safety guidelines:

- a) limit the number of people who may enter into the facility at any one time to ensure that people in the facility can easily maintain, at all times, a minimum six (6) foot distance from others;
- b) designate where lines may form at a facility, marking six (6) foot increments at a minimum, establishing where individuals should stand to maintain adequate social distancing;
- c) provide hand sanitizer, soap and water, or effective disinfectant at or near the entrance of the facility and in other appropriate areas for use by the public and employees;
- d) post a sign in a conspicuous place at all public entries that instructs members of the public to not enter if they are experiencing symptoms of respiratory illness, including fever or cough, and to maintain social distancing from one another;
- e) regularly disinfect high-touch surfaces, including, without limitation all payment portals, pens, and styluses after each use. Businesses engaged in essential activities and essential infrastructure are encouraged to offer touch-less payment mechanisms, if feasible;
- f) provide employees and contracted workers whose duties require close contact (within 6 feet for 10 minutes or more) with other employees and/or the public with cloth face coverings;
- g) require that members of the public who enter the facility wear a face covering during their time in the facility; and
- h) adhere to communicable disease control recommendations provided by the Los Angeles County Department of Public Health, including guidance for cleaning and disinfecting the site. See guidance posted at [www.publichealth.lacounty.gov/media/Coronavirus/](http://www.publichealth.lacounty.gov/media/Coronavirus/).

Failure to comply with this Order shall constitute a misdemeanor subject to fines and imprisonment. I hereby urge the Los Angeles Police Department and the City Attorney to enforce this Order via Sections 8.77 and 8.78 of the Los Angeles Administrative Code.

Dated: April 10, 2020 at Los Angeles, California  
Time: \_\_\_\_\_

Filed with the City Clerk  
Date: \_\_\_\_\_  
Time: \_\_\_\_\_  
By: \_\_\_\_\_

## Appendix A: Social Distancing Protocol

Business name: \_\_\_\_\_

Facility Address: \_\_\_\_\_

Approximate gross square footage  
of space open to the public: \_\_\_\_\_

**Businesses must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is inapplicable to the business.**

### A. SIGNAGE

- ☐ Signage at each public entrance of the facility to inform all employees and customers that they should: avoid entering the facility if they have a cough or fever; maintain a minimum six-foot distance from one another.
- \_\_\_\_\_
- ☐ Signage posting a copy of the Social Distancing Protocol at each public entrance to the facility.

### B. MEASURES TO PROTECT EMPLOYEE HEALTH (CHECK ALL THAT APPLY TO THE FACILITY)

- ☐ Everyone who can carry out their work duties from home has been directed to do so.
- \_\_\_\_\_
- ☐ All employees have been told not to come to work if sick.
- \_\_\_\_\_
- ☐ Symptom checks are being conducted before employees may enter the workspace.
- \_\_\_\_\_
- ☐ All employees that have contact during their shift(s) with the public or other employees are offered, at no-cost, a cloth face covering to be used at work when interacting with them.
- \_\_\_\_\_
- ☐ All desks or individual workstations are separated by at least six feet.
- \_\_\_\_\_
- ☐ Break rooms, restrooms, and other common areas are being disinfected frequently, on the following schedule:
- ☐ Break rooms: \_\_\_\_\_
- ☐ Restrooms: \_\_\_\_\_
- ☐ Other: \_\_\_\_\_
- \_\_\_\_\_
- ☐ Disinfectant and related supplies are available to all employees at the following location(s):
- \_\_\_\_\_
- ☐ Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):
- \_\_\_\_\_
- ☐ Soap and water are available to all employees at the following location(s):
- \_\_\_\_\_
- ☐ Employees are allowed frequent breaks to wash their hands.
- \_\_\_\_\_

☐ Copies of this Protocol have been distributed to all employees.

☐ Optional—Describe other measures:

**C. MEASURES TO PREVENT CROWDS FROM GATHERING  
(CHECK ALL THAT APPLY TO THE FACILITY)**

☐ Limit the number of customers in the store at any one time, which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.

Maximum number of customers in the facility:

☐ Post an employee at the door to ensure the maximum number of customers in the facility is not exceeded.

☐ Placing per-person limits on goods that are selling out quickly to reduce crowds and lines. Explain:

☐ Optional-Describe other measures:

**D. MEASURES TO KEEP PEOPLE AT LEAST SIX FEET APART  
(CHECK ALL THAT APPLY TO THE FACILITY)**

☐ Placing signs outside the store reminding people to be at least six feet apart, including when in line.

☐ Placing tape or other markings at least six feet apart in customer line areas inside the store and on walkways at public entrances with signs directing customers to use the markings to maintain distance.

☐ Separate order areas from delivery areas to prevent customers from gathering.

☐ All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.

☐ Optional—Institute one-way aisles to facilitate Social Distancing.

☐ Optional—Describe other measures:

**E. MEASURES TO PREVENT UNNECESSARY CONTACT (CHECK ALL THAT APPLY TO THE FACILITY)**

☐ Preventing people from self-serving any items that are food-related.

☐ All items are pre-packaged in sealed containers by staff.

☐ Bulk-item food bins are not available for customer self-service use.

☐ Food samples are prohibited.

☐ Providing for contactless payment systems or, if not feasible, sanitizing payment systems regularly.  
Describe:

☐ Optional-Describe other measures (e.g. providing senior-only hours):

**F. MEASURES TO INCREASE SANITIZATION (CHECK ALL THAT APPLY TO THE FACILITY)**

- ☐ Restrooms normally open to the public shall remain open to the public.
- ☐ Disinfecting wipes that are effective against COVID-19 are available near shopping carts and shopping baskets.
- ☐ Employee(s) assigned to disinfect carts and baskets frequently, preferably after each use.
- ☐ Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, at checkout counters, and anywhere else inside the store or immediately outside where people have direct interactions.
- ☐ Disinfecting all payment portals, pens, and styluses after each use.
- ☐ Disinfecting all high-contact surfaces frequently.
- ☐ Optional- Describe other measures:

**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:**

\_\_\_\_\_

\_\_\_\_\_