

PURPOSE

This document provides guidance for North Coast Fellowship (NCF), “a place of worship” to support a safe, clean site and buildings for the whole congregation, guests, and visitors.

WORKPLACE SPECIFIC PLAN

- This document is NCF’s specific COVID-19 prevention plan.
- J.C. Rodriguez, Senior Pastor (619) 818-7509 is the designated person to implement this prevention plan, to communicate, and to facilitate training to all staff and volunteers.
- Refer to the “Topics for Employee and Volunteer Training” (pages 4-5) in the “COVID-19 INDUSTRY GUIDANCE: Places of Worship and Providers of Religious Services and Cultural Ceremonies”, May 25, 2020.

NCF's SPECIFIC PLAN

- 1) Encourage the congregation and guests/visitors who are sick or exhibiting symptoms of COVID-19, or who have family members who are ill, to stay home.
- 2) Face coverings are strongly recommended: "Places of worship are generally encouraged to provide face coverings." The Congregation and guests/visitors will be asked to wear face coverings. "Face coverings are strongly recommended at all times for the congregation and guests/visitors, especially when physical distance of at least six feet is not possible.
- 3) NCF will take reasonable measures to post signage in strategic and highly-visible locations, to remind the congregation and guests/visitors that they should use face coverings and practice physical distancing whenever possible.
- 4) Babies and children under age two should not wear face coverings in accordance with CDC guidelines.
- 5) NCF will use social media, website, texts, email, etc., to communicate the steps being taken to protect the congregation and guests/visitors so that all are familiar with the policies before arriving at North Coast Fellowship.
- 6) The Congregation and guests/visitors will be asked to use hand sanitizer. NCF to install hand sanitizer stations at entrance lobby.
- 7) NCF will frequently disinfect commonly used surfaces including doorknobs, toilets, handwashing facilities, pulpits/podiums, donation buckets, and seating areas. Disinfect microphones and stands, instruments and other items on stage between each use.
- 8) NCF will frequently disinfect shared office equipment (copiers, fax machines, printers, telephones, keyboards, staplers, etc.) and items shared during worship services with a cleaner appropriate for the surface.

- 9) NCF will ensure that the sanitary facilities stay operational and stocked at all times, with more frequently cleaning and disinfecting. Use signage to reinforce handwashing.
- 10) Offering plates will not be passed between people.
- 11) During NCF's worship services, introducing fresh outside air by opening doors is a viable possibility.
- 12) NCF will reconfigure seating to maintain physical distancing of six feet or more between the congregation and guests//visitors. Members of the same household may be seated together but should maintain at least six feet of distance from other households.
- 13) Children's Church will be closed. Children should remain in the care of their parents (and not interact with children of other families at any time while visiting NCF).
- 14) NCF will prop and/or hold doors open during peak periods when the congregation and guests/visitors are entering and exiting the Sanctuary.
- 15) The NCF Prep Kitchen will be closed.
- 16) Discourage the congregation and guests/visitors from engaging in handshakes, hugs, and similar greetings that break physical distance. NCF will take reasonable measures to remind people to wave or use other creative ways of greeting each other.

Places of worship must comply with all **Cal/OSHA standards** and be prepared to adhere to its guidance as well as guidance from the **Centers for Disease Control and Prevention (CDC)** and the **California Department of Public Health (CDPH)**.