Due to the current COVID-19 pandemic, Public Health – Seattle & King County is requesting additional information from Farmers Market Coordinators, prior to approval. The plan will include information on how the market will control for health screening, social distancing and sanitation. The following information should be included in the plan and submitted to PHSKC:

1. Health Screening
   - **Market staff** - Describe how you will ensure all market staff are screened for COVID-19 before beginning work. Include what you plan to do with market staff who either have symptoms or have been exposed to someone with COVID-19 or symptoms.
     - **Recommendation:**
       Please follow DOH Guidelines on quarantine and isolation when staff or vendors have COVID-19 symptoms or are exposed to someone who is sick. This is summarized in our document, “What Should I Do if a Food Worker is Diagnosed with COVID-19”. A link is included with this document.
   - **Vendors** - Describe how you will ensure that all vendors are screened for COVID-19 symptoms before beginning work.
     - **Recommendation:**
       Identify ways to check on vendors before they arrive at the market.
   - **Customers** - Describe how you will ensure customers who exhibit symptoms are excluded.
   - Describe how you plan to discourage/communicate with customers, staff, vendors who are at a higher risk of illness
     - **Recommendation:** Include the full definition of the high-risk category.
       People at higher risk include:
       - Over 60 years of age
       - With underlying health conditions including heart disease, lung disease or diabetes and weakened immune systems
       - Those who are pregnant
   - **Market staff** - Identify market staff who will be charged with the responsibilities of health screening staff, vendors and customers.
   - **Vendors, customers, market staff** - Describe how you will ensure that face coverings are worn at the market to help prevent the spread of Covid-19.
   - **Maintain a daily log of all customers** who voluntarily provide contact information, including customer names, phone/email, and time/date they were at the market. Maintain the log for 30 days to help with contact tracing.

2. Social Distancing
   - Describe how you plan to ensure adherence to social distancing requirements at all times (vendors, customers, market staff).
   - Describe how you are ensuring market vendors are keeping adequate social distancing during set up and tear down.
• Describe your plan to ensure multiple customers aren’t crowding a booth. How do you plan to limit customer numbers to reduce indoor/outdoor crowding?
• Describe your plan to ensure customers that are waiting to get into the market or inside the market aren’t congregating.
• Describe how you plan to space booths, customers in line, and customers walking through the market so 6-foot social distancing is followed.
• Describe the signage you will use to notify customers about social distancing expectations, not to gather in groups, staying home if sick, face coverings and where you will have these posted (required at entrances).
• Identify market staff who will be charged with the responsibility of ensuring the social distancing plan is followed.
• Describe how you will intervene with customers, vendors and staff that aren’t complying with the social distancing requirements?

Recommendations:

• Have specific market entry and exit points so the number of customers coming in and going out of the market can be counted and controlled.
• The number of customers in the market at any given time should be kept at or below the maximum capacity to allow adequate space for the required social distancing. Other customers must follow social distancing requirements while in line to enter.
• Consider expanding market hours to prevent overcrowding by spacing out the number of customers at the market.

**UPDATE for 2021:** Vendor booths may be placed at a minimum of 6 feet apart with up to 2 customers allowed per booth OR at a minimum of 10 feet apart with up to 3 customers allowed per booth. Vendor booth spacing can be combined within the market, e.g. 20 booths that are 6 feet apart and 20 booths that are 10 feet apart would allow a total of 100 customers (20 booths x 2 customers and 20 booths x 3 customers = 40+60 total).

3. Sanitation

• Describe your overall sanitation plan, including sanitizing common contact surfaces, and disinfection of restrooms.
• Describe how you plan to provide adequate hand wash stations for vendors, customers and staff. Additional hand wash sinks may be required. How will you keep them supplied with hot water, soap and paper towels throughout the day?
• Describe how you will provide adequate restroom access with adequate hand wash stations to the vendors, customers, and market staff.
• Identify market staff that will be charged with the responsibility of ensuring sanitation plans are met.
• Ensure a hand wash station is provided for each vendor booth.
• Provide hand sanitizer or hand wash stations at market entry points.
• Provide a hand wash station for staff use.

4. Vendors

• Provide a list of vendors who will be participating at the market.
• A temporary handwashing station will be required in every vendor booth.
• Except for produce, all food and bakery products must be prepackaged.
• Sampling, food prepared at the market (in food booths or in mobile food trucks), entertainment and other non-essential services should be excluded.
• In addition to packaged food, produce and farmer grown cut flowers sold in prearranged bouquets, farmers markets can add non-food retail vendors i.e., crafters at their markets.

A hand wash station must be set up in the retail vendor’s booth. You must also follow the Governor’s Guidelines for retail.

The option for customers to select their own produce will be allowed only if both the vendor and market manager agree to offer this to customers. If both agree to allow customers to select their own produce, the following will be required: Hand sanitizer available to customers; a six foot distance between the vendor and where the produce is placed; and a message urging customers to minimize their time at the produce booth. Whole fruits and vegetables are not considered ready to eat. Before consumption, they should be washed.

If retail vendors allow customers to try on personal items i.e., jewelry, clothes etc., customers must sanitize or wash their hands at the retail vendor booth before handling the item. If not purchased, the item must be sanitized or removed from the sales area for 24 hours. The customer contact/fitting room area must be sanitized after each customer.

5. Summary report
   • Describe your plan to document what went well, what didn’t, and needs for improvement at the end of each market day.
   • Provide a summary report to Public Health monthly that includes each component:
     o Health checks
     o Social distancing
     o Sanitation
   • Identify market staff that will be charged with documenting and submitting the summary report to Public Health.

6. Further Recommendations
   • PHSKC strongly recommends that vendors offer prepaid delivery and/or preorder options to customers to further reduce social interactions at the market.

A farmer’s market plan will be considered approved only on a contingency basis. Continued approval will be dependent on the monthly review of your end of day market reports. In addition, we will be monitoring your plan of operation while the market is open to verify that the procedures and plans as described are being followed.

Under the following circumstances, Public Health can require the market to discontinue:

• PH receives a number of legitimate complaints regarding a lack of compliance.
• Lack of verification/documentation.
• Lack of follow-up with identified issues. Reports of exposures to COVID-19, or of illnesses resulting from exposure and failure to manage the situation.
When to do when a food worker has COVID-19 - King County

Please review employee health policies and procedures with staff. **Employee health policies should prohibit food workers from working in food establishments while sick.**

The following are links to a King County Public Health handout on recommendations for food establishments as well as original document sources for the above information.

- Guidelines for restaurants and other food businesses
- What to do if you have confirmed or suspected coronavirus disease (COVID-19)
- What to do if you were potentially exposed to someone with confirmed coronavirus disease (COVID-19)
- What to do if you have symptoms of coronavirus disease 2019 (COVID-19) and have not been around anyone who has been diagnosed with COVID-19
- Food Worker and Establishment Guidance on COVID-19
- What to do if an Employee has COVID-19 and What Not to Do