

Guidelines for Golf in New Jersey



Golf Administration Employees

- **PRACTICE GOOD HYGIENE** - Regularly wash your hands for at least 20 seconds.
- Don't punch in at time clock, keep a written record of punch times.
- Employees who appear to have symptoms (i.e., fever, cough, or shortness of breath) upon arrival at work or who become sick during the day should immediately be separated from other employees, customers, and visitors and sent home.
- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow. Throw used tissues in the trash and immediately wash hands with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer containing at least 60% alcohol.
- Clean AND disinfect frequently touched objects and surfaces such as workstations, keyboards, telephones, handrails, and doorknobs. Dirty surfaces can be cleaned with soap and water prior to disinfection.
- Avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.
- Ensure restrooms are frequently cleaned and appropriately sanitized throughout the day.
- Posting signage to encourage compliance of CDC regulations such as no hand shaking, frequent hand washing.
- Having staff always wear protective gloves and face masks following the orders in place and as needed.
- Monitoring parking lots by essential employees to ensure congregation and tailgating does not happen.
- Increasing frequency of HVAC filter changing.
- Educating staff on CDC requirements and proper hygiene and sanitation regulations.
- Keeping up to date on all changes that are happening daily and weekly on the informed plan once determined.