



Responsible RestartOhio



Deputy Registrar

Mandatory

Employees

- **Ensure a minimum six feet social distancing between employees.**
- Must conduct daily symptom assessments. Anyone experiencing symptoms must stay home.*
- Wash hands frequently or use alcohol-based hand sanitizer.
- Place hand sanitizer in common areas.
- Clean and sanitize high-touch surfaces frequently and at the end of each day.
- Clean vision screening machines, kiosks, and signature pads after each use.
- Post a list of COVID-19 symptoms in a conspicuous place and ask customers and guests not to enter if symptomatic.
- Businesses must require all employees to wear facial coverings, except for one of the following reasons:
 - Facial coverings in the work setting are prohibited by law or regulation.
 - Facial coverings are in violation of documented industry standards.
 - Facial coverings are not advisable for health reasons.
 - Facial coverings are in violation of the business' documented safety policies.
 - Facial coverings are not required when the employee/volunteer works alone in an assigned work area.
 - There is a functional (practical) reason for an employee/volunteer not to wear a facial covering in the workplace.

(Businesses must provide written justification, upon request, explaining why an employee is not required to wear a facial covering in the workplace. At minimum, facial coverings (masks) should be cloth/fabric and cover an individual's nose, mouth, and chin.)

Customers and Guests

- **Ensure a minimum of six feet social distancing.**
- Follow directions on social distancing signage and floor markings.
- Stop at the customer check-point when entering the facility for further direction.
- Remove face coverings for BMV photos.

Physical Spaces

- **Ensure minimum six feet between people for social distancing.**
- Install barriers at customer facing workstations.
- Display social distancing signage and appropriate floor markings.
- Limit occupancy to 50% of established capacity.

Confirmed Cases

- Immediately isolate and seek medical care for any individual who develops symptoms.
- Contact the local health district about suspected cases or exposure.

Recommended Best Practices

- Please follow the Centers for Disease Control and Prevention's Interim Guidance for Implementing Safety Practices at <https://www.cdc.gov/coronavirus/2019-ncov/downloads/critical-workers-implementing-safety-practices.pdf>

- Visit [oplates.com](https://www.oplates.com) to determine if the service you need can be accomplished online.
- If you must visit a deputy registrar, book an arrival window using the Get In Line, Online system at bmv.ohio.gov to help control flow of customers.
- Face coverings for customers are recommended.
- Use hand sanitizers offered by the BMV in high-contact locations.

- Work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications.
- Once testing is readily available, test all suspected infections or exposures.
- Following testing, contact local health department to initiate appropriate care and tracing.

*Per the CDC, symptoms include cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, and new loss of taste or smell.