

Open DuPage

DuPage County, COVID-19 Reopening Guide

MANUFACTURING

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The following is intended to serve as a planning guide for reopening “non-essential” facilities in DuPage County.

In no way does this document give the authority for businesses to open and all State of Illinois Executive Orders apply.

The information is taken from industry experts, in accordance with federal, state, and county guidelines. As resources and guidelines are constantly changing, please consult the most recent documents prepared by these agencies for guidance.



CURRENT STATE OF COVID-19 FOR MANUFACTURING

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CURRENT STATE OF COVID-19 FOR RETAIL

- Currently, all businesses and operations in the State, except for Essential Businesses and Operations, are required to cease all activities except Minimum Basic Operations according to IL Executive Order 10.
- Other businesses may operate in a work-from-home setting under the executive order issued by Governor Pritzker.
- IL Executive Order 32 includes modifications effective May 1 that relate to the manufacturing industry.



MODIFICATIONS TO EXECUTIVE ORDER

- Manufacturers continuing to operate must follow social distancing requirements and take appropriate precautions, including:
 - Providing face coverings to employees unable to maintain 6' distance
 - Staggering shifts
 - Reducing line speeds
 - Operate only essential lines, shutting down non-essential lines
 - Ensuring that all spaces where employees gather allows for social distancing
 - Downsizing operations as necessary to allow for social distancing and provide safe workspace
- All businesses that have employees reporting to a worksite must post guidance from the Illinois Department of Public Health and Office of the Illinois Attorney General regarding workplace safety.



RECOMMENDED REOPENING GUIDELINES FOR MANUFACTURING

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Open DuPage recommends that the non-essential manufacturing industry in DuPage County reopen in four phases, upon review and agreement of the Open DuPage Advisory Council and after the following criteria have been generally met....

CRITERIA FOR REOPENING

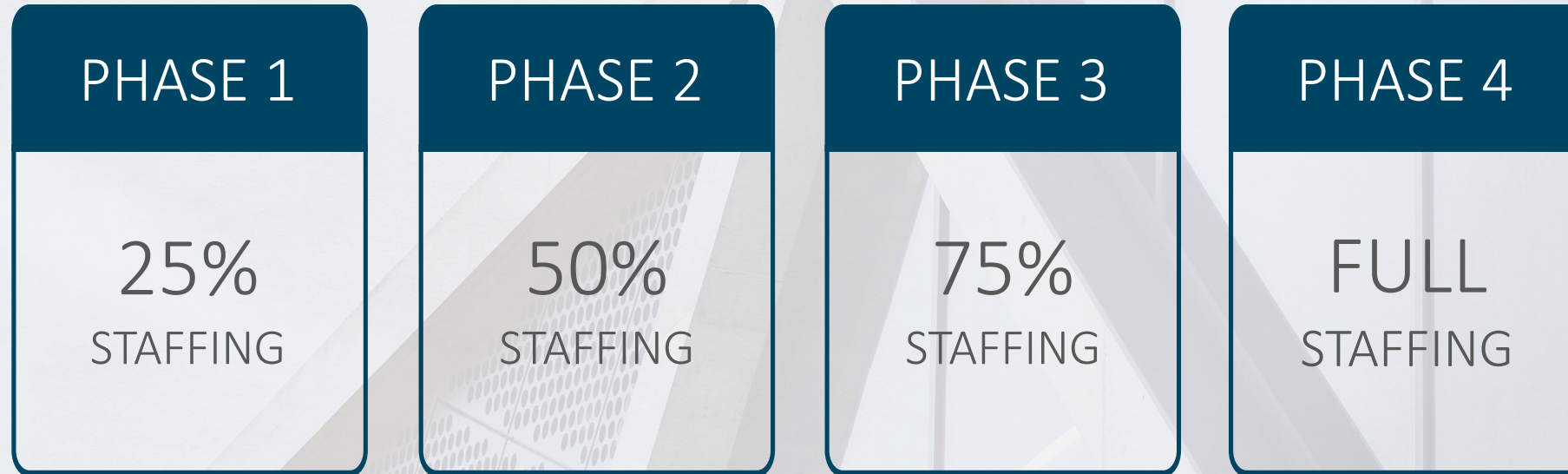
1. Downward trajectory of the percentage of COVID-19 tests that are positive in DuPage County.
2. Downward trajectory of new COVID-19 hospitalizations at hospitals in DuPage County.
3. The healthcare system can safely care for all patients, including having appropriate personal protective equipment for healthcare workers.
4. There is sufficient capacity to interview and isolate all new cases and to identify and notify each case's contacts in order to prevent future spread.



PHASED REOPENING PLAN

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PHASED REOPENING PLAN

- Although a gradual approach is suggested, it is understood that manufacturing companies have unique operations and might require for example, 50% of staff to reopen.
- It's up to the manufacturer to plan for a modified or gradual or phased plan based on their requirements for operation.
- A timeline for transitioning between phases shall be based on health data determined by DuPage County Health Department and Open DuPage Advisory Council.



PHASED REOPENING PLAN

- Reopening in phases will be generally separated by 2-3 weeks.
- After each phase, the Open DuPage Advisory Council will review the numbers of new COVID-19 daily case counts, hospitalizations, deaths, and other indicators.
- The results of reopening decisions will take 2-3 weeks to be reflected in those numbers.
- If case counts, hospitalizations, and deaths go up, further actions in reopening should be paused, and steps should be taken to get control of the rising numbers.



PREPARE A PLAN FOR REOPENING

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STEP ONE: PREPARE FACILITY FOR REOPENING

- Designate a COVID-19 Company Representative or Team to develop and implement a reopening plan.
- Ensure you have access to CDC recommended personal protection equipment, and EPA recommended cleaning supplies.
- Review, monitor, and update procedures and practices for your business operations based on updated information prepared by the CDC, FDA, EPA, OSHA, Department of Labor, Illinois Department of Public Health and DuPage County Health Department.



STEP TWO: DEVELOP A REOPENING PLAN

- Develop a reopening plan for your facility that is compliant with the Federal, State, and Local agencies listed in Step One.
- Review IMEC's "Illinois Manufacturer Return to Work and Recovery Guide" and incorporate these guidelines into your reopening plan.
- Identify a communications plan that explains all updated policies and practices within the business.
- Identify a phased logistics/operations strategy based on the four-phased approach (i.e. number of staff required per shift, hours of operation, etc.)



STEP THREE: NOTIFY THE DUPAGE COUNTY HEALTH DEPARTMENT

- All non-essential businesses that are currently closed will be required to submit notification to DuPage County Health Department prior to reopening.
- Businesses must submit their re-opening plan with attestation that they have reviewed and implemented the recommendations outlined in the DuPage Reopening Guidance.



STEP THREE: NOTIFY THE DUPAGE COUNTY HEALTH DEPARTMENT

- The submitted plan should also indicate:
 - Planned reopen date
 - Attestation they have implemented recommendations.
 - A point-of-contact at company for operational plans
 - Acknowledgement that the DCHD or municipality, will follow up on any complaints or cases identified and linked to the business
- The DCHD will identify specific points of contact for questions or technical assistance to develop reopening plans. For questions, or to notify the DCHD, please email COVID19business@dupagehealth.org.
- For technical assistance implementing guidance, contact your local municipal economic development representative.
- Employers should post their plan and guidelines in a location that is visible to customers and employees.



REOPENING PHASES

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PHASE ONE: REOPEN AT 25% STAFFING

- After the DuPage County Health Department reviews the Reopening Plan, and based on State of Illinois Executive Orders, DuPage County Health Department, and the Open DuPage Advisory Council, Phase One will be implemented.
- All practices and guidelines suggested in Step One will be implemented and following the company plan in Step Two.
- Phase One: 25% staffing
- Phase Two: 50% staffing
- Phase Three: 75% staffing
- Phase Four: 100% staffing

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ADDITIONAL RESOURCES

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- State of Illinois Executive Orders & other COVID-19 resources [Click here](#)
- Illinois Department of Public Health & Office of the IL Attorney General [Workplace Health & Safety Guidance](#)
- For access to PPE suppliers, visit [IMA Manufacturing Resource Center](#)
- [CDC Coronavirus Business Guidance CDC Resource for Business to Plan, Prepare & Respond to COVID-19](#)
- The FDA's [Best Practices for Food Safety During Covid-19](#)
- [EPA List of COVID-19 Disinfectants](#)
- OSHA [Guidelines for Preparing Workplaces for COVID-19](#)



ADDITIONAL RESOURCES

- Department of Labor [COVID-19 Resources](#)
- Illinois Department of Public Health [Coronavirus Business Guidance](#)
- DuPage County Health Department [COVID-19 Information for Businesses](#)
- State of Illinois' [FAQ for businesses concerning use of face coverings](#)
- IMEC's [Illinois Manufacturer Return to Work and Recovery Guide](#)
- [National Association of Manufacturers](#)
- Association of Equipment Manufacturers [AEM Member Shared Best Practices for COVID-19 Management](#)



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