



## UPdates for June 12, 2020

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### Please Tell Us What You Need

If you have not yet taken a few minutes to complete our **business needs assessment survey**, please do so. This is your opportunity to tell us, your Economic Development partners, what you need in our COVID-19 “new normal.” The survey will remain open until Monday, June 15. Please share your thoughts with us on how you believe CARES funds from the State of Washington should be distributed in U.P.

### Masks On

As of June 8, cloth facial coverings are required in workplaces in Washington. There are a few exceptions, including for those who work alone and are isolated from interaction with other people.

Employers are required to provide workers with the appropriate type of face covering, mask or respirator depending on the **level of risk for their specific type of work**. Check out **Which Mask for Which Task** for more details. Employees can also bring their own face coverings if their work is in the low risk category.

For more details about this policy, including exceptions, see these **FAQs about the facial covering rule**.

### Reopening Checklist for Retailers

Early reports from around the country seem to indicate that the public is anxious to get back to shopping. To help retailers prepare for their reopenings, as well as to ensure they follow all mandated safety protocols, the Washington Retail Association has a **sample Safety Operational Plan** available for free on their website. This handy checklist covers numerous areas, including foot traffic management, fitting rooms, sanitation and more. The Association also has a Safety Officer on staff who is available to work with retailers to help them reopen safely. Visit their **website** for more details.

### Labor & Industries Inspections

The Department of Labor & Industries has announced that 140 inspectors will fan out across the state to ensure businesses are following all Safe

Start regulations. Although these inspections will be largely complaint-driven, there may also be surprise visits. Every business should ensure it is following the [Governor's guidance related to its specific industries and sectors](#).

## Get Ready Now for Phase 3

Although we are still operating under Phase 2 of the Governor's Safe Start reopening schedule, it is not too soon for businesses to begin preparing for Phase 3.

Per the Safe Start plan, every business operating in Phase 3 must author an outline of measures taken to prevent the spread of COVID-19. Although these plans do not need to be submitted to a state agency or local health jurisdiction, they must be available on the premises and must be shown to Washington State regulatory, health, or safety authorities in the event of an inspection (see above).

Businesses can use this [Phase 3 Safety Plan template](#) to help them implement and document legally-required workplace safety measures. The template serves as a checklist to cover critical workplace safety requirements and can also serve as a reference for inquiring customers and employees. The template can be posted for customer review and to satisfy legal requirements.

## Federal Government Extends PPP Terms

Last week, the Treasury Department announced some changes to the Paycheck Protection Program (PPP). These include:

- Reducing the threshold that borrowers had to spend to maintain worker payrolls from 75 percent of the loan to 60 percent.
- Businesses now have up to 24 weeks in which to use their PPP funds, up from the eight weeks initially outlined in the requirements.

For complete details, visit the [U.S. Treasury Department's website](#) or the [Small Business Administration's PPP page](#).

## Continue to Watch the City's COVID-19 Business Support Page

Don't forget to check out the Economic Development Department's special [COVID-19 Business Support](#) page on the City of University Place website. We update it regularly with information we receive so that it can serve as a repository of critical information and resources for local businesses.

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