



Social Distancing Plan Template for Retail Businesses

Big M Supermarket / 10 Apr 2020 / Finn Ambrose

Complete

Inspection score	Failed items	Created actions
100%	0	0
Name of Store Big M Supermarket		
Store Location 17 Fletcher St, Marrickville NSW 2204, Australia (-33.91070680000001, 151.1528138)		
Conducted on 📅 10th Apr, 2020 ⌚ 10:00 AM +08		
Prepared by Finn Ambrose		

Social Distancing Plan

100%

Stores must implement all applicable measures listed below, and be prepared to explain why any measure that is not implemented is inapplicable to the business.

Approximate gross square footage of space for public access

10,000

Signages and Posters

Provide signages at designated entrance points to inform people that they should: avoid entering the facility if they have a cough or fever; maintain a minimum 6-foot distance from one another; and not shake hands or engage in any unnecessary physical contact.

Completed

– Photos



Photo 1

Post a copy of the Social Distancing Protocol at the designated entrance points

Completed

Display posters within the facility promoting proper hand washing

Completed

– Notes

Copies of the signage were posted in restroom areas and in the pantry room for employees

– Photos



Photo 2

Measures to Keep People at Least 6-ft Apart

Place tape or other markings at least six feet apart in customer line areas inside the store and on sidewalks at public entrances with signs directing customers to use the markings to maintain distance	Completed
<p>– Photos</p>  <p>Photo 3</p>	
Separate order areas from delivery areas to prevent customers from gathering	In Progress
Instruct employees to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary	Completed
Describe other measures: Unanswered	

Measures to Prevent Crowds From Gathering

Limit the number of customers at any one time	Completed
<p>– Notes</p> <p>We've set a limit of 50 customers</p> <p>What is the ideal limit?</p> <p>50</p>	
Assign an employee at the door to ensure that the maximum number of customers in the facility set forth above is not exceeded	Completed
Place per-person limits on goods that are selling out quickly to reduce crowds and lines	Completed
Consider reserving certain hours for senior citizens and other high-risk populations	In Progress

Measures to Protect Employee Health

All employees have been told not to come to work if sick	Completed
Symptom checks are being conducted before employees may enter the work space	Completed

Copies of this plan have been sent to employees	Completed
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Measures to Prevent Unnecessary Contact

Implement measures that prevent people from self-serving any items that are food-related	Completed
Avoid permitting customers to bring their own bags, mugs, or other reusable items from home	In Progress
Provide for contactless payment systems or, if not feasible, advise to sanitize payment systems regularly	Completed
Describe other measures Unanswered	

Measures to Improve Sanitation

Hand sanitizer, soap and water, or effective disinfectant is available to the public at or near the entrance of the facility, and anywhere else inside the facility or immediately outside where people have direct interactions	Completed
<p>– Photos</p>  <p>Photo 4</p>	
Disinfect all high-contact surfaces frequently	Completed
Disinfect all payment portals, pens, and styluses after each use	In Progress
Assign employees to disinfect carts and baskets regularly	In Progress
Describe other measures Unanswered	

Contact Person

You may contact the following person with any questions or comments about this plan.

Name

Finn Ambrose

Contact Number

0890705752



Photo 1



Photo 2



Photo 3



Photo 4