

With the situation surrounding the Coronavirus (COVID-19) continuing to evolve, ACM would like to pass along a few safeguards that you can use to contribute to the health and safety of your patrons. These suggestions are gathered from other segments of the hospitality industry or are suggested by the Center for Disease Control (CDC) and our state health experts.

- Disinfect all work areas regularly and frequently, particularly before and after shift changes. The CDC recommends using EPA approved disinfectants ([https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf?mod=article\\_inline](https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf?mod=article_inline)).
- Items to disinfect include the Point of Sale system (screens, keyboards, mice), counters, pull tab boxes, drawer pulls, locks and latches, light switches, telephones, safes, etc. In addition, Etab and Ebingo devices should be disinfected after each use. Apple has reported that the use of cleaning wipes will not damage equipment so long as liquid does not get into any ports. For bingo halls, consider sanitizing tables, chairs, sales locations, concessions and other areas of common use.
- Make hand sanitizer available to your employees and, if you have a booth or are a bingo hall, to your customers.
- Instruct employees to keep their hands clean through proper washing with soap and water and frequent use of hand sanitizer.
- If your organization leases space, work with the lessor to ensure that all common areas receive heightened sanitation, particularly restrooms and other areas used frequently by employees and patrons.
- Practice ‘social distancing.’ Avoid shaking hands. Consider spacing bingo hall patrons further apart as space permits, particularly those within the most vulnerable population (people over 60).
- If an employee is ill or if a member of their immediate family is ill, instruct them to stay home, seek appropriate medical care and follow instructions for self-quarantine as the circumstances require. This is critical to avoid passing the virus along to others.

This is by no means an exhaustive list of safeguards. And, because the situation is changing daily, additional measures may be recommended by State and Federal authorities in the days and weeks to come. We encourage you to pay close attention to the recommendations of the CDC and other experts in the area of infectious disease. We know you agree that our ultimate goal is, and should always be, the health and safety of our fellow citizens.