



GOVERNMENT OF GUAM  
**DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES**  
*DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT*



**COMPLIANCE CHECKLIST FOR BARS AND TAVERNS  
 BASED ON EXECUTIVE ORDER 2020-20, 2020-16, 2020-14,  
 DPHSS GUIDANCE MEMO 2020-07, 2020-12, and 2020-23**

**Name of Establishment:** \_\_\_\_\_ **Company Name:** \_\_\_\_\_

**Location:** \_\_\_\_\_

Item No.	Criteria	Comments	In Compliance with Executive Order and Industry Guidance	
<b>General Requirements</b>				
1	Has a written policy and procedures for COVID-19 prevention and control measures prior to re-opening, which address the following:		Yes	No
	a. Employee health, to include having a plan in place if someone is or becomes sick		Yes	No
	b. Cleaning/sanitizing procedures		Yes	No
	c. Social distancing and other protective measures		Yes	No
2	Operates at no more than the authorized occupancy rate		Yes	No
3	Suspends organized events such as fundraising event, tournament, etc.		Yes	No
4	Prohibits the use of game equipment such as game machines, pool tables, dart boards and other areas where people may congregate that have high-touch surfaces		Yes	No
5	Prohibits the use of dance floor		Yes	No
6	Follows the requirement of the Guam Food Code that also applies to COVID-19 mitigation:		Yes	No
	a. Prohibiting sick employees in the workplace		Yes	No
	b. Strict handwashing practices, to include when and how		Yes	No
	c. Strong procedures and practices to clean and sanitize surfaces		Yes	No
	d. PIC is on site and is a certified food manager		Yes	No
<b>Employee Health</b>				
7	Screens employees and patrons before entering the facility		Yes	No
8	Possesses adequate supplies to support healthy hygienic behaviors		Yes	No
9	Posted signage for employees and patrons on good hygiene and sanitation practices		Yes	No
<b>Cleaning and Disinfection</b>				
10	Has a cleaning and disinfection procedures and schedule in place for common areas, highly touch surfaces, and the entire establishment		Yes	No
11	Regularly disinfects liquor bottles, pour stations, taps, ice coops, etc.		Yes	No
12	Clean silverware, dishes, and glasses are protected or placed in a covered area.		Yes	No
13	Toilet facilities and handwashing sinks are thoroughly and regularly cleaned and disinfected.		Yes	No
14	Possesses adequate cleaning and disinfection products for both employees and patrons		Yes	No

15	Follows CDC's cleaning and disinfecting guidelines		Yes	No
	<b>Ventilation</b>			
16	Maximizes fresh air through use of existing ventilation system		Yes	No
17	Minimizes air from fans blowing from one person directly at another individual		Yes	No
	<b>Social Distancing and Other Protective Measures</b>			
18	Implements social distancing of at least 6 feet and posting of appropriate signage		Yes	No
19	Limits the number of customers in the bar at one time		Yes	No
20	Posted signage at entrance stating that no one with COVID-19 symptoms is permitted inside		Yes	No
21	For live music, ensures there is ample distance (6-foot min.) between musicians and customers		Yes	No
22	Appropriate physical barriers are in place for booth seating		Yes	No
23	For congregations or social gatherings:		Yes	No
	a. Total number of people, including employees, do not exceed the capacity permitted in the most recent E.O. (including private rooms)		Yes	No
	b. Total number of people in each party do not exceed the number allowed for congregations or social gatherings in most recent E.O.		Yes	No
24	Mandating the wearing of face mask		Yes	No
25	Provides hand sanitizers for guests to use at entrances and other designated locations		Yes	No

<b>RECEIVED BY (Name and Title)</b>	<b>DATE</b>
<b>DEH INSPECTOR (Name and Title)</b>	<b>DATE</b>



GOVERNMENT OF GUAM  
**DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES**  
**DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT**



**COMPLIANCE CHECKLIST FOR COSMETIC ESTABLISHMENTS**  
**BASED ON EXECUTIVE ORDER 2020-20, 2020-16, 2020-14, AND**  
**DPHSS GUIDANCE MEMO 2020-07**

**Name of Establishment:** \_\_\_\_\_ **Company Name:** \_\_\_\_\_

**Location:** \_\_\_\_\_

Item No.	Criteria	Comments	In Compliance with Executive Order and Industry Guidance	
<b>General Requirements</b>				
1	Has a written policy and procedures for COVID-19 prevention and control measures prior to re-opening		Yes	No
2	Operates at no more than the authorized occupancy rate		Yes	No
3	Screens clients before entering the facility		Yes	No
4	Posts signage in common areas emphasizing social distancing, handwashing, mask, and other protective equipment		Yes	No
5	Social distancing of at least 6 feet are met and maintained		Yes	No
6	Minimizes contact between individuals by installing physical barrier at reception		Yes	No
7	Mask is worn at all times by employees and customers			
8	Prohibits the use of waiting area; develops a system to have clients wait outside or in their vehicle		Yes	No
9	Removed unnecessary items such magazines, newspaper and any other unnecessary paper products/decor			
10	Provides plastic coverings or disposable paper cover/sheet on vinyl tabletops or headrests		Yes	No
11	Routinely cleans and disinfects surfaces, equipment, and tools in between clients		Yes	No
12	Frequently disinfect highly-touched surfaces including credit card terminals, counters, door handles, light switches, phones, etc.			
13	Soiled linens are placed in a sealed bag or closed container until properly washed		Yes	No
14	Toilet facilities, hand wash sinks, and shampoo bowls are thoroughly cleaned		Yes	No
15	Uses approved cleaning products and according to the directions on the label		Yes	No
<b>Employee Health</b>				
16	Screens employees and patrons before entering the facility		Yes	No
17	Provides and maintains PPE for employees to perform enhanced cleaning/disinfection		Yes	No
18	Stagers shifts, breaks, and meals whenever possible		Yes	No
19	Conducts training for employees on enhanced disinfection and proper PPE base on CDC guidelines		Yes	No

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GOVERNMENT OF GUAM  
**DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES**  
*DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT*



**COMPLIANCE CHECKLIST FOR EATING AND DRINKING ESTABLISHMENTS**  
**BASED ON EXECUTIVE ORDER 2020-20, 2020-16, 2020-14,**  
**DPHSS GUIDANCE MEMO 2020-07 and 2020-12**

**Name of Establishment:** \_\_\_\_\_ **Company Name:** \_\_\_\_\_

**Location:** \_\_\_\_\_

Item No.	Criteria	Comments	In Compliance with Executive Order and Industry Guidance	
<b>General Requirements</b>				
1	Has a written policy and procedures for COVID-19 prevention and control measures prior to re-opening, which address the following:		Yes	No
	a. Employee health, to include having a plan in place if someone is or becomes sick		Yes	No
	b. Cleaning/sanitizing procedures		Yes	No
	c. Social distancing and other protective measures		Yes	No
2	Operates at no more than the authorized occupancy rate		Yes	No
3	Prohibits the use of high touch items such as food trays		Yes	No
4	Prohibits the operation of salad bars, buffets, and/or self-service operations		Yes	No
5	Follows the requirement of the Guam Food Code that also applies to COVID-19 mitigation:		Yes	No
	a. Prohibiting sick employees in the workplace		Yes	No
	b. Strict handwashing practices, to include when and how		Yes	No
	c. Strong procedures and practices to clean and sanitize surfaces		Yes	No
	d. PIC is on site and is a certified food manager		Yes	No
<b>Employee Health</b>				
6	Screens employees and patrons before entering the facility		Yes	No
7	Possesses adequate supplies to support healthy hygienic behaviors		Yes	No
8	Posted signage for employees and patrons on good hygiene and sanitation practices		Yes	No
<b>Cleaning and Disinfection</b>				
9	Has a cleaning and disinfection procedures and schedule in place for common areas, highly touch surfaces, and the entire establishment		Yes	No
10	Possesses adequate cleaning and disinfection products and PPE to perform enhanced cleaning/disinfection		Yes	No
11	Follows CDC's cleaning and disinfecting guidelines		Yes	No
<b>Ventilation</b>				
12	Maximizes fresh air through use of existing ventilation system		Yes	No
13	Minimizes air from fans blowing from one person directly at another individual		Yes	No

<b>Social Distancing and Other Protective Measures</b>			
14	Implements social distancing of at least 6 feet and posting of appropriate signage		Yes No
15	Posted signage at entrance stating that no one with COVID-19 symptoms is permitted inside		Yes No
16	Appropriate physical barriers are in place for cafeteria style dining and booth seating		Yes No
17	For congregations or social gatherings:		
	a. Total number of people, including employees, do not exceed the capacity permitted in the most recent E.O. (including ballroom and private rooms)		Yes No
	b. Total number of people in each party do not exceed the number allowed for congregations or social gatherings in most recent E.O.		Yes No
18	Mandating the wearing of face mask		Yes No

<b>RECEIVED BY (Name and Title)</b>	<b>DATE</b>
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**COMPLIANCE CHECKLIST FOR RETAIL STORES  
BASED ON EXECUTIVE ORDER 2020-20, 2020-16, 2020-14, AND  
DPHSS GUIDANCE MEMO 2020-07 AND 2020-25**

Name of Establishment: \_\_\_\_\_ Company Name: \_\_\_\_\_

Location: \_\_\_\_\_

Item No.	Criteria	Comments	In Compliance with Executive Order and Industry Guidance	
<b>General Requirements</b>				
1	Has a written policy and procedures for COVID-19 prevention and control measures prior to re-opening		Yes	No
2	Operates at no more than authorized occupancy rate		Yes	No
3	Posted signage at entrance stating that no one with COVID-19 symptoms is permitted inside		Yes	No
4	Posted signage at each entrance to remind employees and customers to sanitize hands upon entry and to maintain social distancing		Yes	No
5	Provides floor markings indicating distance for all line/queues		Yes	No
6	Mandating the wearing of face mask		Yes	No
7	Provides hand sanitizer inside each entrance		Yes	No
<b>Cleaning and Disinfection</b>				
8	Has a cleaning and disinfection procedures and schedule in place for common areas, highly touch surfaces, and the entire facility		Yes	No
9	Routinely cleans and disinfects highly touch surfaces including counter tops, shopping carts, and baskets between users		Yes	No
10	Disinfects each re-useable customer contact item between each use (pen for credit cards, change tray, credit card machine, etc.)		Yes	No
11	Restrooms are checked, cleaned, and disinfected every 30 minutes		Yes	No
12	Follows CDC's cleaning and disinfecting guidelines		Yes	No
<b>Employee Health</b>				
13	Screens employees and patrons before entering the facility		Yes	No
14	Provides and maintains PPE for employees to perform enhanced cleaning/disinfection		Yes	No
15	Stagers shifts, breaks, and meals whenever possible		Yes	No
16	Conducts training for employees on enhanced disinfection and proper PPE base on CDC guidelines		Yes	No

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**COMPLIANCE CHECKLIST FOR SWIMMING POOLS AND WATERPARKS**  
**BASED ON EXECUTIVE ORDER 2020-20, 2020-16, 2020-14, AND**  
**DPHSS GUIDANCE MEMO 2020-17**

**Name of Establishment:** \_\_\_\_\_ **Company Name:** \_\_\_\_\_

**Location:** \_\_\_\_\_

Item No.	Criteria	Comments	In Compliance with Executive Order and Industry Guidance	
<b>General Requirements</b>				
1	Has a written policy and procedures for COVID-19 prevention and control measures prior to re-opening		Yes	No
2	Operates at no more than the authorized occupancy rate		Yes	No
3	Posted signage at entrance and throughout the facility of new policies		Yes	No
4	Conducts screenings of patrons before entering the facility		Yes	No
5	Encourages patrons to use face of masks when not swimming			
6	Institutes cleaning and disinfection measures to reduce patron exposure		Yes	No
7	Appropriate physical barriers are in place to prohibit gatherings		Yes	No
8	Established monitors and contacts for patrons and staff members		Yes	No
9	Assessed communication systems and put methods in place		Yes	No
<b>Employee Health</b>				
10	Screens employees and patrons before entering the facility		Yes	No
11	Provides and maintains PPE for employees to perform enhanced cleaning/disinfection		Yes	No
12	Staggers shifts, breaks, and meals whenever possible		Yes	No
13	Conducts training for employees on enhanced disinfection and proper PPE base on CDC guidelines			

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